Board of Directors Meeting Minutes

January 19th, 2025, 9:00 a.m.

NAMES OF ATTENDEES AND ABSENTEES

Members Present: Jon Skyberg, Anita Scott, Randy Peterson, Brian Mong, Jeanine Perera
Members Absent: Carrie Kovacevich, Allan McHugh, Jason Botterill, Jerry Schimmel
Others Present: Amy McGirl
Quorum (more than half): Yes

CALL TO ORDER

Brian Mong called the meeting to order at 9:05 a.m.

APPROVAL OF AGENDA

Randy Peterson motioned to approve the agenda. Anita Scott seconded the motion.
Motion passed unanimously.

APPROVAL of Minutes of the Board Meeting December 15th, 2024.

Meeting Minutes from the December 15th, 2024 board meeting were approved electronically on January 12th, 2025.

ORDERS OF BUSINESS

I. UNFINISHED BUSINESS

Determine what the date/time for future board meetings.
Wednesday, February 12th, 7:30 p.m.
March meeting - Board requested to move to February 12th meeting to decide on a date.

Decision on joining USWCA - Board approved joining at the December 15th, 2024 meeting.

Amy McGirl attended the board meeting and explained the process for joining the USWCA.

- All fees need to be paid by January 15, 2026
    - Fees include $25 for club per year
    - $7 per club member (minimum of 20 members) per year
- Board needs to put a process in place for getting 20 members signed up
    - How will the club communicate to the membership the benefits of the USWCA
        - Amy McGirl will create flyers and place them at the club
            - Some benefits are that the club can host an All American 1 day

Bonspiel. Amy McGirl volunteered to host the event.
- Members can participate in USWCA sanctioned events
  - Board members will promote joining during league nights (see email from Randy Peterson/Amy McGirl sent on 1/19 that outlines all the benefits)
- How will the club communicate to the membership how to join
  - Board members will communicate to teams during league nights once it is decided how we will collect membership dues.
- How will the club collect the membership dues each year
  - Add an option to pay the $7 dues to the league registration process for FY25/26
  - For USWCA 2026 membership the Board discussed collecting 20 names of members who are interested and paying their $7 dues for just one year if we cannot get the $7 added to the league registration system.

- Add the All American Bonspiel to the calendar for next year if the club plans to have membership in the USWCA by January 15th, 2026.

Update waiver forms and communicate to members - moved to next year
Jason Botterill reported that the board will work on this item for winter registration. All members have been reminded of the current process for ensuring that guests have signed waivers before entering the ice shed.

Board discussed putting a sign on the door that non-members need to sign a waiver before going on the ice.

Action: Allan McHugh will make a laminated sign for the ice shed entrance to indicate that non-members should not enter without signing a waiver.

The club needs an electronic method to take money during events, etc.- Jerry Schimmel
Jerry Schimmel to contact Sheryl Paulson-Price and find out if we can set up a Square account to use from our phones during events. No Updates.

II. NEW BUSINESS

Executive Committee

Incident reports
No incidents reported.

DCC President succession planning by March 2025
Review President Responsibilities list in January 19, 2025 minutes folder. The board discussed moving this item to the next meeting on February 12th 2025 when Jason Botterill can be present.

USCA /MCA/TCAA updates - Jason Botterill & Jodie Skyberg

USCA- No updates
MCA- Jason Botterill sent out an email 1/17/2025 to request a coordinator for the MN Mixed Playdowns on February 20-23 which will be hosted at our club.
TCCA - Big Spiel went very well. Debrief meeting on 1/19/2025 at 11:00 a.m.

Finance Report / Finance Committee

Approval of check register (December)
Jeanine Perera reviewed the check registers for December with the board.
Anita Scott motioned to approve the check registers. Randy Peterson seconded the motion. Motion passed unanimously.

Review of P&L, Proforma and Savings Account (July/August/September/October/November/December) - Jeanine Perera reported that financials for July/August/September will be posted today to the 1/19/2025 minutes folder. .We will do an electronic approval of the budget when the documents are placed in the 1/19/2025 minutes folder and Jeanine will send out an email to the board when they are posted.. Financials for October/November/December will be posted 1/21/2025 in the 1/19/2025 minutes folder. Jeanine will send out an email to the board when they are posted.

Approval of Club Budget (July/August/September/October/November/December) - Jeanine Perera reported that financials will be completed next week. The board will approve electronically when the documents are placed in the 1/19/2025 minutes folder.

Electronic votes since last meeting
Approval of December 15th, 2024 Meeting Minutes.

Member Services Committee Update

FY25 Winter Season
- Board reviewed the current Program Summary Report (in minutes folder)
- Added teams to Friday 5:30 p.m. Happy Hour League, 6 teams
- Added Sunday 7:30 p.m. League, 4 teams

Practice Ice
- Practice Ice: Feb. 8th, Feb. 15th, Mar. 1, Mar. 8, Mar. 29, Apr. 12, 19.

Learn to Curl
- Jan. 19, 9:45 a.m.
- Feb. 15, 4:45 p.m.
- Mar. 1, 4:45 p.m.
- Mar. 8, 4:45 p.m.
- Mar. 29, 4:45 p.m.
- Apr. 12, 4:45 p.m.

