



Board of Directors Meeting Minutes

July 11th, 2023, 6:00 p.m.

NAMES OF ATTENDEES AND ABSENTEES

Members Present: Randy Peterson, Jon Skyberg, Sarah Hartung, Jason Botterill, Jeanine Perera, Allan McHugh, Caree Kovacevich

Members Absent: Heather Guse

Others Present:

Quorum: Yes

CALL TO ORDER

Jason Botterill called the meeting to order at 6:04 p.m.

APPROVAL OF AGENDA

Sarah Hartung motioned to approve the agenda. Randy Peterson seconded the motion. Motion passed unanimously.

APPROVAL of Minutes of the Regular Board Meeting June 6th, 2023

Allan McHugh motioned to approve the June 6th meeting minutes. Sarah Hartung seconded the motion. Motion.

Motion passed unanimously.

ORDERS OF BUSINESS

I. UNFINISHED BUSINESS

Curling for All Kids update

Jeff Kennedy will re-engage when the school year starts. This item refers to getting the area schools engaged in curling.

Bingo

Sarah Hartung reported that while researching venues that do Bingo that it does not make much revenue and is often used as a loss leader to support other revenue streams. The board decided not to pursue this any further.

II. NEW BUSINESS

Executive Committee

Welcome New Board Members

Sarah Hartung motioned to appoint Caree Kovacevich to the board. Randy Peterson seconded the motion.

Motion passed unanimously.

Jeanine Perera motioned to reappoint Anita Scott and Jason Botterill to the board. Sarah Hartung seconded the motion.

Motion passed unanimously.

Election of Officers

Caree Kovacevich motioned to reappoint Jason Botterill, President, Sarah Hartung, Vice President, Anita Scott, Secretary, Jeanine Perera, Treasurer to the officer positions on the board. Randy Peterson seconded the motion.

Motion passed unanimously.

Review Committee Assignments

Jason Botterill reviewed the roles and responsibilities of the committees with the board and noted that we would like to add a Volunteer Committee. The board discussed that the volunteer committee would maintain the list of volunteer opportunities on the website, create processes for signing up for volunteer opportunities and for recording volunteer hours.

Sarah Hartung motioned to add a Volunteer Committee to the Board. Caree Kovacevich seconded the motion.

Motion passed unanimously.

Jon Skyberg and Randy Peterson will continue to chair/co-chair the Facilities Committee.

Sarah Hartung and Anita Scott will continue to chair/co-chair the Member Services Committee.

Heather Guse and Allan McHugh will continue to chair/co-chair the Business Operations Committee.

Caree Kovacevich will chair the Volunteer Committee. A co-chair will need to be assigned.

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

USCA - The Board discussed the New Membership payment models that were sent out on July 11th, 2023. We will need to adjust our budget and membership fee accordingly. The dedicated club cost is \$750 a sheet. Individuals can become members at different levels which have different rates.

Action: Executive Committee and Membership Services Committee will meet to determine how the budget and cost structure will change. The meeting is set for July 25th at 6:00 p.m.

MCA - No updates.

TCCA - Jason Botterill discussed that we need to get the Big Spiel dates for our club so we can get them on our calendar. Caree and Anita will ask about this at the next TCCA Director meeting on July 24th.

Finance Report

Approval of check register (June)

Jeanine Perera, Treasurer reviewed the June 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 (June)

Jeanine Perera, Treasurer reviewed the June P&L and Proforma with the board.

Approval of Club Budget (June)

Allan McHugh motioned to approve the budget. Randy Peterson seconded the motion.

Motion approved unanimously.

Review of 2024 proposed budget

Jeanine Perera, Treasurer reviewed the 2024 budget with the board. We will approve the budget once we get the cost of the USCA due changes ironed out and added to the budget.

Action: Jeanine needs to create a new contract with Sheryl Paulson-Price.

Lions Club grant application

Jeanine is almost done with the application and will try to get it out this week. This a request for a \$4200 grant for Junior stones.

Electronic votes since last meeting

none.

Member Services Committee Update

Next Season Calendar

Jason Botterill reviewed the season calendar with the board. We discussed the new leagues that have been added on Wednesday and Saturday. We also discussed adding a women's league at some point.

