

**Nanaimo Curling Club
Executive & Board of Directors Meeting
Tuesday, January 18, 2022, at 6:00 PM
Via Microsoft Teams**

Guest: Muir Meredith will be joining the meeting at 7:00PM

Meeting Protocol

President: April Gale-Seixeiro called the meeting order at 6:07PM

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.

President: April Gale-Seixeiro called the meeting order at 6:07

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

Adopt Minutes: Adopted Kellie Rice's minutes of the regular Board meeting held December 21, 2021

An overpayment of wages was identified by the Treasurer, the employee offered to repay the amount by writing a cheque. The Treasurer will work out the details with the employee. The employee apologised for the error.

Motion: Earle/Terry- The Board moves to accept the repayment from Andrea Trepanier for the overpayment of wages to the Nanaimo Curling Club as proposed in her letter dated January 14,2022 addressed to the Board of Directors.

Vote: Unanimous

Motion: Mary Ellen/George- I move that the details of the December 22, 2021, vacation payout be factored into future vacation payouts when Andreas present employment ends.

Vote: Unanimous

Motion: Kory/Tom- In response the Andrea Trepanier's letter dated January 14, 2022, we accept her resignation and hope to continue to work with Andrea while we find her replacement.

Vote: Unanimous

Andrea explained that someone else needs to be in this role and feels that the curling club is not being serviced well. "I just can't handle it like I used to." I do intend to keep curling and maybe resurrect Little Rockers program next year. Thank you.

Correspondence In/Out

Letter sent to D. Erdos in response to letter received December 2021

President's report- April Gale -Seixeiro- see written report

PHO Orders concerning Bonspiels extended to Feb 16, 2022

- Most Bonspiels have been moved to March

- Wolf Pack needs to move league night back as a result of Bonspiel cancelations.

Email from Curl BC; Strongly recommending physical distancing, closing change room, mask wearing on ice, one person sweeping, staggering start and stop times.

- We had already installed a hepa filter in the locker room. People have a choice if they want to use change room or not.
- Teams are not being penalized for calling in sick.
- We will not mandate any changes at this time but encourage people to wear masks on the ice and go to one person sweeping.

Treasurers Report- Tom Weinreich-

While December looked like a good month, it's important to note that our actual cash and equivalents dropped by about \$23,000.00. On the bright side, league dues, including renewals and deferred league revenue are up to \$27,000.00 for the month

Our utility expenses are understandably higher (by about \$7,400.00) than last year at this as we are no longer receiving a significant amount of federal government subsidies (down about \$9,000.00)

At the end of the day, we ended up with a \$9641.545 profit rather than last years \$6,124.76 loss.

The Government subsidies had been extended 1 extra month. There was no money in November and a small amount in December. \$3800.00 and \$1800.00

Andrea reported that when we applied for the subsidies, we had a choice between the Hiring Subsidy and the wage subsidy, we chose the CEWS or Canadian Emergency Wage Subsidy. The other subsidy that we received was the Canadian Emergency Rent Subsidy.

Question to Treasurer; When do we have to pay back the loans? Answer- We were supposed to pay back in December 2022 and the deadline has now been extended to December 31, 2023.

Muir Meredith joined the meeting at 7:05 PM

- Muir accepted the role of the Fundraising chair for the arena floor and happy to accept what the Board decides his role should be.
 - Muir shared some of his fundraising experiences with the Board
 - Talked about some of his ideas such as an annual giving fund. In his last school he was able to show that he had 100% support for the project from the staff as they had all donated an amount of money. This is very important.
 - How we recognize donations we receive is very important
 - April appointed Kory as Project Manager for the fundraising project.
 - Muir will take the lead on the next step.
- Muir left the meeting.
Return to Agenda.

