



## Board of Directors Meeting Minutes

February 10th, 2024 12:00 p.m.

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

Members Present: Heather Guse, Sarah Hartung, Allan McHugh, Jon Skyberg, Anita Scott, Randy Peterson, Caree Kovacevich, Jeanine Perera

Members Absent: Jason Botterill

Others Present:

Quorum: Yes

### **CALL TO ORDER**

Sarah Hartung called the meeting to order at 1:01 p.m.

### **APPROVAL OF AGENDA**

Sarah Hartung motioned to approve the agenda. Allan McHugh seconded the motion. Motion passed unanimously.

### **APPROVAL of Minutes of the Regular Board Meeting January 21st, 2024.**

Randy Peterson motioned to approve the January 21st, 2024 meeting minutes. Sarah Hartung seconded the motion.

Motion passed unanimously.

### **ORDERS OF BUSINESS**

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

Determine what the date/time for future board meetings.

March 16th at 1:00 p.m., Saturday, April 20th at 1:00 p.m.

Plaque to recognize Book Boy donation

Jason Botterill is working on this item.

Hang Playdown Championship Plaques

Still on the Facilities list to do.

Annual AED training

Completed.

First Aid video

Optional.

SafeSport Refresher

Some board members still have to take the refresher.

## II. NEW BUSINESS

### Executive Committee

Incident reports

No new incidents since last meeting. Jason Botterill put an update to an open incident in the minutes folder. Primarily that USA Curling confirmed our coverage with them for this incident. USA Curling contact (Craig Perry) recommends claims be submitted as quickly as possible after an incident as this helps with processing. Jason noted that the board should consider how this is incorporated into our injury reporting process.

Increase Liability Insurance.

Wait for the full board to be present to discuss further.

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

- USCA - No updates.
- TCCA - Board meeting held Feb. 1. TCCA would like DCC to host more draws for the Big Spiel. DCC needs to determine what TCCA clinics they would like to have at their club. New President (Amanda Clore) and Vice President (Darwin Isdahl) voted in by board. TCCA needs a Treasurer. TCCA grants to Junior teams participating in U18 and U21 events have been approved by the board.
- MCA - DCC will be hosting the Area Playdowns (see the Business Operations section for details)

Finance ReportApproval of check register (December/January)

Jeanine Perera reviewed the check register with the board.

Sarah Hartung motioned to approve the check register. Heather Guse seconded the motion.

The Motion passed unanimously.

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

Jeanine Perera reviewed the P&L, Savings and Profoma with the board.

Approval of Club Budget (December/January)

Jon Skyberg motioned to approve the budget. Allan Muchugh seconded the motion.

The Motion passed unanimously.

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

Heather Guse will look into Square for mobile. Would like to have for the golf tournament,

Move some of the checking account balance to the savings account

Jeanine Perera transferred 50k to our savings account.

Electronic votes since last meeting  
none.

### **Member Services Committee Update**

#### Fall League Status/Playdowns

TCCA will need the names of the Championship teams for their Invitational Bonspiel this Spring.

#### Winter League Status

Sarah Hartung reported leagues are In progressive we still have some open spots in winter leagues.

#### Practice Ice/Winter

Sarah Hartung reported that Pete Segar is managing and it is working well.

#### Adding Women's League

Heather Guse and Sarah Hartng reported that the recommendation is for a 5:15 p.m. Mini League on Fridays on two sheets. They need to work with Rob Graber to get these on the schedule. Heather would like to advertise this league to the Ladies Night participants first and then open up to other members and clubs. Cost would be the same as for any other Mini Novice league.

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

No updates.

#### Calendar Updates

As needed for the Women's Mini Leagues, etc.

#### Newsletter

Sarah Hartung would like all newsletter items by Sunday Feb. 11th, 2024. She will Advertise the Doubles Spiel again and add a note to members to update their volunteer hours in the book at the bar.

#### Youth Curling Program

Sarah Hartung reported no updates on little ones 7-12 but HS kids did go to Chaska for a Scrimmage. They are also going to Duluth the first weekend in March to compete. Trying to get curling into the High Schools as a sport.

#### Website clean up status

On going. The board would like a website clean up review at the next meeting. - Heather's list from a previous board meeting on xx/xx/xx.