Current League Registration

Sarah Hartung reported that we have 46 teams out of 85 that have not confirmed for Fall. The league manager is concerned that a lot of teams will miss the July 15th deadline. He will be sending out a reminder to the skips.

Hot Shots Camp October 20-22nd registration status

Registration is full, we need to get hotels for instructors and food ironed out.

Daytime Wednesday League \$10 fee

The board discussed how we will collect the \$10 fee. It will be entered into Square or put into the donation bucket on the bar.

Newsletter

Sarah would like items for the July newsletter by Sunday, July 16th. Allan McHugh will send advertisements for the Golf Tournament. Randy Peterson will send the information about the Ice Shed Painting crew.

Youth Curling Program

No updates.

Website clean up committee

On going.

New Resident Mailer

Next drop off of flyers to the Lakeville Chamber will be in July for inclusion in their second quarter mailing. Due date July 21st, 2023.

Facilities Committee Update

Ice Shed

Painting will start on Saturday July 15th. 15 volunteers have signed up to help paint.

Insulating garage door is in progress

Roof Leak - Randy Peterson will check with Landlord about the leaks

Ice sheet markings are outside of our budget so we will not pursue this item further.

Warm Room

Approved Improvement Items:

- Bag and broom storage area - benches, racks, shelf, in progress
- High Top Tables in progress
- Stools - need to be purchased. Randy Peterson has some products in mind.
- Ice Shed removal hacks - Jon Skyberg will purchase the hacks for Dakota Curling Supplies
- Warm room monitoring feeds (Raspberry-pi) to PC for live streaming

Action: Randy Peterson will talk with Jon Anderson about what needs to be done.

Open Improvement Items:

- Tyvek upgrade or get full sheet solution that has markings included - no updates
- Ceiling Fans - remove
- Rework front desk area
- Electrical circuit run to desk area
- Phase II extension of warm room

Removing shoes before entering the warm room

Jon Skyberg mentioned that the club received a donated boot cleaner (Boot-Boy) from Dakota Curling Supplies that we can place in the front area of the club for people to clean their shoes before entering. The board agreed to try this out this season and see if it helps to keep the debris off the ice.

Business Operations Committee Update

Capital Improvements Fund

No updates.

Corporate/Private Events

No Updates.

Community Events

- Pan O Prog Street Market July 14th-16th, 2023
We have volunteers to work the curling table all three days. Jon Skyberg and crew will assemble the curling table in the morning on Friday, July 14th.
- Pan O Prog Parade July 15th @ 5:30 p.m.
We have 7 volunteers to walk in the parade. Sheryl sent out another email on 7/10 to the membership to try and get a few more volunteers to walk in the parade.

Bonspiels

The board discussed the assigned chairs and co-chairs for all the bonspiels.

Holiday Spiel - Allan McHugh

5 and Under - Jason Botterill / Brian Duff

Double Trouble - ?

Triples - ?

Cinco DeMayo - Possibly Troy again

- Sponsorship for bonspiel posters needs to be done by May.

Golf Tournament

Allan McHugh will send info to Sarah Hartung for the newsletter. Allan is working on sponsorships and more team sign ups.

Bar area update

- Larger kegerator - leave on as a placeholder.
- Plan for using the updated bar license

PlaceholdersProfessional 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.

Ideas for raising money for the clubT-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.

Allan McHUGH showed the board a few samples of the T-Shirts/Hoodies.

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.

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.

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.

Some examples of what we may want to put in a policy document:

- Youth curling events (boy/girl scouts, schools, etc.) are priced at a different level than corporate and private events. They are charged \$20 a head and need a SafeSport certified person on the ice if parents are not onsite with their children.
- Non-club members can use practice ice but they must sign a waiver and give a donation of \$10-\$20.
- Club members can bring up to 2 family members with them to use practice ice but they must sign a waiver.
- Curlers with more than 5 years experience cannot sub for individuals in the Novice Leagues

III. OTHER DISCUSSION

Action: Jason Botterill will send out a poll to the board to determine what the date will be for future board meetings.

CLOSING

Allan McHugh motioned to adjourn the meeting. Sarah Hartung seconded the motion. Motion passed unanimously.

Next meeting: Tentative - August 8th, 2023, 6:00p.m. at Dakota Curling Club

Adjournment: 7:47 p.m.