Team Reports:

- a) Vice-president– Mary Ellen Konyer-
 - Talked about the learn to curl program, lots of new curlers
 - Reminder that that Spring Fling in the past has included a Novice event and would like to see it again this year.
 - Will include an article about the Yoga for curlers in the next newsletter although on hold due to PHO orders.
 - Will also remind members about the half price gripper sale till the end of the year in the newsletter
- b) Marketing- Carolle MacIntosh
 - Carolle MacIntosh reported that there is still a team in Thursday night men's that have not been able to pay. They do not want to leave work to come down and pay. They are a 5-man team so they could not register online. They have sent an email and received no response. Andrea asked that Carolle email her the details and she would follow up. The team told Carolle that they are used to being able to pay when they come to the centre.
 - Are we going ahead with marketing to new members, I was set to go after Christmas so that we could take advantage of the Spring sign up. April reported that she asked Carolle to hold off in fear that we would be shut down. We can move ahead now.
- c) Fund raising – Kory Hurst- plans to revive the cancelled bottle drive
- d) Membership and communications – Vacant- see presidents report
- e) Volunteers, Bonspiels and Catering – Earle Plain- report attached
 - The PHO orders for Bonspiels have been extended to Feb 16, 2022
 - The Bonspiels from January and February have been moved to March.
 - Andrea reported that she had cancelled the Craft Brew Super Spiel and has updated the calendar.
 - Following discussion, the Family Spiel has been moved to February 26, 2022, to allow more time to prepare
 - Juniors has requested that going forward the Junior Bonspiel traditionally held on the first weekend in November be moved to another weekend during the season. Kellie will consult with other Junior programs so as not to have conflicting dates.
 - Adding Bonspiels to the Curl BC calendar was discussed.
- f) Facilities - George Duffell-
 - The floating shelves installed in the bar during the renovation were not designed to hold the weight of the bottles, as a result the shelves started sloping forward. The bottles were removed last week, and the shelves have been fixed.
 - One of the reupholstered and restructured chairs on the pool table side of the Canada 150 Room had a screw coming loose. Originally it was not a great chair design. This has been fixed but requested that we keep an eye out for further problems and report to George.
 - The roof leak has not been addressed at this point, but the city is aware and have a contractor coming to fix it.
 - George offered to take any Board members who wanted to see the roof up for a tour.
- g) Curling – Terry Miller- Report attached –
 - Thank you to Andrea for fixing my half price gripper sign, mistakenly left off for NCC members only.

- In my report I spoke with Karen Watson about Carley Hardie from Duncan, a member of Team Richards U18 team needing a place to practice. The NCC Board agreed let Carley practice in Nanaimo at no cost.
 - Andrea mentioned that Brent D. from Duncan had had several coaching sessions at the NCC for his team that he was coaching. The same offer will be extended to him as Carley.
 - Mary Ellen asked that the Honorariums that had been approved at the November meeting for the Learn to curl coaches be distributed. Mary Ellen will send the information again to Andrea.
- h) Curl BC – Brian McRory- Board governance report attached- Brian was thanked for his report.
- Nothing to report from Curl BC
 - Kellie reported that there is a Coffee with Curl BC chat via Zoom in the morning. April requested if anyone attends that they report back to the board.
- i) Strategic Planning – April Gale-Seixeiro-No Report

Managers Report- Andrea Trepanier- Report attached

- Will check with the plumber when he comes to repair the burst pipe in the Engine Room emergency chemical shower if we should be wrapping the pipes going forward.
- Liquor Inspector was in. Very impressed with the receipts that are available in the bar from a drop-down menu on the computer there. Informed us that freebies from our suppliers are not allowed such as glasses and bar ware, but the ones we receive for leagues prizes to engrave are fine.
- We have disk golf starting upstairs on Thursday evenings, my hope is that they will hang out in our bar in the summer after league play.
- LGBTQ Open League has folded, and the sponsorship money has been returned to the Milton Street Pub.
- Missed snow day games have been rescheduled.
- School Program bookings are being cancelled and we assume this is because of Covid.

Old Business:

- Registration Process-Ongoing
- Social Memberships- tabled
- Canadian Stick Curling Championships- tabled
- Cost of Curling presentation
- Curling Centre/Curling Club- ongoing
- First Aid for staff- Andrea reported that the most ideal time for this to happen would be in the fall while all other training is going on. The cost is \$110.00 a person for a seven-hour course with CPR C included.
- Ambulance was called on Wednesday January 12, 2022, for an incidence on ice. Discussion took place that the staff did not know the phone number of the NCC. It was suggested that the staff ensure there is someone at the door to direct the ambulance to the injured/sick person.

