

**Parksville Curling Club  
Board of Directors Meeting  
Minutes of July 20, 2016**

**Call to Order:**

A regular meeting of Parksville Curling Club Board of Directors was held in Parksville, British Columbia on Wednesday, July 20, 2016. The meeting was called to order at 1900 by President Ron Boag. Members of the Board in attendance were Ron Boag, Ray Gamracy, Nancy Douglas, Ross Renwick, Doug King, Lesley Osborne, Spish Legowski, Jim Hoffman, Terry Miller, and Tony Reinsch. Non-voting members in attendance were Bob Rogers, Board Member with the Regional District of Nanaimo, and Tim Kottsieper, Ice Technician/Manager.

Absent: Brian Onushko

**Discussion with Bob Rogers, RDN Board Member representing District “E” – Nanoose Bay**

Prior to the regular PCC business meeting, Bob Rogers was introduced to all board members. Bob was invited to this meeting to provide his advice on how best to position the Parksville Curling Club (PCC) within the development process for the upcoming RDN Long-Range Recreation Plan.

Bob underscored the importance of the PCC presenting its case to the RDN Parks and Recreation Committee (PRC), which is comprised of the Mayors of Parksville and Qualicum Beach, three Directors from the RDN (including Gordon Weeb), and a number of outside members. The PRC resumes its monthly meetings in September.

Bob also referenced PROBUS as an organization in Nanoose that could be a useful conduit for spreading the message regarding PCC activities. PROBUS is a 55+ organization focused largely on social, winter-period activities.

Following Bob’s visit, the Board agreed to invite a member of the RDN Recreation Board to attend a future PCC Board meeting for a more focused discussion on the RDN Long-Range Recreation Plan process and how best to approach a presentation to the PRC.

**Approval of Minutes:**

The minutes of the June 15, 2016 regular meeting of the Parksville Curling Club Board of Directors were accepted as amended.

**MOTION:** to accept the minutes of the May 18, 2016 regular Board meeting as amended. Moved by Spish Legowski, seconded by Jim Hoffman. Motion carried.

## Approval of Agenda:

**MOTION:** to accept the Agenda for the June 16, 2016 regular Board meeting, as amended. Moved by Jim Hoffman, seconded by Terry Miller. Motion carried.

## Business Arising from the Minutes.

(1) PCC Rental Agreement and Rate Schedule.

**Action:** Nancy will forward the new rental rate schedule to Tony Reinsch, who will prepare a final draft version of the Rental Agreement and distribute for Directors for discussion at the August 17, 2016 Board meeting.

(2) Follow-up on drain issues: Tim indicated that arrangements will be made for Kyle Wilson of Wilson Exteriors to undertake installation of new drain spout sleeves this Fall in conjunction with the regularly scheduled drain cleaning.

(3) Operation of concession:

**Action:** Nancy will be discussing concession operations with volunteers in August and will report to the Board at the August 17 Board meeting.

## Old Business

(1) Grant submission has been made for the BC Hydro solar panel assessment project at PCC. Ron Boag has addressed a series of subsequent clarification questions and we now await a decision from BC Hydro. Ron will ask Brian Onushko to follow up in terms of expected timing of the grant decision.

(2) Ross Renwick spoke to the application process for the New Horizons for Seniors grant. In the absence of adequate project and cost definition for a facility heating upgrade, it has been agreed to proceed with grant application for (i) closed circuit camera and monitor installation; and (ii) construction of enhanced viewing bleachers in the viewing area. Ross is securing budget-purpose quotes from equipment suppliers and installers in support of the application.

(3) Flag placement: It has been decided to place the Canada, Provincial, and Parksville City flags along Sheet 1. Tim is looking at suppliers to Home Hardware as well as The Flag Shop in Victoria for pole-and-base kits.

(4) Lobby heating: Spish has secured a quote of ~\$2,100 for installation of a thermostat and 5 sensors to control the heating of the lobby area, as well as extending ducting to the existing sitting area. The upgrades should improve heating throughout the lobby and reduce/eliminate condensation buildup on the windows in the viewing area.

**Motion:** Moved by Nancy Douglas and seconded by Spish Legowski that the PCC allocate ~\$2,100 for heat control upgrading in the lobby area.

## New Business

- (1) Manager position: Tim Kottsieper has given notice of his intention to step back from the Manager duties as soon as the Board is able to secure a replacement.

**Action:** Ron Boag will prepare a position description and that Terry Miller will forward to our membership via email and the website to elicit interest.

- (2) Ron Boag apprised the Board that Ralph Christian, our janitor at the club, has been unable to perform his duties, with Tim Kottsieper and Taylor Hall covering some of his duties.

**Action:** Tim will speak with Ralph regarding his ability to continue with his janitor role and report back to the Board in August.

- (3) Curling startup, clinics, and events:

It was agreed that League play will begin the week of Sunday, September 25, 2016 and conclude on Friday, March 17, 2017. This allows 3 weeks for clinics, workshops, and practice ice time between the Summer Bonspiel and the start of League play.

The Christmas break will take place variably between Thursday December 22 and Tuesday January 3. League captains for the Wednesday and Thursday Leagues will be asked to canvas their players as to whether they would want to curl on December 21 and 22.

