



## Board of Directors Meeting Minutes

January 21st, 2024 1:00 p.m.

### **NAMES OF ATTENDEES AND ABSENTEES**

Members Present: Heather Guse, Sarah Hartung, Allan McHugh, Jon Skyberg, Anita Scott,

Members Absent: Jeanine Perera, Caree Kovacevich, Randy Peterson, Jason Botterill

Others Present:

Quorum: Yes

### **CALL TO ORDER**

Anita Scott called the meeting to order at 1:11 p.m.

### **APPROVAL OF AGENDA**

Sarah Hartung motioned to approve the agenda. Heather Guse seconded the motion. Motion passed unanimously.

### **APPROVAL of Minutes of the Regular Board Meeting December 16th, 2023.**

The December 16th, 2023 minutes were approved electronically on January 16th, 2024.

### **ORDERS OF BUSINESS**

#### **I. UNFINISHED BUSINESS**

Determine what the date/time for future board meetings.

February 10th at noon potluck brunch, March 16th at 1:00 p.m.

Plaque to recognize Book Boy donation

Jason Botterill is working on this item.

Hang Playdown Championship Plaques

Board decided that the plaques will be hung on the wall near the bathroom. The plaques are ready to hang.

Add hooks to broom and coat racks

Jon Skyberg will follow up on this item.

Annual AED training

Carrie may not have seen this. Anita will follow up.

First Aid video

Sarah Hartung will get the link for this.

SafeSport Refresher

Heather, Jon, Allan have completed this.

## II. NEW BUSINESS

### Executive Committee

Incident reports

No new reports.

Curling Day January 20th, 2024

Sarah Hartung reported that the event went very well. We had 65 participants and everyone enjoyed the day. She also noted that we will work on adding some food hospitality to the event.

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

- USCA - No update
- TCCA - DCC First Big Spiel event on January 11th went very well. DCC received good feedback from the teams that participated. TCCA would like DCC to host more draws next year. Sarah Hartung noted that we will have to determine if we can fit these into our calendar.
- MCA - Arena Playdowns coordinators are Jason Armstrong and Justin Jay.

Finance ReportApproval of check register (December)

No update. Approval at next board meeting.

Move some of the checking account balance to the savings account.

No update.

Review of P&L, Proforma and Savings Account (December)

No update. Review at next board meeting.

Approval of Club Budget (December)

No update. Approval at next board meeting.

The club needs an electronic method to take money during events, etc.

Heather Guse will look into Square for mobile.

Electronic votes since last meeting

DCC Board Meeting Minutes for December 16th, 2023.

### Member Services Committee Update

Fall League Status/Playdowns

Sarah Hartung reported that the playdowns are in progress right now. Teams need to remember to fill in the draw sheet for the winners.

#### Winter League Status

Sarah Hartung reported that all leagues are not full. Sarah will be sending communications out to solicit more people to fill the leagues. We discussed having legacy standing for just one session (Fall or Winter) and not having it carry over the entire season. The board will discuss this more at a future meeting when all board members can be present.

#### Practice Ice/Winter

Peter Segar is running this now.

#### Adding Women's League

Heather Guse is looking at options for getting interest in this league starting with the Ladies Night Events. The board discussed adding a mini league that could be open for registration after the event.

#### Wednesday 10:00 a.m. drop-in league

No updates.

#### Calendar Updates

Sarah Hartung reported that we need to get our calendar updated by March and get volunteers lined up as needed.

#### Newsletter

Sarah Hartung needs updates to the newsletter by Sunday, January 21st.

#### Youth Curling Program

No updates.

#### Website clean up status

Heather Guse removed Judson and added a TCCA link with a new logo.

#### Updated Dakota Curling Flyers

Anita Scott had 200 flyers printed and placed them in the box on the shelf at the front entrance of the club.

298 4th Quarter new resident mailers printed and dropped off at Lakeville Chamber - Anita

#### New Resident Mailers

Anita Scott had Sheryl print 298 4th Quarter new resident mailers and dropped them off at Lakeville Chamber of Commerce.

### **Volunteer Committee Update**

#### Add link to TidyCal L2C and Instructional volunteers to Volunteer webpage

The link has been added to the Volunteer webpage.

Volunteer hour spreadsheet location

Caree received the updated volunteer hours spreadsheet from Meg Smyrski. She forward it to the board to add to the google drive.

Member of the Month Process

Caree sent the member of the month email to the board and hasn't received any response yet. Email is in the 1/21/2024 minutes folder.