New Business:

- Team fundraising within the Curling Centre. Mack Ellis paid capital reserve and club affiliation fees, reported by Andrea at the last meeting. – Tabled

- Purchase a Zoom licence for the Nanaimo Curling Centre- We have decided to go with Microsoft Teams which is free with Microsoft 365.
- In Camera meeting minutes to be saved in a central location. - Tabled
- Employee sick time- With the BC regulations in mind, how do we keep track of this. There is a place in QuickBooks to record sick time.
- Collection of Curling dues- discussed under marketing report.
- Advertising revenue-not addressed0
- Letter from Curl BC- Re Covid safety plans was addressed at the beginning of the meeting. Carolle had left the meeting.

Next meeting date not set.

Motion to Adjourned Mary Ellen/Terry at 8:55PM

Presidents Report

President's comments:

So far we have been able to resume almost all our regular activities at NCC. Leagues are back up and running after the holiday break. A new Learn To Curl program is taking place. A big thank you to Mary Ellen for running this, and Andrea for supporting it. LTC is a key way to bring new members into the club and it's great that we are running LTCs in the second half of the season. Thank you also go out to league reps who are welcoming curlers into their leagues in the second half.

Some emails were received in response to the president's message sent out on December 31 regarding our return to curling after the holiday break. One member commented that allowing people to gather at tables together in the warm area would promote spread and that they would feel better after they got their booster. A second member asked for clarification on whether Curl BC required masks to be worn on the ice and I confirmed that they do not. A third member asked if we had polled any club members about how they were feeling about returning to curling and expressed his uneasiness about returning to the club in the current omicron wave. I summarized info that I had received from various sources about how our members are feeling and we discussed ways to reduce individual risk. I have reached out to him to see how he's feeling now that curling has been back up and running for a couple of weeks.

Terry has asked league reps to remind their players to stay home if they are not feeling well or if they are concerned that they may be transmitting COVID, and he has also asked league reps to not penalize teams who miss games due to illness. Thanks for league reps for helping to keep COVID out of NCC.

Andrea and I set up a new email address, covid@nanaimocurlingclub.ca. We have asked members to send email to this address if they have been in the club while contagious. covid@ will forward to both me and Andrea so we can quickly see a report and act on it. This email address was communicated out via email in the president's message, on Facebook, in the Return to Curling guide on our website, and is on the front page of our website. Terry also asked the league reps to verbally remind players to send email to covid@ if they may have been contagious while at NCC. At this time, we have had no reports to covid@ (and no reports of possible exposure by any other methods of communication).

- Other accomplishments in the last month:
 - Social media interaction on Facebook, Twitter and Reddit
- Tasks to do:
 - Confirm that Connect Hearing contest info is sent out in newsletter and on Facebook in January and February. Send proof of these items to Connect Hearing so that NCC will receive \$500.
 - Kellie has requested further data on non-returning members.
 - Expand Thursday Women's Cost of Curling document into full Cost of Curling presentation for the club.
 - 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

Possible future Grand Slam of Curling

- Nothing to report.

Respectfully submitted,
April Gale-Seixeiro

VP & Newsletter Report-January 17, 2022

Newsletter

Presently working on this. Article for *Yoga for Curlers* on hold pending possible change in PHO
No other requests received.

Target date of Jan 25. Please send any information or items by Jan. 22. If there are any posters for sponsors or bonspiels it would be great to include them.

Learn To Curl

New four week session commenced Wednesday (Jan. 12) and will last through Feb. 2.

There are 16 participants along with 4 coaches.

As this program seems to be quite well attended this year, we should consider running a further 4-week session beginning Feb. 9 if coaches are available.

New curlers from last session have been utilizing the practice ice often.

The Spring Fling spiel has usually had a novice event in the past, which I believe would be well attended and important this season.

