

**Minutes of the Nanaimo Club Executive and Board of Directors**  
**Friday, February 5th, 2021 – on Zoom**

Meeting Protocol:

Present: Brian McRory, Tom Weinreich, Mark Blackell, Mary Ellen Konyer, April Gale-Seixeiro, Terry Miller, Andrea Trepanier, Colleen Leslie, George Duffell

Regrets:

Brian McRory called the meeting to order at 6:59 pm.

Andrea added another two agenda items in new business: another fundraising draw and the possibility of pickleball.

Minutes:

- to adopt Mark Blackell's minutes of the January 9th, 2021 meeting. **Adopted unanimously.**

Correspondence – Mark Blackell:

- Coffee with Curl BC on Feb 24<sup>th</sup>, 2021 was mentioned.

President's Report – Brian McRory: see written report. Brian added that there were two kind thank-you messages from members to the Board. There was also a suggestion that we purchase a set of rocks and rings and rent them to the schools; we will keep this in mind as we get out of the pandemic.

Treasurer's Report – Tom Weinreich: Tom noted that we managed to make money last month due to continued subsidies and low expenses. Mary Ellen asked how much money we need to start in September. Tom noted that we will have enough money to start up in September due to the continued subsidies, but the question is whether enough people will come back and if it will be adequate, as the year goes on, to fund our full expenses when the subsidies are gone.

**Team Reports**

- a) Vice-president and Newsletter – April Gale-Seixeiro: see written report.
- b) Marketing – no report.
- c) Fund raising – no report.
- d) Membership and communications – see April's written report.
- e) Bonspiels and Volunteers – Colleen Leslie: there have been no bonspiels (beyond virtual ones! We will try another on-line bonspiel).
- f) Facilities – George Duffell: No report.
- g) Curling – Terry Miller: No report.
- h) Nominations & Curl BC – Mary Ellen Konyer: Mary Ellen attended a workshop put on by Via Sport on women on boards and got some good ideas on getting underrepresented groups onto the board. She is working on a handout on this. She

spoke with some people about being on the Board and one may attend the next Board meeting.

- i) Strategic Planning – Brian McRory: No report.

Manager's Report – Andrea Trepanier: see written report. Live Wire Catering is now doing on-line ordering. The upstairs kitchen will also be used by a group that is making bagels and this brings in some income; there may also be another lease agreement for that kitchen which will bring in money. In response to a question by Mary Ellen, Andrea noted that these leases are month-to-month agreements and that the agreements stipulate that if we need to use the kitchen, then, with notice, the renters will adjust their time of use. Colleen asked about if and how we are advertising the new on-line ordering by Live Wire Catering. **ACTION:** April will send out an e-mail to add to the Facebook information distributed.

#### Old Business:

- Planning for Special General Meeting. April updated us on the planning to date, which is going very well. A reminder will go out on February 11<sup>th</sup>. **ACTION:** Brian, April, Mark, and Andrea will do a practice run.
- Mary Ellen noted that, according to our by-laws, we need to have a resolution in a general meeting to change the director titles. There was some question as to whether this could be a special motion in a general meeting or whether it had to be a special meeting. We agreed to have a motion on changing the Bonspiels, Volunteers, and Catering Director's title at the summer's AGM or in a special meeting after that meeting, if a special meeting is needed.

#### New Business:

- *Plan for staying open/closing.* April abstained from voting on this due to a conflict of interest. George asked about the costs of keeping the ice open for the end of the regular season. We discussed keeping the ice open until the middle of March for the juniors; the school program will only run until next week. If we shut down at the end of next week, to accommodate the school program, the juniors would miss 5 weeks. Tom noted that it makes sense to shut down the ice after this Thursday when the school program is done; doing so would save about \$2000 on wages; If we did shut down on Friday, February 12<sup>th</sup>, the ice technician staff would no longer be employed by the end of February. The CEWS ends at the end of June 2021, but after March 13<sup>th</sup> we are unsure about the percentage of wages that will be covered, and we discussed how this creates some uncertainty over costs after March 13th. George asked if shutting the ice next week would affect grant funding; Andrea indicated that she will have to indicate how much of our gaming fund is left over, which should be about \$4000 (Aside: Andrea has ordered some stabilizers and brooms for the programs). The government is unlikely to claw it back, but they may take it off of next year's grant.

