

**Parksville Curling Club
Board of Directors Meeting
Minutes of September 21, 2016**

Call to Order:

A regular meeting of Parksville Curling Club Board of Directors was held in Parksville, British Columbia on Wednesday, September 21, 2016. The meeting was called to order at 19:00 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, Terry Miller, Brian Onushko, and Tony Reinsch. Non-voting member in attendance was Tim Kottsieper, Ice Technician/Manager. Absent was Jim Hoffman. Mr. Dean Banman, Manager of Recreation Services for the Regional District of Nanaimo (RDN) was present for part of the meeting.

Discussion with Dean Banman, RDN Manager of Recreational Services

During a break from the regular PCC business meeting, Dean Banman was introduced to all board members. Dean 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.

Dean began by complementing the PCC on its performance and management of the facility and the relationship with the RDN and City of Parksville. He referenced key upcoming dates for the PCC, including the expiry of the current facility lease with the RDN in 2018 and the expiry of the RDN land lease with the City of Parksville in 2020. He also reminded that the City of Parksville is embarking on a Community Master Plan (CMP) coincident with the RDN Long Range Recreation Plan, and advised the PCC Board to engage the CPP process.

The RDN Long Range Recreation Plan process is set to begin, with the RDN finalizing arrangements with the consultant leading the process. Dean suggested that the PCC be prepared to meet with the consultant before year end. Data gathering and consultation will continue through 2017, targeting a series of Open Houses in Fall 2017 around the preliminary results and recommendations from the consultant with the process complete by end-2017. Dean noted that there are three core capital/facility reviews being examined for the QB/Parksville area:

- Parksville curling club;
- Ravensong aquatic center expansion or replication;
- Outdoor multi-sport complex.

A subcommittee of the RDN Recreation Commission has been established to oversee the Long Range Plan process. Members are:

- Teresa Patterson, City of Parksville council member

- Neil Horner, Qualicum Beach Councilor
- Julian Fell, RDN Board representative
- Reg Nosworthy, representative for Electoral District F.

Dean reiterated the suggestion from Joe Stanhope that the PCC Board schedule a 10 minute information session with the full RDN Recreation Commission. He will send a request form regarding speakers and topics to be addressed.

The discussion resulted in a number of issues that will be addressed by the Board in the coming weeks:

- **Issue:** Look into extension of the current facility lease to 2020, to align with the RDN land lease with the City of Parksville;
- **Issue:** Assess whether and how the RDN Long Range Recreation Plan and City of Parksville Community Master Plan align and ensure that the PCC is well integrated into both these processes;
- **Issue:** Move forward with a presentation by the PCC Board to the RDN Recreation Commission in October 2016. Ron Boag will coordinate with Dean on this.
- **Issue:** Dean agreed to compile and forward to Ron Boag a list of other BC provincial curling facilities in a similar position to the PCC (older facility, regional/municipal ownership, etc.) that we can contact for advice and shared experiences.
- **Issue:** Take steps to apply for District 69 Recreation Grants, reviewed and allocated each year in January, April and September.
- **Action:** Brian Onushko will approach Julian Fell to attend a future meeting of the PCC Board to apprise him of issues and developments around the club.

The Board thanked Dean for his open and constructive engagement.

Approval of Minutes:

The minutes of the August 17, 2016 regular meeting of the Parksville Curling Club Board of Directors were accepted as amended.

MOTION: to accept the minutes of the August 17, 2016 regular Board meeting as amended. Moved by Spish Legowski, seconded by Doug King. Motion carried.

Approval of Agenda:

MOTION: to accept the Agenda for the September 21, 2016 regular Board meeting. Moved by Tony Reinsch, seconded by Ross Renwick. Motion carried.

Business Arising from the Minutes.

- (1) Corporate sponsorship
 - Brian Onushko reviewed the corporate sponsorship model implemented by the Oliver curling club. Brian will continue to canvass other clubs regarding their sponsorship initiatives. Moose Jaw SK, and St. Johns NL.
 - **Action**: Brian Onushko will continue to contact curling clubs to discuss their experience with corporate sponsorship and report back to the Board. He will also engage the new Club Manager in discussions around this issue.
- (2) Insurance review and discussion:
 - **Action**: the Board asked Doug King to come back with a summary of Curl BC's current curler liability coverage and recommendation on forward coverage with respect to spares and occasional curlers, together with a note to distribute to members on the issue.
- (3) Manager position:
 - Ron Boag reported on the hiring of Graham Weatherby to the part-time Managers position.

