

Minutes of the Nanaimo Club Executive and Board of Directors

Thursday, May 14th, 2020

Meeting Protocol:

Present: Brian McRory, Tom Weinreich, Mark Blackell, Mark Duffell, Mary Ellen Konyer, April Gale-Seixeiro, George Duffell, Vic Brice, John Knox, Muir Meredith, Andrea Trepanier.

Regrets: Jim Boutillier.

Mary Ellen Konyer called the meeting to order at 7:00 pm.

Minutes: **Motion** to adopt Mark B.'s minutes of the April 9th, 2020 meeting (Brian/George). **Carried.**

Correspondence: Mark Blackell – None.

President's Report – Mary-ellen Konyer: See written report.

Treasurer's Report – Tom Weinreich: While it looks pretty grim at first glance, the Balance Report shows that the total cash and cash equivalents are only down 1.71% down from last year. We'll likely have to do some juggling of the monies between accounts to ensure that we have enough money in the chequing account to be able to last to September. While revenues are obviously down, so are wages and expenses. No reason to panic at this point. We *will* need cash inflow by October.

Team Reports

a) Vice-president and Newsletter – Brian McRory: see written report.

- Directors noted that they liked getting the reports a few days before the meeting. We are supposed to pass a budget by the end of July, according to our financial policies. **ACTION:** Andrea to draft a budget and pass it on to the VP and Treasurer to hash out before presenting something to the entire board for the June meeting. We could then pass this budget at the July meeting.
- We discussed what assumptions should be made in that draft. Should it be an assumption of starting the year as normal, or should Andrea assume no more than 50 people in the building? We tended to think the latter or so it appeared. We can then adjust the budget if/when things change.
- **ACTION:** April. Will poll our members about their intentions in the fall. April noted that BC Curl will have their guidelines for safe curling out by the end of the month. We discussed whether or not we could wait.
- We may need to pull out locker revenue from the budget as using the space may not be possible; Andrea said, however, that she has a plan for how it could work and this will be further discussed.
- We discussed having some financial relief for some people but there was no conclusion on this as there was a recognition that we will be in financially difficult circumstances next year; we will continue to think about it.

- We discussed having half-season fees for those who want it and of recommending the option of fees being collected in quarter installments, as is available already in some leagues.
 - We discussed having a preferred membership drive to get some cash in the door and there tended to be agreement on this.
 - Brian noted that we now have the legal right to have an electronically mediated AGM, if we need to.
- b) Marketing – Jim Boutillier: no report.
- c) Fund raising – Muir Meredith: no report.
- d) Membership and communications – April Gale-Seixeiro: See written report. We are all ready to send the survey report to Andrea.
- e) Bonspiels – Vic Brice: no report. If we have bonspiels next year, April noted that we may have to limit our audience.
- f) Facilities – George Duffell: George and Mark installed a cupboard for the defibrillator.
- g) Curling – John Knox: We discussed some changes in league reps and when we need their feedback in developing changes for next year. **ACTION:** John to confirm with league reps whether they will be returning next season and to inform them we are exploring options to open with modifications to accommodate COVID -19 requirements and we will keep them up to date.
- h) Nominations & Curl BC – Mark Duffell: see written report.
- i) Strategic Planning – Mary Ellen Konyer: no report. We need ideas about how to best display the Strategic Plan in the Club. April will help with this.

Manager's Report – Andrea Trepanier: see written report.

Old Business: none.

New Business:

- We will put a few words on the calendar to note how to be a guest at Zoom Board meetings.
- Andrea noted that the Business of Curling 2021 event may not happen, but there is no reason why we cannot host it, *if* it happens. It must be at least revenue neutral, as we cannot lose money on it. If this can be assured, we agreed we are interested. **ACTION:** Andrea will reach out.

Adjournment: (Mark D./ Vic) The meeting adjourned at 8 pm.

Round Table.

- The next meeting will be on Thursday, June 11th, 2020 at 7:00 pm via Zoom.

Written Reports

President's Report - May 2020

There is very little to report as things are pretty quiet while we social distancing and wait to see where the pandemic takes us. I have included a couple links below. The one from TSN that John mentioned earlier, and another from Sportsnet. These point out the limitations and challenges faced by the curling world but offer limited solutions. Most club websites I have looked at are silent, posting nothing since their closure announcement in mid-March. Surprisingly, Ottawa Curling Club is accepting registrations starting June 1 for the regular season start up in September.

I am hopeful that we will hear something from Curling Canada or Curl BC in the near future that might have some ideas, as we know there are many clubs in the same, or worse, situation as our club. According to the Government of BC, Phase 2 timelines, sports may start again in mid-May. This surely does not consider our situation.

It might be prudent to look at what the financial picture would look like if we have no curling as compared to a modified season. This could mean a shortened season (ie Jan. – April), less capacity (4 of 8 sheets) , no bar/proshop, some volunteer staffing, or other creative ways to get through this crisis. Thankfully we still have some time to create a plan.

Stay safe,

Mary Ellen Konyer

<http://www.ottawacurlingclub.com/>

<https://www2.gov.bc.ca/gov/content/safety/emergency-preparedness-response-recovery/covid-19-provincial-support/bc-restart-plan>

<https://www.sportsnet.ca/curling/curling-several-challenges-overcome-can-return/>

<https://www.tsn.ca/kevin-martin-chats-covid-19-s-impact-on-curling-team-changes-and-new-podcast-1.1471183>

Vice-President Report for May 2020 Board Meeting

I am sure everyone has similar thoughts and feelings regarding the last month. With no curling or curling building access, most activities shut down or severely limited, and generally weird world, it is hard to get motivated about NCC business. For me most of the problem mentally is the unknown. Will we be delayed for start-up? Will we start-up at all? Will I be willing to return if we do? At this point I cannot answer these questions. Obviously, start-up will be determined by powers above us such as health officials and various levels of government. As to whether I return, that decision will be made on how assured of everyone's safety I am made to feel. After all, curling is a leisure activity and not an essential part of living.