- We discussed an anonymous proposal to cover the difference in cost between shutting the ice down on February 12<sup>th</sup> (after the school program is over) versus on March 15<sup>th</sup> (after the juniors are finished). **MOTION** to go in camera (Mark/Terry) to discuss staffing issues. **Carried.**
- Andrea left the meeting and rejoined when we left our in-camera session.
- After careful deliberation, we decided to keep the ice in until March 15<sup>th</sup>. The ice will be available for practice until then and the school and junior programs will finish. We gratefully accepted an anonymous donation which will cover the additional costs incurred by staying open from February 12<sup>th</sup> through March 15<sup>th</sup>. If PHO orders change before March 15<sup>th</sup> and adult team sports may resume, the board will meet immediately to consider resuming our leagues.
- We considered *a request from Melissa Soligo*, who is coaching the Mixed Doubles team from Victoria going to the nationals in the bubble, to be allowed to practice at NCC. After consideration of the provincial public health rules for high-performance sports teams, we approved their request to rent the ice and Andrea will communicate with them.
- *BC Curl requests for hosting.* We discussed a list of events that Curl BC is asking for hosting. These are listed below (see next bullet for our decision).

U21 Special Worlds Qualifier	Provincial Championship	October 28th-31st (if we run on
U18	Provincial Championship	November 10th-14th, 2021
U15 Challenge Cup	Provincial Championship	November 5-7, 2021
Wheelchair	Provincial Championship	Jan 29-31, 2022
Mixed Doubles	Provincial Championship	February 10th-13th, 2022
Junior	Provincial Championship	Feb 22-27th, 2022
2023 CWG Mixed Doubles Qualifier (U20)	BC Qualifier	March 3rd-6th, 2022
2022-23 BC Master	Provincial Championship	March 1st-6th, 2022
2022-23 BC Seniors	Provincial Championship	March 15th-20th, 2022

- *Hosting 2021 BC Seniors in late October 2021 (Oct 19-24 or Oct 26-31);* April cannot chair this planning committee anymore due to her competition dates. We decided to canvas members to see if anyone is interested in chairing this. Terry spoke of his league running this, but April noted that a point person is needed, and that person would have a committee of 10-12 people. **ACTION:** April will ask Will, of Curl BC, about what sort of event they were envisioning given the difficulty of fundraising this year. She will then communicate with Terry. If we do this, we will not be able to do any of the other events that year listed in the box above.

- *Process to issue income tax receipts for amounts donated to NCC.* April attended a Curl BC event on this item. She does not think we should do this as to do so we would have to wash it through the Sport BC Amateur Sport Fund (Sport BC would collect 5%, give 95% of it to Curl BC, who would then give it to us with restrictions on what we could use it for). Andrea noted that this would be useful *if and when* we structured our own project like a new ice surface. For this year, we agreed that it does not make sense to do this as the money is needed for operating expenses, it would be a hassle, and we would lose money.
- *New Pick a Number Prize draw.* Andrea suggested running a shorter (12-week) draw with fewer numbers and with a higher starting draw prize of \$500 as we may make more money that way (we cleared \$3400 on the pick-50 draw), although we might lose money in the first few weeks. We agreed to go ahead but starting only at \$300. Andrea will start the license application.
- We discussed *renting the space for pickleball.* It would cost about \$1500-1700 to get the start-up equipment. Andrea asked us to think about this for the next meeting as there is no rush.

Adjournment: (Tom/George) The meeting adjourned at 8:37 pm.

