

Minutes of the Nanaimo Club Executive and Board of Directors
Thursday, November 12, 2020

Meeting Protocol:

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

Regrets: George Duffell

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

- **Motion (April/Tom)** that Colleen Leslie be appointed to the board of directors as the Director of Bonspiels, Volunteers, and Catering. **Carried.**

Minutes:

- **Motion (Tom/April)** to adopt Mary Ellen Konyer's minutes of the October 8th, 2020 meeting. **Carried.**

Correspondence – Mark Blackell:

- Sandra Peterson's preferred membership reimbursement request was received. We thank her for her years of membership and contributions to the Club.

President's Report – Brian McRory: See written report.

Treasurer's Report – Tom Weinreich: While our income is down significantly for October, so are our expenses. Tom is now providing reports that shows our budget vs actuals for the month. In October we are very close to the proposed revised budget. We are a bit over budget and most of the overage was due to underestimating the ice startup costs. Tom noted that all in all, it wasn't a bad month given the circumstances.

Team Reports

- a) Vice-president and Newsletter – April Gale-Seixeiro: see written report. We discussed the need to include all curlers, even those not curling this year due to the pandemic, in our e-mails. There is a balance between keeping people informed and connected and not inundating them with too much information, but we will include all who have been curling. We also discussed the importance of advertising the weekly café specials, which helps bring business to the café.
- b) Marketing – no report.
- c) Fund raising – no report.
- d) Membership and communications – no report.
- e) Bonspiels, Volunteers, and Catering – Colleen Leslie: no report.
- f) Facilities – George Duffell: see written report.
- g) Curling – Terry Miller: see written report. We discussed how the rules of where to stand are less vital than is the keeping of 2-meters distance. We will try to communicate the key points to the membership. We discussed *at length* the issue of skips sweeping in the house, which some members want to be allowed to do.

The Board members also do not like the fact that skips cannot sweep; we all understand how the rule is not ideal. However, after a lengthy discussion, we determined that the current time is not the time to allow for skips to sweep nor to change our rules and make them less cautious. There are, we determine, too many risks involved, and we are aware that we are just barely able to curl in the present pandemic situation. We take the view that we are lucky to be able to curl. We will put a note on the measuring stick about sanitizing it before and after use. We discussed the issue of people table-hopping in the Canada 150 room. We need to remind members not to table hop as our current rules prohibit it. We discussed the need to have masks over one's nose. We discussed how to best address members about these rules. April will communicate with Terry about this strategy. Terry noted that there was positive feedback about reps posting the league results. Terry will speak with Mark D. about whether it is possible for them to upload the results.

- h) Nominations & Curl BC – Mary Ellen Konyer: There will be a Curl BC meeting “some Sunday” in November. We suggested that Mary Ellen ask that they publicize their mask-wearing recommendation.
- i) Strategic Planning – Brian McRory: Brian asked for any changes to Director's terms of reference to be sent to him.

Manager's Report – Andrea Trepanier: see written report. We discussed Christmas decorations.

Old Business: none.

New Business:

- Guests' questions and/or comments. Andrea presented a fundraising idea put forward by Gillian Helpard of Tsolum and Tstable Environmental Ltd. It would involve donating bottles to a provided trailer in the parking lot and her business would also contribute to the fund. Our worry is that the trailer would be damaged by people in the area; we will discuss this with Gillian. We thought of doing it over one day or a weekend in early January to minimize the risk. The Board thanks Gillian for her kind offer.
- Request for signage to be posted around the club prohibiting perfumes/colognes due to allergies. April will put something in a newsletter asking people to please refrain from using perfumes.
- **Motion (April/Mary Ellen):** that Brian McRory replace Mary Ellen Konyer as a signing officer as required at the bank. **Carried.**
- Additional \$20,000 that is available through the CEBA loan program. Andrea noted that the original loan of \$40,000 will be extended to \$60,000 (now with \$20,000 to be forgivable). This will be available for early January, and we will need a new motion at a general meeting. We want to apply for this, but we will wait to get more information on this loan-application process.
- Spectators in the club. We had a *long* discussion about this, and we agree to enforce the current rules which allow for spectators in the Canada 150 Room

provided they wear masks, stay only with the group they came with, keep 2 meters apart, and *do not table hop*. Andrea has been asked to enforce these rules and the Board has been asked to gently remind people of the rules if they feel comfortable doing so. We will revisit this at the next meeting.

- Post-game socializing in the long-term. We will table this.

Adjournment: (Tom/Terry) The meeting adjourned at 8:33 pm.

- The next meeting will be on Thursday, December 17th, 2020 at 7:00 PM.

Round Table.

