

**Nanaimo Curling Club
Executive & Board of Directors Meeting
Tuesday, December 21, 2021, at 6:00 PM
Skype Meeting**

Meeting Protocol

President: April Gale-Seixeiro called the meeting order at 6:02

Present: April Gale-Seixeiro, Andrea Trepanier, Terry Miller, Brian McRory, Kellie Rice, Mary Ellen Konyer, Kory Hurst, Earle Plain. George Duffell and Carolle MacIntosh joined late.

Adopt Minutes: Adopt Kellie Rice's Board minutes from November 16, 2021

1. Correspondence In- Letter from Debbie Erdos received and circulated.

Discussion:

- Investigate moving boot boys to front entrance
- Look into changing Pro Shop hours to be open in evening once a month
- Possible creation of ice makers group
- Remind league Reps. to check vaccination records
- Reminder in newsletter that when we bring a guest have the office check their vaccination records
- User group grippers will be cleaned over Christmas break
- Mid season ice maintenance scheduled for Christmas break.
- Ice conditions- comparable to several years ago
- Daryl Level 2 Ice Technician now

Action item: Kellie reply to Debbie's letter.

2. President's Report – April Gale-Seixeiro- See written report.

3. Treasurer's Report – Tom Weinreich.

November turned out to be a pretty good month despite the loss of revenue from CERB and CERS (a difference of approximately \$16,000 from last year). Expenses were up as well as revenues. This was to be expected as we are having a curling season this year.

\$2,500 of the bad debt write-off is due to non-payment of advertising by Laird Wheaton for last year's shortened season.

I've attached a screenshot of the actual wages for the month of November. This does not get included in the official treasurer's reports due to privacy issues.

4. Team Reports

- a) Vice-president– Mary Ellen Konyer- See written report
- b) Marketing – Carolle MacIntosh- **Action Item:** Review list of non returning curlers and start calling people on the list. Mary Ellen and Kellie will help.
- c) Fund raising – Kory Hurst- See written report
- d) Membership and communications – Vacant
- e) Volunteers, Bonspiels and Catering – Earle Plain- See written report
- f) Facilities - George Duffell-
 - o replaced some of the baseboards in the locker room.
 - o replaced cork board in men’s washroom.
 - o Mark Duffell hardwired the small TV in the bar that is used for the cameras in the lobby.
 - o Carbon Monoxide detectors installed.
- g) Curling – Terry Miller-
- h) Curl BC – Brian McRory- No communication from Curl BC
- i) Strategic Planning – April Gale-Seixeiro- No report

Manager’s Report – Andrea Trepanier- See written report

- 6 Christmas parties were held at the NCC this December.

Old Business:

- Registration Process-Ongoing
- Social Memberships- tabled till New Year
- Canadian Stick Curling Championships- tabled
- Cost of Curling presentation
- Committee for fundraising for ice arena floor replacement-
 - o Possible names for Committee Chair were submitted. **Action Item:** Kory will follow up.
 - o Look into the cost of hiring company to manage the campaign. Nothing confirmed at this point.
 - o The city has been contacted and they are putting the floor replacement into their proposal for 2023. They have suggested that we need to raise funds.
 - o Possible fundraising options proposed- selling rock handles, setting up bottle return account, billiards tournament
- Curling Centre/Curling Club- ongoing

New Business:

