



Board of Directors Meeting Minutes

May 10th, 2023, 7:00 p.m.

NAMES OF ATTENDEES AND ABSENTEES

Members Present: Anita Scott, Heather Guse, Randy Peterson, Jon Skyberg, Sarah Hartung, Jason Botterill, Jeanine Perera, Allan McHugh, John Smyrski

Members Absent:

Others Present:

Quorum: Yes

CALL TO ORDER

Jason Botterill called the meeting to order at 7:01 p.m.

APPROVAL OF AGENDA

Allan McHugh motioned to approve the agenda. Randy Peterson seconded the motion. Motion passed unanimously.

APPROVAL of Minutes of the Regular Board Meeting April 12th, 2023

Minutes were approved electronically on April 29th, 2023.

ORDERS OF BUSINESS

I. UNFINISHED BUSINESS

Curling for All Kids update

No update.

Professional Video Services (placeholder)

The club needs a volunteer to come up with ideas for what kind of video(s) we should create and follow up with the video service to make it happen. Some ideas mentioned at the board meeting were LTC or basic safety videos.

Code of conduct

Jason Botterill and Sarah Hartung are working on this for the annual meeting in June.

Annual Meeting Presentation

Jason Botterill noted that the presentation is in the 2023 Minutes Folder and needs to be updated prior to the June 13th annual meeting.

Ideas for raising money for the club

T-shirts/Hoodies/Mugs

T-Shirts/Hoodies and DCC customized logo mugs will be available for purchase at the start of our next season in the Fall. Allan McHugh and John Smyrski will be following up as needed. This item will stay on our agenda until it is fulfilled.

Jason Botterill noted that a meeting is scheduled for Friday May 12th at Jason's home to discuss this item further.

Bingo

Sarah Hartung placed a request for a volunteer in the newsletter. We have been unable to get a volunteer as of this meeting but will keep this item on the agenda for future consideration.

Mandatory Volunteer Hours

The board noted that we have received no questions from the membership about the volunteer policy that was posted in the April newsletter.. Sarah Hartung reported that we will have the volunteer opportunities list ready for the annual meeting in June.

Denver Curling Club spectators guide

Jeanine Perera reported that this will be available when we reopen in the fall. This item will stay on the agenda until fulfilled.

32 inch TVs setup as virtual bulletin boards - No update

Jason Botterill noted that we will see how/if these TVs fit into the renovated warm room this summer. This item will stay on the agenda until fulfilled.

Removing shoes before entering the warm room

It was determined that the board needs to brainstorm more on this item. It will be left on the agenda for that purpose. Of note are the ideas that have already been documented in previous minutes:

- Have people put their shoes in the cubbies in the airlock space before entering the club and make a dry path to walk on so you don't get your socks wet.
- Remove the desk area and provide enough space for people to remove and store their shoes and make a dry path to walk on so you don't get your socks wet.
- Place brushes and sticky mats in the airlock space and require that people clean off their boots/shoes before entering the club.

Loons Landing Brewery Advertising

Motion: Sarah Hartung motioned to approve the half screen DCC advertisement at Loons Landing Brewery in Savage for the \$395 renewal rate. Heather Guse seconded the motion. Motion passed unanimously.

Celebrate Tourism Event at Buck Hill

Anita Scott reported that we are all set to participate in the event taking place on May 17th.

Lakeville Chamber DCC Video

Jason Botterill reported that the video session at the Lakeville Chamber of Commerce went well. He noted that we will receive a copy of the video to use in our own advertising if we wish.

Website update to highlight our P.O. Box Mailing Address

There have been some instances where DCC mail has been sent to our club address instead of the P.O. Box Address and it can't be delivered. Heather Guse reported that she is working on this item along with the other website cleanup work.

II. NEW BUSINESS

Executive Committee

Championship playdown plaques

Jason Botterill created the fall plaque and it is at the club ready to be hung.

