Board of Directors Meeting Minutes

February 19th, 2025, 7:30 p.m.

NAMES OF ATTENDEES AND ABSENTEES

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

CALL TO ORDER

Jason Botteril called the meeting to order at 7:36 p.m.

APPROVAL OF AGENDA

Randy Peterson motioned to approve the agenda. Brian Mong seconded the motion.
Motion passed unanimously.

APPROVAL of Minutes of the Board Meeting January 19th, 2025.

Meeting Minutes from the January 15th, 2024 board meeting were approved electronically on January 29th, 2025.

ORDERS OF BUSINESS

I. UNFINISHED BUSINESS

Determine what the date/time for future board meetings.
Wednesday, February 19th, 7:30 p.m.
Anita Scott will send out dates for March and April and get feedback from board members.
Possible dates are:
Saturday, March 22, 9:00 a.m.
Sunday, March 23, 9:00 a.m.
Monday, April 28, 6:00 p.m.
Tuesday, April 29, 6:00 p.m

Decision on joining USWCA - Board approved joining at the December 15th, 2024 meeting.
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 suggested that Amy McGirl get a roster of 20 names of members that want to join.
- How will the club collect the membership dues
  - Add a pop-up option to pay the $7 dues during league registration

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.

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. Move to placeholders.

II. NEW BUSINESS

Executive Committee

Incident reports
No incidents reported.

DCC President succession planning by March 2025
Jason Botterill provided a roles/responsibilities list. It is in the January 19, 2025 minutes folder. Jason will have his plan to the board in March 2025. Three other board member's terms will be up in June 2025: Jeanine Perera, Allan McHugh, and Randy Peterson.

DCC Pins order
In process.

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

USCA- DCC received our check for hosting university games playdowns.
MCA- DCC will be hosting the MN Mixed Playdowns on February 20-23 which will be hosted at our club. Sam Smeesters and Andrew Price are coordinating the event.
TCCA - The Big Spiel will be held January 8-11th in 2026. We need to put this on our calendar.

Finance Report / Finance Committee

Approval of check register (December)
The board reviewed the check registers that Jeanine Perera placed in the minutes folder. 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) - The board will review and approve the financials for July-January 2025 electronically.
Approval of Club Budget (July/August/September/October/November/December) - The board will review and approve the budgets for July-January 2025 electronically.

Electronic votes since last meeting
Approval of January 19th, 2025 Meeting Minutes.

Member Services Committee Update

FY25 Winter Season

- Board reviewed the current Program Summary Report (in minutes folder).
- Rob Graber sent out unpaid invoice notices to members.
- $7,000 outstanding invoices. 94 Teams registered. 376 registrations.
- DCC Championships April 24-27
- Season End Tournament April 28-May 1st

Practice Ice

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

Learn to Curl

- 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
Board will make a list after each board meeting of items for the newsletter and send them to Sheryl Paulson-Price to create a newsletter.

Youth Curling Program
Action: Jason will follow up with Sarah Hartung to determine how to use the TCCA $1000 curling stone grant.

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

Badge Orders
Anita Scott placed orders for Builder badges on Feb. 18, 2025.

Facilities Committee Update

Ice Shed

- Lots of chiller issues because of the cold. -2 F seems to be when the problem occurs. We are running on three compressors. The fourth is still not operational. We need more powerful receivers for the compressors to run properly. The cost is $3,900.

Motion: Anita Scott motioned to approve purchasing the new receivers for $3,900. Brian Mong seconded the motion.
Motion passed unanimously.

- 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.
- Ice maintenance is in progress to prepare for the MN Mixed playdowns.

Motion Anita and Randy seconded the motion.

Warm Room

- The Curling Stadium Camera system is installed and is working. There are some tweaks that need to happen and the team will continue to work to smooth out the operations. Go to "Curling Stadium Dakota" to subscribe and check it out. The link will be put in the newsletter.

Club Improvements/Repairs

- Vinyl mesh to replace Tyvek / new liner - Jason asked for an estimate on a 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.
- Spectrum service has been upgraded.

Club Site Committee

- The board reviewed the updated Mezzanine design documents that Randy provided from the vendors. Randy Peterson asked for some additional design changes and is waiting for the new plans so we can get pricing for the project. Members can contact anitas@dakkotacurling.org if they want a copy of the current design plan.

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. Information will be placed in the newsletter.
        - 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
    - Feb. 27th, 10:45 a.m., 3 sheets, 25 people
    - March 12th, 2:30 p.m., 3 sheets, 24 people
    - LSHS event, need date
- Community Events
    - MN Mixed Playdowns February 20-23 hosted at DCC.
    - Food Truck Festival coming in May. Anita will follow up with further details when the date gets closer.
- Bonspiels
    - 5U Spiel Jan. 31-Feb. 2. Allan McHugh reported that the event only had 8 teams but was considered a success and good times were had by all!
    - Doubles Spiel March 14-16, Joe Kaus
    - Triples Spiel April 5th, Lori Wilson and Angie Lueschen
    - 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: TBD - proposed dates emailed to board to make a decision
Adjournment: Anita Scott motioned to adjourn at 8:53 p.m. Brian Mong seconded the motion. Motion passed unanimously.