- Review incident November 24th, 2021- Staff are to receive First Aid training.
Action Item: Andrea- to ensure First Aid training which includes AED training for staff.
- **Action Item:** April will follow up with members who were very helpful during the incident.
- Bonspiels- No Bonspiels till at least January 18th, 2022, as per PHO orders. It was decided to leave the Ladies Bonspiel as scheduled. **Action Item:** Earle will reach out the ladies Bonspiel Convenors.
 - Hospice fundraiser cancelled. Hospice has new administration, and they are pursuing other fundraising projects this year.
 - Canada Winter Games Qualifier was cancelled because of a scheduling conflict with BC Highschool Championships. We were not able to accommodate a date change.
- Novice wind up: Members and League Reps were invited to meet and curl. Teams of 2 Novice and 2 experienced curlers played a 4-end game and then went upstairs to socialize. League reps. were given the opportunity to invite Novice curlers to join their leagues. Friday Night is full, Six Pack is filling up. The next Novice 4-week program sign up has begun. 4 Coaches have confirmed. Joe, Evan, Carolle and Earle **Action Item:** Andrea to send sign up numbers to Mary Ellen.
- Mary Ellen made a motion that the members be offered ½ price grippers with the return of their old grippers, to facilitate updating equipment to improve ice cleanliness. Valid until the close of the 2021-2022 season. Second: Terry Miller All in favour.
- Goldline has a gripper return program. **Action Item:** Andrea will investigate.

Motion to adjourned at 7:46 PM

Next meeting January 18, 2022, at 6:00PM via Skype.

Presidents Report:

President and Membership and communication (acting) report – December 2021

President's comments:

We were all saddened by the loss of member Keith Scott at the club on November 24. Our condolences are extended to Keith's family and friends, and curling family. Thank you to our staff and members who helped Keith – Deb and Daryl, and Joe and Alice.

In the last month, there have been some positive developments at NCC. The Learn to Curl programs, led by Mary Ellen, have been a huge success, and should gain us several new members. Members who did not sign up for the fall session are joining for the spring session. But new restrictions due to the Omicron variant are throwing a monkey wrench into our plans. Hopefully we will be able to build on the positives of the past month after the holiday shutdown.

- Accomplished in the last month:
 - Analysis performed on last years and this year's member lists to determine list of who has not returned, as of mid-October, so they can be contacted. Data was provided to Kellie and Carolle. Draft online survey questions for non-returning members were also provided to Kellie and Carolle for feedback. No feedback received.
 - Mark Foster, VP of Comox Valley CC, reached out to our club to connect with Mary Ellen and me. We had a good Zoom call with him and exchanged info about our clubs and talked about having our boards play a game against each other and connecting.
 - Cost of curling presentation was written up for Thursday Women's league, and I attended the start of the league on December 2 to distribute the info and answer any questions. Will develop this document into one that includes info for all leagues and distribute it to the membership.
 - Social media interaction on Facebook, Twitter and Reddit
 - MailChimp communications sent out for November newsletter, second half registration open, and notification regarding Keith Scott.
 - NCC was selected to receive \$500 to promote a contest being held by Connect Hearing. Facebook posts are queued up for January and February as required, and info has been sent to Mary Ellen for the newsletter. Once proof of these items are sent to Connect Hearing, NCC will receive \$500.
- Tasks to do:
 - Restart work with Andrea, Carolle, and Mary Ellen to implement the communication / social media calendar
 - Meet the Board Member posts on Facebook
 - Need to reach out for info
 - Meet the Volunteer series preparation
 - Strategic plan review

2023 Canada Winter Games Qualifier

- Cancelled due to date change by Curl BC.

Possible future Grand Slam of Curling

- Nothing to report.

Respectfully submitted,
April Gale-Seixeiro

VP & Newsletter Report-

Newsletter

The last newsletter was sent November 19. Of the 707 recipients 408 were opened, so 58%. Very few (3) people used any of the links provided in the newsletter. These clicks were all for the BC U21 Special Worlds Qualifier.

The next newsletter will go out in early January. Please send any items you wish to be included by Jan. 1 if possible. We may have very little news aside from the new restrictions, so this date could be pushed back.

Learn To Curl

The Learn To Curl (8 Weeks) and the Fun Curl (4 weeks) programs wrapped up on Dec. 15. Fifteen new curlers along with 21 club members had a 4-end game followed by appetizers, socializing and Christmas cheer upstairs. Five league reps came out to curl and introduce themselves and their leagues and welcome the new curlers. Many thanks to all the coaches who helped out with the programs.