Old Business

- (1) Bleachers and CCTV:
 - The PCC has received a grant from the Provincial Government of \$19,000 which is eligible to be used for defraying the costs of new bleachers and CCTV installation in the Club.
 - The Club is also awaiting the results of a grant application to New Horizons for Seniors in the amount of \$25,000 to cover these programs.
 - Ross Renwick reported that current estimates for both of these capital programs have come in at ~\$32,000. It was noted that the CCTV installation cannot proceed until removal of the curling ice in the spring, presenting the option of proceeding in advance with bleacher installation with an eye to the February BC Mixed event.
 - **Action**: Ross Renwick and Terry Miller will continue to work with contractors to refine these estimates, and report back to the Board.
 - **MOTION**: Moved by Ron Boag and seconded by Spish Legowski that Nancy Douglas transfer the Provincial Government grant monies into the PCC Capital account. Motion carried.

New Business

- (1) Budget for ice tech assistance:
 - Concern has been raised that the current compensation budget for an assistant Ice Technician is inadequate to cover the expected tasks and time commitments for this position.

- **Action:** Ron Boag and Nancy Douglas will review the tasks and time commitments for this position and return to the Board with a report and recommendation.

Reports

President (Ron Boag):

Oceanside Janitorial Services have been contracted to provide janitorial services at the club during the week and on bonspiel weekends. The contract is an estimated 20 hours per month.

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

A discussion ensued regarding the cost of phone and cable service at the PCC facility. Nancy recommended a reduction in internet connection speed, elimination of comprehensive Canada/US long distance calling, and cancellation of cable services over the non-curling months. The Board agreed with the recommendations and instructed Nancy to make the changes.

Banquets and Bonspiels (Terry Miller):

Terry is continuing to look for coordinators for the November 11-13 Women's 55+ Bonspiel. Terry also encouraged everyone to reference the website for bonspiel and other club-related information.

Leagues (Ray Gamracy): Ray reviewed the current status of League play for the upcoming season. The Leagues are all well supported with only a few openings remaining. Interest in a Doubles league has been muted; Ray will be attending a number of Leagues over the coming weeks to see if there is additional interest amongst the active curlers.

- **Action:** After review and discussion, it was agreed to actively advertise and canvass for an additional Mixed League to play Sunday evening, 7:00–9:00. Ideally would look to begin play on October 16.

Bar (Jim Hoffman): Nancy Douglas reported that Vancouver Island Brewery has agreed to begin invoicing for their payment, rather than using personal credit card payment.

Marketing and Publicity (Lesley Osborne):

Advertising has been arranged for October.

Building and Facility (Spish Legowski):

The RDN facility report has been completed and returned and all has been approved.

Thermostat wiring is ready for installation of an additional sensor.

The dishwasher has been repaired, as well as the toilet in the back area (addressing the odor issue).

Ice Technician (Tim Kottsieper):

The small wall beside the bar window has been repainted and Tim plans to paint the back feature wall in the same distinctive blue color.

The considerable repairs made to the dehumidifier less than a year ago have failed. Tim is following up with the repair service regarding warranty and repair cost.

Tim tabled a preliminary ice installation schedule, chronicling the steps required from initial slab prep to ready ice.

- **Action:** Ron Boag will review the installation schedule with Tim and prepare a final schedule to be distributed to the Board at the October meeting.

Fund Raising (Ross Renwick):

Ross requested input on a list of club needs that could be addressed through small budget grants such as the District 69 Recreation Grants. Items could include grippers, sliders, brooms, stabilizers, as well as small repairs such as door replacement.

Promotions (Brian Onushko)

Brian Onushko noted that BC Hydro remains open to suggestions regarding sponsorship and publicity opportunities within the Community Park area. Brian will continue to investigate sponsorship models and report back to the Board as information comes available.

Brian also raised the issue of greater promotion of curling within area high schools in order to increase youth involvement in the PCC.

- **Action:** Terry Miller agreed to coordinate the sale of Grey Cup raffle tickets this year. Nancy will work with Terry and Ross regarding the license application process.

Brian will be arranging for a PCC table at the upcoming Ducks Unlimited gala on Saturday, November 5, 2016 at the Qualicum Beach Civic Centre. He will be canvassing for interested participants over the coming weeks. Brian has also approached Ducks Unlimited to secure a painting for the club.

Round Table:

Terry Miller will distribute the minutes from the September AGM for review and then post on the PCC website.

MOTION: Moved by Spish Legowski and seconded by Ross Renwick that the PCC once again support the November first aid training initiative at the facility, actively canvassing participants from the various leagues and paying for 50% of the cost of the training course. Motion was carried. Spish will put a sign up sheet on the bulletin board once a date has been determined.

Spish provided a copy of the RDN Safety Report to the Secretary for filing.

Action: Ray Gamracy will review facility lock-up procedures with all evening League captains to ensure that the facility is properly secured each evening.

Action: Ron Boag will ask Julian Fell to attend the October Board meeting to discuss the activities of the RDN Recreation Commission subcommittee that will be overseeing the long range recreation plan process.

Action: Ron Boag will coordinate arrangements for a presentation by the PCC Board to the RDN Recreation Commission at its November meeting.

Next Board Meeting: Wednesday, October 19, 2016 at 1900 in the PCC meeting room.

Meeting adjourned at 21:50.