With no real curling work to report, I decided to fill you in with "other" activities. Over the past month I have received and given two haircuts. Our purchase of a barber kit has already paid for itself. I have also renamed the days of the week. Instead of Monday, Tuesday....., Sunday, I now refer to them as Day, Day, Day, Growler Fill, Day, Day. Growler fill is a special day of the week where I visit one of our

sponsors, Wolf Brewery, and give them some business... I know its a huge sacrifice, but someone must do it. I usually go on two 10-12 km hikes each week in the area off Doumont Road or Extension or Nanoose. Daily waterfront walks or circuits around Westwood Lake occur on non-hike days. Other than a few Zoom happy hours and Netflix obsessions, that is it.

Looking forward to “seeing” everyone at Thursday’s meeting. Take care.

Brian McRory

Membership and communication report – May 2020

- Social media has been quiet, but I think it’s time to put more of our Meet the Board Member posts on Facebook with a note that we may as well return to some of our normal communication over the summer.
- Meet the Volunteer series is still in the queue with Bob Franklin as our first interview subject.
- Member survey analysis and proposed action plans have been sent to the Board for final review. After Board approval, the document will be released to Andrea. Once Andrea has had a chance to review, and we've addressed any immediate concerns she has, we'll remove the "for board of directors and manager review only" pages (39, 40, 41) and we can put this truncated version on our website. We won't put a link to it on the website anywhere (security by obscurity). Once the file is up, we can send a MailChimp inviting everyone to review the document on our website. This will not be posted on social media. Members can write to the membersurvey@nanaimocurlingclub.ca email address if they have anything to say about the survey results.
- The survey has shown that the “cost of curling at NCC” perception must be addressed. I’ll work on a presentation for this.
- An Instagram account for NCC is still in the queue. Will have to establish who our target audience is for this platform. This may be delayed since it’s primarily a visual medium and it’s difficult to get out and take pictures of things right now.
- I have grave concerns about the impact of COVID-19 on the feasibility of curling in the fall and the impact on our membership. I will think up some ways to keep our community strong even if curling is limited or impossible in the fall. Ideas are very welcome.

Possible future Grand Slam of Curling

- No updates since the last meeting.

Respectfully submitted,

April Gale-Seixeiro

Past President’s Report – May 2020

The new Automated External Defibrillator (AED) has been installed at the club along with signage. There was a delay in receiving the unit from the supplier, but it finally arrived and has been installed in a more

central location next to the disabled washroom. The case has an alarm that sounds when the door is opened.



Respectfully submitted,

Mark Duffell

Nanaimo Curling Club - Managers Report

May 12, 2020

Facility

- All appliances that require natural gas are shut-off: ovens, hot water tank, and boilers.
- Walk-in Cooler is repaired and operating.
- Windstorm knocked over HVAC unit on roof. The coolant lines are kinked now so the unit needs to be emptied, the lines repaired, and then refrigerant restored. Also, small leak in another unit. Estimated \$500 to repair first unit. Need to trouble shoot second unit to determine cost. All these units are simply set down on top of Styrofoam and the only thing holding them upright is the mechanical refrigerant lines. Not the best situation.
- Still waiting for boiler estimate to repair over summer months. The boilers will not run unattended in the current situation so this will need to be addressed before the colder months arrive.

Coffee Shop

- Closed until further notice.

Bar

- Nothing to report.

Pro Shop

- Nothing to report.

Staffing

- CEWS has been applied for first eligible period: March 15 to April 11. Estimate \$2,955 expected.
- Next eligibility period, April 12 to May 9, opens May 13.

Building Usage

- No active bookings until August 26th

Bonspiels

- Nothing to report.

Other

- Nothing to report.

Respectfully submitted,
Andrea Trepanier

Minutes of the Nanaimo Club Executive and Board of Directors – *Special Meeting*

Thursday, May 21st, 2020

Meeting Protocol:

Present: Brian McRory, Mark Blackell, Mark Duffell, Mary Ellen Konyer, April Gale-Seixeiro, George Duffell, Vic Brice, Muir Meredith, Andrea Trepanier,

Regrets: John Knox, Tom Weinreich, Jim Boutillier.

Mary Ellen Konyer called the meeting to order at 7:00 pm.

Motion: (Mary Ellen/Muir) “We call a Special General Meeting to be held virtually on June 18, 2020 at 7:00 pm. The purpose of the Special General Meeting is to borrow federal Covid-19 money. Carried

We discussed the mechanics of the special general meeting and of how to hold it via Zoom. **ACTION:** Mary Ellen, Brian, and April will draft a motion based on the notion presented by Brian via e-mail, to be first circulated to the Board members. **ACTION:** Mark B. will send a Zoom invite to the Board for circulation by April. **ACTION:** April will e-mail out to the membership, via Mail-chimp, with Mary Ellen’s e-mail as the return address, notice of the June 18th meeting including the notion to be voted on and the Zoom invite. **ACTION:** April will use this motion to prepare a PowerPoint slide presentation for the meeting and will e-mail it to Mark B., Mary Ellen, Brian, and Andrea. **ACTION:** Mark B. will call a Zoom meeting with Mary Ellen, April, Brian, and Andrea to work out how the Zoom special meeting will proceed and to iron-out the technology.

Meeting adjourned at 7:55