### **Volunteer Committee Update**

#### Member of the Month Process

Carrre Kovacevich asked that the board answer the example questions she emailed to us so she can determine what to include in the request for nominations for member of the month.

### Volunteer hour spreadsheet location

Caree Kovacevich reported that we need to start tracking a delinquent list.

The board determined it would be best to print out the spreadsheet and post it at the club for members to review. Heather will put the spreadsheet in the Board of Directors folder under the Volunteer Committee folder.

### **Facilities Committee Update**

Ice Shed

- Vinyl mesh to replace Tyvek - still being considered for next year

Warm Room

- Add additional hooks to broom and coat racks
  - Jon is following up on this item.
- Hardware upgrades to PC and cameras - Jon Anderson

Club Improvements still outstanding

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

Repairs

- Replace wiring harness block - summer
- Glycol leak - summer
- Recharge Fire Extinguisher - completed
- Replace fabric on old broom heads - volunteer opportunity
- Continuous water usage emails from the city - Jeanine Perera and Jon Skyberg have been communicating with the landlord and would like to get the club reimbursed for the \$5800 overcharge. No root cause for the excessive usage has been found. Jon Skyberg has been checking the meter and it appears that our water usage has been reduced recently.

### Club Site Committee - Randy

Randy Peterson reported that he has a good group pulled together to be on the committee. The committee noted that about two thirds of our members are in Lakeville so assuming that we want to grow we may have to go outside of Lakeville. Our current lease expires June of 2025. The committee is requesting quotes from some sites to use in lease negotiations. Caveat that any site moves would take a significant amount of volunteer time and money to accomplish.

### **Business Operations Committee Update**

#### Capital Improvements Fund

Raffle Committee - on hold

Other Committees that need participants:

- Golf tournament committee - Andy Grassman has volunteered to work the golf tournament again this year
- Bonspiel Committee
  - Bonspiels need sponsorships
  - Bonspiel calendar for next year with host assigned
- Club Advertisers Committee
  - The club needs additional sponsorships from businesses
  - Sponsorship brochure for ads, bonspiels and club events needs to be updated &

printed

Sarah will put requests for these committees in the newsletter. Allan McHugh will put something together to present during leagues to try and get volunteers for these committees.

#### Corporate/Private Events

- 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 10th, 12:00 p.m.
- 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.

Heather Guse reported that this has been filled. She reported that we may want to do another one in March. Would like to use this as a launching point for future Women's Mini-Leagues.

#### Plant Sale - Lori Wilson

Heather Guse reported that Lori has the plant sale organized. Information on when ordering will be available is coming soon. The delivery and pickup of plants will be on Tuesday, May 7th in the afternoon/evening. Sarah Hartung will put this information in the next newsletter.

#### Bonspiels

- Senior Spiel January 23rd and 24th - recap
  - 2 day 8 team Bonspiel 5 games for everyone. Round Robin Tuesday play downs Wednesday. \$160 per team.
  - Income
    - Entrance fees. \$1320
    - Bar about \$100
    - Total \$1420
  - Expenses
    - Morning coffee \$240 - donated
    - Tuesday lunch \$180
    - Wednesday lunch \$200 - donated
    - Miscellaneous including snacks trophies soft drinks \$100
    - Bar expenses includes 50 free drinks
    - 70 drinks mostly beer @ \$2 ==> \$140
    - Total \$1060
  - Net proceeds \$360
- 5 and Under Feb. 2-4, Jason/Brian, recap at next board meeting.
- Double Trouble March 1-3, Darcy & Paul Ellarby, registration is half full. Darcy posted to the TCCA website.
- 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. Heather reported that registration will be for 16 teams to start.

Arena Playdowns April 4-6

Jason Armstrong and Justin Jay are the coordinators and will be scheduling bartenders and ice crew.

2024 L2C calendar

- 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

Bar area update

Darren Kermes put in the new tap system with new lines and we are able to house more beer in our existing kegerator. We will have a rotating beer from local breweries.

**PLACEHOLDERS**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 .

Signage to welcome club membersProfessional 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**

Allan McHugh motioned to adjourn the meeting. Heather Guse seconded the motion.  
Motion passed unanimously.

**Next meeting: March 16th, 1:00 pm at DCC with a google meet option.**

**Adjournment: 3:14 p.m.**