Respectfully submitted,

Mary Ellen Konyer

Bonspiels and Volunteers Directors Report – January 18, 2022

Bonspiels

- 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.
- Bonspiels slated for January and early February have been rescheduled to March 2022 as follows:
 - o Wineworks Intraclub bonspiel - rescheduled from January 21&22 to March 4&5th
 - o Men's bonspiel - rescheduled from January 14-16 to March 11-13th
 - o Women's bonspiel - rescheduled from February 4-6th to March 18-20
- The NCC calendar has now been updated accordingly (thanks Andrea) and respective bonspiel committees have been informed.

Respectfully submitted,

Earle Plain

Director of Curling Report- Jan. 18, 2022

Since our December Meeting things have been relatively quiet on-ice, however:

[1] Not enough time has passed to see if our "Half Price Grippers" initiative has resulted in cleaner ice, but I will be canvassing the League Reps for feedback before our February Board Meeting.

[2] Dan Danylchuk has indicated he will not be available for next season's League Rep for Wednesday Senior Rink of Choice. Apparently he and Billie so enjoying being a snowbird that they plan on doing it every winter!

[3] I have had a brief email exchange with Brent Dellebuur, President of the Duncan Club, regarding how the NCC might be able to help Duncan out. I will be receiving more information from Brent sometime tomorrow [Jan 18] and I will bring this to the Board's attention. This is an item in new business.

[4] I had an email from Karen Watson, ChPC curling coach, as to whether we could help out Carlie Hardie from the Duncan club. Carlie is part of the U18 Provincial winning team going to Nationals and a member of an U21 team competing for the Provincials. Since the Duncan club is down she needs practice ice and perhaps being able to play on a competitive team for the next little while. I emailed Carlie to inform her I would investigate this asap. This is an item I would like direction on from the Board.

That's about it for now, respectfully submitted,

Terry Miller, Director of Leagues

Managers Report - January 18, 2022

Facility

- Chem Aqua began installation of water treatment equipment but a valve on the condenser tank is required before completion. Plumber is scheduled for January 26th.
- Plumber will also repair burst pipe in chemical wash station that froze during our cold snap.
- Several leaks in the roof during the snow and ice conditions affected our ice sheets. The City is aware of the roof condition and has booked a contractor to do repairs.
- The City has scheduled a meeting with all city staff concerned with facilities and the club. Meeting is February 24 at 1:30 pm here at the club if any board members want to attend. Let me know so I can update you if this changes.
- Mark Duffell upgraded network cabling for the security cameras and reconfigured new Shaw internet boxes in December and January. THANK YOU!

Coffee Shop

- Please support the café when possible and also checkout their takeout menu on facebook and livewirecatering.ca. With our cancelled bonspiels and PHO orders restrictng events, they are in need of the business.

Bar

- Liquor inspector, Jeffrey Gillen, visited onsite. He wanted to see liquor purchase receipts and receipts for glassware. We had no issues and were able to provide everything he requested. I did enquire about sponsorship as this seems to be a sticky point with the suppliers lately. The liquor board is cracking down on "freebies" like glassware and display products to lessen influence on purchases. I was curious about how this affects bonspiel and league sponsorship. The inspector was quite clear that these items are separate from the bar activities and are permitted. Example I asked about was the free glassware we use to get etched for trophies for the Six Pack and Wolf Pack leagues. He stated this is permitted.

Pro Shop

- Sale ongoing to promote new grippers.
- Old stock of pants, jackets and vests being cleared out on sale.

Staffing

- Nothing to report.

Building Usage

- The Disk Golf league is utilizing half of the Canada 150 Room on Thursday evenings for their Putting League. I am hoping this can expand to a scheduled bar booking for after their regular outdoor league play during April/May/June.

Bonspiels

- PHO orders cancelled bonspiels in January. Rescheduled for March.

Leagues

- LGBTQIA league has folded for the Spring session. All others progressing as planned.
- Missed games from snow days will be rescheduled to the available dates from Winter Games cancellation and end of the season.

Programs

- A third Funcurl session is underway. Thank you to the coaches for extending their commitment!
- Several School bookings have cancelled due to the COVID pandemic.

Respectfully submitted,
Andrea Trepanier