- The next meeting will be on Thursday, March 11<sup>th</sup>, 2021 at 7:00 PM.

Round Table.

## Written Reports

### President's Report February 2021

Well, another month has passed without curling. As we wait for further instructions from the PHO it is difficult to get anything concrete accomplished. We have been fortunate to receive two grants: one from the BC government through VIA Sport for \$7500, and one from the Canada United Business Relief Fund (CUSBRF) for \$4793.98. These are a result of Andrea's work and due diligence in sending applications. I worked with April in sending out the notice to members after our last meeting and the notice required for the Special AGM. Very few curlers responded with comments or questions, and most were of a general nature either easy to answer or requiring a crystal ball prediction. For example, do we need the money, will we be able to pay it back, do you think people want to finish the season if permitted, can we vote by email in advance, and will next season be a return to regular curling. April is presently getting a presentation ready for the AGM on February 18. I have assisted her with input and proof reading. I know we will have another communication to prepare after our meeting this Friday.

On a final note, it might be a good time to think about your decision regarding plans for the board next season. As it has been a difficult year, people may or may not be willing to continue with board commitments. Take care and I will “see” everyone Friday at 7:00pm.

Brian McRory

### **Vice-president and Membership and communication (acting) report – February 2021**

- Accomplished in the last month:
  - Attended a virtual presentation by Curl BC about how to accept tax exempt donations from our members and issue tax receipts. Summarized information from this meeting and sent to all board members and requested that we discuss at our next meeting.
  - Attended a virtual presentation sponsored by Curler Outreach Program with topic How COVID-19 Impacts Curling. The presenter was Dr. Paul Luethy who wrote the scientific paper about the outbreak at US Club Nationals. The NCC board and manager have already discussed all the info that was presented and our Return to Curling guide and current protocols are in line with Dr. Luethy’s guidance.
  - Worked with Brian to communicate to our members on Jan 10 about the continued pause in curling.
  - Sent out SGM notice via MailChimp and had it placed on our website. Worked with Brian, Andrea and Tom to create and send answers to member questions.
  - Shared Livewire Catering’s takeout info on our Facebook page.
- Tasks to do:
  - Work with Brian to send communication letting our members know what is going to happen at the club in the next month+.
  - Cost of Curling presentation
    - I want to redo the work I already did so that the numbers match the financial statements our members voted to adopt at the AGM
    - Still need to address the “why is Friday night so expensive” etc. perspective.
  - Meet the Board Member posts on Facebook
    - I need photos of our new board members, but am not sure how best to do this.
  - Meet the Volunteer series preparation
  - New member guide

#### 2021 BC Seniors

- Curl BC has asked if we are interested in hosting this event on Oct 19-24 or Oct 26-31, 2021.
- I will not be able to chair this event in the fall.

#### Possible future Grand Slam of Curling

- Nothing to report

Respectfully submitted,  
April Gale-Seixeiro

## **Nanaimo Curling Club – Manager’s Report**

**Feb 4, 2021**

### **Facility**

- Boiler repair parts are in. Work to be completed once boilers are shutdown.
- City of Nanaimo is doing a facility assessment on Feb 16-2021.

### **Coffee Shop**

- Marketing online pick-up meal orders.

### **Bar**

- Closed.
- Walk-in and line coolers are shutdown.
- All beer, wine and pop lines have been sanitized.

### **Pro Shop**

- Closed.
- Orders pending for grant fund usage in programs.

### **Staffing**

- Nothing to report.

### **Building Usage**

- All bookings cancelled at this time.

### **Bonspiels**

- Online bonspiel underway...championship game left TBD.

### **Leagues**

- All leagues cancelled until changes to PHO orders.
- Junior Program still operating.
- Practice Ice available to all league participants.
- School program is operating.

### **Other**

- Lease under review for upstairs kitchen to start March 1, 2021.

Respectfully submitted,  
Andrea Trepanier