**Facilities Committee Update**

## Ice Shed

- Vinyl mesh to replace Tyvek - still being considered for next year
- Permanently install DCC logo - completed

## Warm Room

- Add additional hooks to broom and coat racks
  - The facilities team wants more discussion on this item.
- Hardware upgrades to PC and cameras - Jon Anderson
  - No update on this item.
- Added new tables to the warm room

## Club Improvements still outstanding

- Phase III - This will not be for this summer due to lease negotiations.

## Repairs

- Replace wiring harness block - summer
- Replaced batteries in the scraper \$400
- Glycol leak - summer
- Recharge Fire Extinguisher - outstanding
- Continuous water usage emails from the city
  - There have been not more emails but Jon Skyberg has checked the meter and hasn't seen increases. However, the board would like to have the water bills checked,

Club Site Committee - Randy

No updates.

**Business Operations Committee Update**Capital Improvements Fund

Allan McHugh would like to establish the following committees to help with fund-raising events

Raffle committee

Golf tournament committee

Bonspiel committee

Sarah will put these volunteer opportunities in the newsletter with Allan as the contact.

Corporate/Private Events

- December 16th, 3:00 p.m. - Private Event, 2 sheets, 14 curlers
- December 26th, 1:45 p.m., Private Event, 2 sheets, 15 curlers
- December 27th, 12:45 p.m., Private Event, 1 sheet
- January 6th, 4:45 p.m., Private Event, full club, 40-50 curlers
- January 12th, 12:45 p.m., Private Event, 3 sheets, 28 curlers
- January 13th, 3:00 p.m., Private Event, 1 sheet, 8 curlers
- January 24th, 2:45 p.m., Private Event, 3 sheets, 26 curlers
- January 27th, 9:45 a.m., Full Club
- January 27th, 3:45 p.m., 1 sheet, 8 curlers
- February 20th, 12:45 p.m., Full Club
- February 24th, 2:15 p.m., 1 sheet, 8 curlers
- February 24th, 6:45 p.m. 1-2 sheets (waiting for count)

### Community Events

Ladies Night, February 10th, 2024. We have 7 instructors signed up.

Plant Sale fundraiser - Lori Wilson

### Bonspiels

- Big Spiel January 11th, Anita Scott
- Senior Spiel January 23rd and 24th - Jeff Kennedy & Dean Skallman
- 5 and Under Feb. 2-4, Jason/Brian, Open for registration, Sign Up Genius set up
- Double Trouble March 1-3, Darcy & Paul Ellarby, Open for registration
- Cinco De Mayo May 3-5, Troy, Open for registration. Troy is working on getting approval to have tents set up in the parking area. The board discussed where the Dakota Curling Supplies trailer could be set up. We also need to determine what kind of barricades we need to put around the tents.
- Sponsorships for the bonspiel poster(s). Need to get sponsors lined up. The board discussed that this could be done by the Bonspiel Committee when it is in place.
- Bonspiel calendar for next year with hosts assigned. The board discussed that this could be done by the Bonspiel Committee when it is in place.
- Jason noted that we need to get our bonspiel calendars in place for next year with assigned hosts.

### 2024 L2C calendar

- Sat, Jan 6, 10am
- Sat, Feb 10, 10:00 am
- Sun, Feb 11, 12pm
- Sat, Feb 17, 6pm
- Sat Mar 9, 10am
- Sat Mar 23 10am
- Sat, Apr 13, 6pm

### Club Advertising

No updates.

### Sponsorship brochure

No updates.

Arena Playdowns

DCC will be hosting the MCA Arena Clubs Championship April 4-6. We need an ice crew scheduled and a bartender/host). Jason Armstrong and Justin Jay will be the coordinators.

Bar area update

No updates.

**PLACEHOLDERS**Crystal Lake Golf Course Free Passes

Jason Botterill received 4 free passes for golf at Crystal Lake as part of the DCC Golf Tournament that was held at their golf course. The passes will be used as prizes at one of our club events.

Names for Club Trophies

We have several trophies that need to have name plates created for the winning teams. The board discussed researching who the winners were over the years so the club can get the plates created.

Curling for All Kids update

Jeff Kennedy is working with some of the schools in the area. Moved to placeholder section per Jason Botterill .

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.

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.

Start a club podcast

Talk about club history, interview members, and have special guests. - Jason

Create a club History wall

The board discussed creating a wall with the History of the facility and the Dakota Curling club.

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**

#### **CLOSING**

Sarah Hartung motioned to adjourn the meeting. Heather Guse seconded the motion.  
Motion passed unanimously.

**Next meeting: February 10th, noon at DCC with a google meet option.**

**Adjournment: 2:30 p.m.**