Motion: John Smyrski motioned to approve that Jason Botterill get credit (donation or volunteer hours) for donating the playdown championship plaques. Sarah Hartung seconded the motion. Motion passed unanimously.

USCA /MCA/TCAA updates - Jason Botterill & Anita Scott.

USCA - Jason Botterill reported that Dean Gemmell has been appointed as the permanent CEO of the USCA and that Governance 4.0 is moving forward. USCA will be putting something out very soon on the new governance model.

MCA - DCC is interested in hosting state playdown events and we penciled in to host an arena playdown next year in the Spring.. Approximately 9 arena clubs are included in this event. It will be capped at 12 teams.

TCCA -Jason Botterill reported that the TCCA Invitational went well and everyone had a good time. Anita Scott reported that we have sent club pictures to TCCA for their new website and that the Smart brooms and Red Hawk Tech have been delivered. TCCA would like to schedule a session with the TCCA board to learn how to use the new technology so they can start sharing it with the affiliate clubs.

Candidates for open board positions in June

The board solicited through the newsletter but we haven't gotten any interest yet.

Finance Report

Approval of check register (April)

Jeanine Perera, Treasurer reviewed the April check register with the board. Anita Scott motioned to approve the check register. Sarah Hartung seconded the motion. Motion approved unanimously.

Review of P&L and Proforma (April)

Jeanine Perera, Treasurer reviewed the April P&L and Proforma with the board. The fiscal year

ending budget is tracking in the black with no issues. We still need to determine the additional rent payment for the year which is a percentage of our league fees per our 5 year contract with our landlord.

Approval of Club Budget (April)

Allan McHugh motioned to approve the budget. Jon Skyberg seconded the motion. Motion approved unanimously.

Lions Club grant application

Jeanine Perera has completed some of the application and will need some input from the board to complete. This will be completed by next week.

Liquor License Renewal

Jeanine Perera has completed the renewal.

League Fees

Jason Botterill and Jeanine Perera will meet to reconcile the league fees separate from the membership fees, etc.

Policy Document (placeholder)

Jason Botterill recommended that the Executive Committee bring a proposal to the board for establishing a policy document to help keep track of club policies and decisions outside the bylaws (which should focus on the governance of the club). No updates for this meeting.

Electronic votes since last meeting

April 12th board meeting minutes.

April 18th Capital Maintenance funding.

April 28th Ad renewal for 2023 Lakeville Area Guide.

Member Services Committee Update

Playdowns

Sarah Hartung reported that the winter playdowns have been completed and were successful.

Next Season Proposed Calendar

The board reviewed the preliminary calendar for next year. Jason Botterill noted that the Mini Leagues for next season will be six end games and that we will be dropping the Pirate Spiel and moving the Cinco spiel to May 3-5. The board also discussed that we need to add the Hot Shots camp and perhaps a ladies night in October. Jason also proposed that the Arena playdowns could be during Spring break week. Jon Skyberg mentioned that we may want to look into creating a women's league if we have enough membership to fill this type of league.

Sandra McMakin Curling Skills Camp April 15th recap

Sarah Hartung reported that 17 people participated. Participants were generally happy with the camp. The board needs to get the final financials on this session. Preliminary numbers are (17 x \$125 registration fee = \$2,125) minus instructor fee and catered lunch. Some feedback from participants was that more instructors would have been helpful.

Hot Shots Camp October 20-22nd registration status

Jason Botterill reported that 37 people have registered thus far. We have reached the threshold for registrations to start making reservations for the Hot Shot Instructors, etc. Our maximum registration is 48 participants.

Lawn Bowling League

Jason Botterill will confirm the cost within the next two weeks and send out registration information to the teams. Jason reported that the league is full with 16 teams. Legends is giving us the same rate as last year. We will net a small profit from the league. The league starts May 31st.

Daytime Wednesday League update

Sarah Hartung reported that moving forward we would like to collect a \$10 drop in fee for this league.

Newsletter

Sarah Hartung would like items for the newsletter by Sunday, May 13th..