**Motion:** Moved by Jim Hoffman and seconded by Ross Renwick, that the annual League fees be increased by \$5.00 per league for the coming season (a 2% increase or roughly equal to inflation). The Motion was approved, and the Board subsequently agreed the following League fee structure for 2016-17:

- First League: \$250, comprised of the compulsory Curl BC fee (\$15), the Capital Levy (\$20), and League fee of \$215 (Half season @ \$142.50).
- Two Leagues: \$424.00 (Half season @ \$229.50)
- Three Leagues: \$532.00 (Half season @ \$283.50)
- Four Leagues or more: \$614.00 (Half season @ \$324.50)

Note that separate Fee structures will be in effect for the Junior League and Friday Recreational Fun League, which have shorter schedules.

Ray Gamracy led a discussion regarding introduction of a Doubles Curling League for the coming season. The League would allow for any Doubles composition (men, ladies, mixed) and for either stick or hack delivery. Games would be 8 ends and restricted to 75 minutes. Rules for Doubles Curling can be downloaded from the Curl BC website.

**Action:** Ray Gamracy will prepare a notice to members asking for expression of interest in participating in a Doubles Curling League on either: (i) Tuesday afternoon at 1:20 PM; or (ii) Sunday evening at 7:00 PM.

**Action:** Nancy Douglas will report back to August Board meeting on proposed dates and times for (i) Novice clinics, and (ii) Registration availability.

**Action:** Tony Reinsch will follow up with Jenn Hopewell regarding options for a PCC Curling Workshop during the RDN Active Aging Week program, running September 25-October 1. The dates/times agreed to put forward are:

- Sunday, September 25 from 1:30-4:00 PM;
- Thursday September 29 from 1:30-4:00 PM

## **Reports**

### **President (Ron Boag):**

Ron and Nancy Douglas manned a PCC booth at the recent Oceanside Cruisers event in the parking area outside the PCC facility. The event was a success and will be repeated next summer. Ron noted that the three food trucks on site were unable to keep up with demand, suggesting that we reconsider offering restricted Concession services to the event in 2017.

The PCC will host a “Business after Business” event with the Parksville Chamber of Commerce on Thursday evening, January 19, 2017. The objective is to educate Chamber members about the facility and showcase both the facility and curling as an option for company team-building sessions.

**Treasurer (Nancy Douglas):** A preliminary financial report for end-June 2016 was received by the Board. There were no issues or concerns raised with respect to the report or the clubs finances.

**Banquets and Bonspiels (Terry Miller):** Terry reported that all meal arrangements are in place in support of the 4-Foot Camp in August. Jim Hoffman reported that 22 teams have registered for the Summer Mixed Bonspiel, with only one local team registered to date—suggesting a high likelihood that the Bonspiel will be filled.

Jim also reported that the organizing committee for the 2017 Provincial Mixed Bonspiel has been struck and will begin meeting in September.

**Leagues (Ray Gamracy):** No additional report.

**Bar (Jim Hoffman):** Jim reported to the Board that Lesley Osborne has donated a cash register to the PCC for use in the Bar area. Jim will take the opportunity to simplify the pricing structure in order to ease Bar operation and management for volunteers.

**Marketing and Publicity (Lesley Osborne):** No report

**Building and Facility (Spish Legowski):**

Roller door has been power washed and painted at a cost of ~\$500. A cherry picker has been secured for July 22 to prep for outside painting. The electric heater in the Bar area has been disconnected and Spish is looking to secure a replacement.

**Ice Technician (Tim Kottsieper):**

A film crew will be renting the playing area for one day for crew and makeup preparation (\$400 revenue).

Concrete blocks are being secured to raise the cistern off the concrete slab in the back of the playing area. Blocks are in the range of \$5-\$6/block to purchase, plus delivery fee. The Board instructed Tim to complete this important safety task.

**Insurance/Safety (Doug King):** Doug will report at the August Board meeting on the decision between CurlBC and private "members accident insurance".

**Fund Raising/Promotions (Ross Renwick):** No report.

**Round Table:**

Tony Reinsch presented a case for changing the name of the PCC, moving away from the exclusionist connotation of a Club and toward something more inclusive. The rationale for such a change would be to enhance our ability to secure public sector grants and funding support for the facility in the years to come. Nancy brought up the numerous legal aspects of an official name change, suggesting that we initially consider an "informal" name change. Ross Renwick suggested "Parksville Curling and Family Center" as one alternative.

**Action:** Board members are asked to submit potential name changes to Ron Boag over the coming 2-3 weeks, to be discussed at the August 17 Board meeting.

Spish Legowski suggested that we task someone with the responsibility for ensuring that the Volunteer Log Book is kept up to date. This may be an appropriate function for the new Club Manager.

*Minutes of July 20, 2016 PCC Board Meeting*

Nancy reported that Diane Goodfellow has reviewed the PCC financials for the 2015-16 fiscal year ending April 30, 2016 and reported them to be in good order. Nancy will file a copy of Diane's report with the RDN.

**Next Board Meeting:** Wednesday, August 17, 2016 at 1900 in the PCC meeting room.

Meeting adjourned at 2145.