Written Reports

President's Report for November 2020

As most of you will probably agree, it has been a nervous time with the start-up. I believe that all the work that went into the planning helped with a good first week. From my observations, most curlers tried to adhere to our policies and protocols. It is a learning time and hopefully we can keep our expectations high especially considering what is happening on the mainland.

Over the last month I officially accepted John Knox's resignation and thanked him for his service to the board. I have been in touch with the RBC representative to facilitate the transfer of signing authority from Mary-Ellen to me. These days the staff at RBC are not physically meeting clients so the process is different. We need to present a copy of our minutes that shows the transfer passed as a motion, and that copy needs to be signed by all present account signers. I also was involved with the Return to Curling video. A huge thank-you goes to Steve Seixeiro for his fantastic work. Thanks also to everyone involved. I had a phone interview with Dan Marshall, and he has posted an article on Nanaimo News Now website about our start up. Finally, April, Andrea and I had a skype meeting to revise our response to a COVID-19 exposure. This involved fine tuning the wording of our actions should there be an exposure here at NCC.

Respectfully submitted, Brian McRory.

Membership and communication (acting) report - November 2020

- Accomplished in the last month:
 - Return to Curling video was filmed. Thanks to Andrea for writing the script, narrating it, and wrangling volunteers. Thanks to Steve Seixeiro for directing, filming and editing the video.
 - Two communications were sent to members regarding season start up. These included our Return to Curling video and an update to our guidelines.
 - Worked with a few league reps on communication tools.
 - Sought feedback from league reps on how the first week of league went. Document was prepared with responses and analysis for board discussion.

- Feedback was received that too many emails are being received by some curlers due to the combination of club emails and league emails. Shared this appropriately. I need to coordinate with Andrea to make sure we're optimizing how we communicate.
- Pick a Number Prize Draw communicated via Twitter (Andrea took care of email and Facebook).
- Continued to engage with the national / North American curling community on Twitter.
- Tasks to do:
 - Come up with a communication calendar in partnership with Andrea
 - Prepare and distribute positive-toned communication reminding people about guideline points that are giving us some trouble
 - 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
 - Meet the Volunteer series preparation

2021 BC Seniors

- Nothing to report

Possible future Grand Slam of Curling

- Nothing to report

Respectfully submitted,
April Gale-Seixeiro

Facilities Report – George Duffell

In terms of facilities issues this month, I addressed two items.

I installed four hand sanitizer dispensers. One each at the entrance and exits to the ice. One by the cafeteria and one at the bottom of the exit stairs leading outside.

I checked doors as per the rodent issue. Part of the problem was external so we contacted the city and they will upgrade the external base plates on the exterior doors.

Mark has also done some rewiring to address some reception issues.

Director of Curling Report

Since our October Meeting I have been busy initiating contact with the various League Reps and helping them in their efforts to get their leagues successfully underway [Memo of Nov.1].

As well, in conjunction with April Gale-Seixeiro, we have canvassed the League Reps as to how their leagues fared during the first week of curling. Here are some of the more prevalent comments:

Plaudits to the Board for the fine work in getting things going safely [5]

Congestion getting on the ice [2]

Confusion over sweeping rules & where to stand [4],

skips unable to sweep [3],

foggy glasses [everyone!].

Opportunities to socialize diminished [4]

Direction arrows causing confusion [3]

Remaining in seats prior to going on the ice [1]

Procedure for cleaning measuring stick? [1]

All-in-all everyone seemed pleased with the initial efforts of the club to make it safe and fun to curl again. Members seem to realize that more fine tuning will be necessary as the pandemic situation remains in flux.

Terry Miller

Nanaimo Curling Club – Manager’s Report

Nov 10, 2020

Facility

- Power pack and A/C Unit repairs completed.
- Boiler repair still awaiting parts.
- Compressor 1 Starter failure repaired.
- Rodent infestation seems dealt with.

Coffee Shop

- Weekly specials being advertised via mailchimp.

Bar

- Small leak in line cooler glycol lines repaired.

Pro Shop

- Better than anticipated beginning season sales.
- Planning Christmas Sale for end of November/beginning of December.

Staffing

- Daryl Gordoncillo will be transitioning to Chief Engineer position.

Building Usage

- Very few Christmas parties still booked.

- Christmas decorating will be difficult due to COVID restrictions. Need volunteer to coordinate this season and should be minimal.

Bonspiels

- Nothing to report.

Leagues

- All leagues are running smoothly. Excellent communication from League Reps and Director of Leagues.
- Thank you to Colin Kaneen for uploading team rosters and schedules to the website.
- Thank you to Mark Duffell for coordinating online score results and updates.

Other

- COVID protocols and procedures seem to be working very well. Many positive comments from our curlers and words of thanks for doing our best to keep everyone safe and still return to curling.

Respectfully submitted,
Andrea Trepanier