Calendar Updates
No updates.

Newsletter
Still need a volunteer to take input from the board and create the newsletter each month.

Youth Curling Program
Board discussed if we still need the $1000 set aside for curling stones or if we should re-allocate the

funds to something else. More discussion to come. Will discuss more at the February meeting when Jason Botterill is present.

Website Updates
Still need to get advertising and sponsorship rates created and put on the website.

Badge Orders
Anita Scott will place orders as needed.

Facilities Committee Update

Ice Shed

- Chiller repair status - Jon Skyberg reported that there were more issues with the chiller. CP3 went out due to the cold weather and Gartner came out and did adjustments. We have been running on 3 compressors instead of 4. The system still has a temporary fix for the leak that was caused by Gartner's maintenance visit last month. All the freon needs to be drained and replaced when Gartner does the permanent fix for the leak. This work is major and will require scheduled downtime.

Warm Room

- Jon Skyberg reported that the Camera system install started today 1/19. They will be back in two weeks to finish it up. Meanwhile we do not have camera access to the sheets. Randy Peterson noted that the cameras may be back mid to late February once all the Curling Stadium installation work is done.
- Jeanine Perera reported that she paid the initial invoice of $16,000 for the system.

Club Improvements/Repairs

- Vinyl mesh to replace Tyvek / new liner
- Add a lock on the thermostat in the ice shed.
- Modify hanger for stone measurement tool
- Re-cover old broom heads
- Flags in Ice Shed: Audit against the WCF countries and found 10 missing, 2 not WCF, 2 are upside down. Plan to resolve when we rent the lift for the lightning and camera installs for the curling stadium.
- Jon Skyberg reported that he worked with Spectrum to get the upload speeds needed to run the Curling Stadium system. We will save about $100 a month with the new service. Jon also had Jeanine Perera to account to so she can make changes.
    - The board discussed that the Spectrum speeds still are not quite enough to run the Curling Stadium system and perhaps we should look into a wireless hotspot that would provide more bandwidth. It was mentioned that Four Seasons uses a wireless hotspot to run their Curling Stadium.

Club Site Committee

- Randy Peterson reported that this is going slower than he expected. The Architects were out last week and are revising the plans to give us an update. He feels it is getting close.
- Lease renewal discussions with the landlord - following Mezzanine plans being completed
- Don't have final structural design so we don't have pricing yet. Randy Peterson reported that the engineer did find that the Mezzanine could rest on too block walls so we don't need extra beams or footings.

Business Operations Committee Update

Volunteer Committee.

- Volunteer hours tracking application
    - The app went live to all members and Sheryl is working through issues with our members.
        - Members need to request access from Sheryl Paulson-Price if they did not act on her original email.
    - Jon Skyberg needs to add Facilities volunteer opportunities to the application.

Capital Improvements Fund

Raffle Committee - Allan McHugh still hasn't been able to get a volunteer to take this on. Of note that we need 30 days to get a license to have a raffle.

Sweatshirts - Allan still has not been able to get a volunteer to take this on.

Other Committees that need participants:

- Bonspiel Committee (Allan is working on getting a chair for the committee)
    - We would still like to have sponsors for Bonspiels
    - Update Bonspiel calendar with hosts assigned - still need Triples host
    - Send Bonspiel calendar to TCCA to post on their website - still need Triples host
- Club Advertisers Committee (no updates)
    - The club needs additional sponsorships from businesses. This is being added to the volunteer opportunity list.
    - Advertising and Sponsorship brochure for ads, bonspiels and club events needs to be updated & printed. Allan McHugh was going to follow up with revising the pricing and getting the brochure created.
        - Would like to make wall and sheet signs the same size so they can be interchangeable.
        - We would like Curling Stadium streaming advertisement opportunities to be added to the brochure.
- Corporate/Private Events
    - Jan. 22, 10:30 a.m. 3 sheets, 29 curlers, needs 3 instructors, 1 bartender
    - Jan. 29, 12:30 p.m., no info on numbers, needs 2 instructors, 1 bartender
    - Feb 8, 8:45 a.m., U of M CSE, Rob Graber
    - LSHS event, need date
- Community Events
    - Curling day Minnesota, January 26th
    - MN Mixed Playdowns February 20-23 hosted at DCC.
    - Food Truck Festival coming in May. Anita will follow up with further details closer t
- Bonspiels
    - Recap Big Spiel January 9-11 - See TCCA section above
    - 5U Spiel Jan. 31-Feb. 2, Megan, still needs 5 teams
    - Doubles Spiel March 14-16, Joe Kaus
    - Triples Spiel April 5th, Needs chair
    - Cinco May 2-4, Troy Carson

Bar area update
No update.

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.

Jason Botterill reported that we have a Competition Committee that is working on getting the names updated on the club trophies.

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

Next meeting: February 12th,, 7:30 p.m.. @ Dakota Curling Club
Adjournment: Jon Skyberg motioned to adjourn at 10:00 a.m. Brian Mong seconded the motion. Motion passed unanimously.