Youth Curling Program

Sarah Hartung is working on the lion's club grant application for funding the youth curling stones for next year. It was discussed that we could also use the \$1000 grant from TCCA toward purchasing the stones.

Website clean up committee

Heather Guse reported that she is working on this item.

New Resident Mailer

Next drop off of flyers to the Lakeville Chamber will be in July for inclusion in their second quarter mailing.

Annual Meeting June 13th, 2023 at 6:00 p.m.

Jason Botterill asked the board to make updates to the Annual Meeting presentation that is in the 2023 minutes folder.

Facilities Committee Update

Ice Shed

Jon Skyberg reported that the ice melt went very well. All the markers and tyvek have been removed. He also reported that the landlord will provide a permanent fix for the roof leaks this spring/summer.

Randy Peterson reported that they did a smoke test to check our airflow and that the flow was pretty good. The biggest finding was that they need to insulate the garage door area.

Action: Facilities need to insulate the garage door area.

Jon Skyberg reported that we have not got the chillers fixed yet because they could not get the repair person in to do the work. The expansion valve replacement will still happen during our annual checkup with the repair vendor.

Jon Skyberg reported that we will be purchasing the removal hacks from Dakota Curling Supply and that he spoke to someone about getting vinyl mesh to replace the tyvek. Jon will be receiving samples to see how well it covers the tubing, etc. The cost is approx. \$1000 a sheet.

Warm Room

Randy reported that when Mike O'brien returns next week they will meet to discuss the renovation of the warm room and painting in the ice shed. Dean Skillman will be building the tables and they will be looking for bar stools to purchase.

Randy will be working with Jon Anderson on purchase of Raspberry-pi and relocating cameras for live streaming upgrade.

Approved Improvement Items:

- Bag and broom storage area - benches, racks, storage along west wall - this summer
- High Top Tables - this summer
- Stools - this summer
- Ice Shed Painting - this summer
- Ice Shed removal hacks
- Warm room monitoring feeds (Raspberry-pi) to PC for live streaming

Open Improvement Items:

- Tyvek upgrade or get full sheet solution that has markings included
- Ceiling Fans
- Rework front desk area
- Electrical circuit run to desk area
- Phase II extension of warm room

Business Operations Committee Update

Capital Improvements Fund

- Plant sale - Heather Guse reported that the plants were picked up today, May 10th. \$1050 revenue from the event.

Corporate/Private Events

April 13th, 2023 \$1285.50

April 20th, 2023 \$857.00

Community Events

Pan O Prog Street Market July 14th-16th, 2023 - Anita Scott reported that we have our spot in front of the club for the Street Market. She will be requesting help from facilities to set up the curling table and creating a signup genius for volunteers to help man the curling table Friday-Sunday.

Pan O Prog Parade July 15th @ 5:30 p.m. - Anita Scott reported that she sent in the application and payment for our spot in the parade. She will be creating a signup genius for volunteers to walk in the parade.

Bonspiels

- Cinco De Mayo April 28-30. Heather reported that it was successful and that they are working on the revenue numbers.
- Sponsorship for bonspiel posters needs to be done by May.

Golf Tournament

Allan McHugh reported that Andy Grassmann will be the chair for the event and Heather asked that Allan check with Andrew Price to see if he is still going to sponsor the event.

Action: Allan will check with Andrew Price to see if he is still going to sponsor the Golf Event this year.

Bar area update

- Larger kegerator - leave on as a placeholder.
- Heather would like to look at the bar operations as a whole to determine if there are better ways to manage the inventory to determine the pros/cons of new kegerators.
- Jeanine asked about what we are going to do with the updated bar license. Heather noted that she will be working on a plan for how the license will be utilized.

III. OTHER DISCUSSION

CLOSING

John Smyrski motioned to adjourn the meeting. Jon Skyberg seconded the motion.
Motion passed unanimously.

Next meeting: June 6th, 2023, 6:00p.m. at Dakota Curling Club

Adjournment: 9:30 p.m.