We will be running another Fun Curl program beginning January 12. There has been a lot of interest and more than twenty people expressing interest in joining. Some have expressed having difficulty signing up online.

Respectfully submitted,

Mary Ellen Konyer

Fundraising Report- Kory Hurst

Tasks Completed

- Roster Book
 - Future paid deadline for inclusion - November 1st
 - Roster Book laid out
- Athlete Fundraising
 - Mack Ellis is not actually a member
 - Mathew Davies has advanced past the preliminary (first) round of a Curl BC event (BC U21 Special Worlds Qualifier). Funding could be considered for the next event he competes in.
 - The City of Nanaimo “Travel Assistance Grant” program is on hold until 2022
- Floor Committee
 - Emailed Art Degroot (2021-12-14)
 - Possible chair or committee member
- Web Hosting / Registration Criteria
 - I have not made time to meet with Andrea about specific criteria
 - Curling.io is registration only (See Vancouver Curling Club)
 - Curling manager is a full website solution (See Parksville Curling Club)
- Advertising Audit
 - Paper then permanent league sponsor signs mounted
 - Received list of invoices to sponsors
 - Advertising portfolio

Fundraising Ideas

- Purdy’s fundraiser for Easter
- Return it depot Fundraiser
- Summer Billiards Tournament

To Do

- Document Andrea’s web hosting criteria
- Develop a plan and likely timeline to execute the transition from our current domain name to the domain name of our choice
- Attempt to change the Bar TV display

Bonspiels and Volunteers Directors Report:

Bonspiels

- *The Masters Bonspiel* (Nov 25-27th) organized by Cliff King, Gord Borbandy and Bob Larsen went well.

- Reached out to contacts for bonspiels in January 2022. Committees have been formed for the Men's Bonspiel (January 14-16, 2022) and the Wine Works Intraclub Bonspiel (January 20-22nd, 2022).
- Provincial health officer (PHO) guidance was changed on December 17, 2021 due to the rise in Covid cases across BC and the prevalence of the new highly transmissible Covid 19 variant (Omicron). Under the newest PHO guidance, sports tournaments are paused (not allowed) in January 2022. This means that both the Men's Bonspiel and Intraclub Bonspiel are cancelled.
- Both the Men's and Wine Works bonspiel committees were advised of this direction. It was also noted that we have an open weekend in March due to NCC no longer hosting the Canada Winter Games Qualifier so a cancelled bonspiel might choose to reschedule to that weekend. As the Men's bonspiel was 1st in the schedule, they have the 1st opportunity to reschedule to that date.

Next steps -

- Will need to reach out to remaining bonspiel organizers (February and March 2022) and ask them to be prepared to move ahead if things change with PHO guidance.
- At this point it is likely that the Women's bonspiel scheduled for February 4-6, 2022 will also need to be cancelled as it would be difficult to get things in place quickly if the PHO guidance lifts the 'pause' on January 31st.

Volunteers

- Organized a group of Volunteers (4 people) from the Friendly 5 League to assist with Christmas decorating upstairs.

Respectfully submitted,
Earle Plain

Managers Report:

Facility

- Agreement with Chem Aqua to install water treatment equipment and monitor water condition monthly entered into for 1 year. This is to ensure water conditions in the condenser deter the development of Legionnaires disease causing bacteria and also maintain longevity of equipment by lowering dissolved solids.
- Fire suppression system and fire extinguisher inspection completed.

Coffee Shop

- Repair done on dishwasher on main floor – cost split 50-50 with Livewire.

Bar

- Christmas party season went well.
- Many leagues enjoyed post play Christmas celebrations in the final week before the holidays. Thank you to all the league reps for adhering to COVID safety protocols.

Pro Shop

- Busy time and reorders were done with our suppliers. Nice to see out of town shoppers.

Staffing

- Nothing to report.

Building Usage

- Christmas parties

Bonspiels

- Master's Bonspiel at the end of November was very well received and went smoothly.

Leagues

- Leagues are filling up for the spring session.

Respectfully submitted,
Andrea Trepanier