

**Minutes of the Nanaimo Club Executive and Board of Directors
Tuesday, October 12, 2021 – on Skype**

Meeting Protocol:

Present: April Gale-Seixeiro, Terry Miller, Andrea Trepanier, Kory Hurst, George Duffell, Earle Plain and Kellie Rice

Regrets: Tom Weinreich, Mary Ellen Konyer, Carolle MacIntosh and Brian McRory

April Gale-Seixeiro called the meeting to order at 7:02 pm.

Minutes:

- Adoption of Kellie Rice’s Board Meeting minutes of the Thursday, September 9, 2021 meeting. **Adopted unanimously.**

Correspondence – Kellie Rice:

- None.

President’s Report – April Gale-Seixeiro: See written report.

Treasurer’s Report – Tom Weinreich: League, Advertising and Sponsorship revenue has been deferred to be posted on a monthly basis to accommodate the applications for the CEWS and CERS and also record the revenue as it is earned just in case we have to refund any league fees due to shutdown (that is why they are listed as liabilities – approximately \$100,000.00). These amounts are represented in the Deferred Revenue accounts on the Balance Sheet. As the number of games played progresses, these amounts will be transferred into league revenue.

The Community Grant Gaming Fund added \$25,830 in revenue in the month of September. League dues increased 40% from last year. Approximately half of the members chose the ½ year option so we will likely reach \$120,000.00 in total league fees for the entire season. It should be noted, however, that in 2019, league fees totalled \$183,933.70 and in 2018 it was \$199,609.32 (see table below).

The CEWS and CERS grants have not been included in this month’s reports (estimated to be about \$10,000.00)

Year	League Dues	Number of curlers
2018	\$199,609.32	
2019	\$183,933.70	658
2020	\$56,212.21	297
2021	\$78,822.23	382

Team Reports

- a) Vice-president and Newsletter – Mary Ellen Konyer- Newsletter submissions must be in by October 23rd, 2021
- b) Director of Marketing – Carolle MacIntosh- See written report
- c) Director of Fund raising – Kory Hurst: Have spoken with BC Gaming about 50/50 draws. People selling tickets must wear a mask.
 - Action Item: Compile list of costs to change Domain names to Nanaimo Curling Centre
- d) Membership and communications – Vacant
- e) Director of Bonspiels, Volunteers and Catering – Earle Plaine- See written report
- f) Director of Facilities – George Duffell: No report
 - Kudos to the Ice Techs the ice is great.
- g) Director of Curling – Terry Miller: See written report
- h) Nominations & Curl BC – Brian McRory- No report
- i) Strategic Planning – April Gale-Seixeiro: No report.

Manager's Report – Andrea Trepanier: see written report

- Action Items: Compile list of non returning curlers for the board.
 - Action Item: Compile list of non returning members by leagues.
1. Rink Pro seal has been installed and working well.
 2. City will make a Budget proposal for replacing the rink floor for 2023. We need to start fundraising now. The city assessed the floor in 2015 and at that time had a life span of 5 to 8 years.
 3. My Hubby's Bagels are leaving this month, they have signed a lease for a store front.

Old Business: Old Minute storage

- Action item: Kellie nothing to report

New Business:

1. Registration Process- multiple problems reported with the registration process and need to be addressed for next season.
2. Social membership- Table to next month.
3. Canadian Stick Curling Championships- Terry Miller to invite Brad Childe to next meeting to discuss.

The next Board meeting will TBD. April will poll board members for a night that works for majority.

Adjournment: (April/Terry) The meeting adjourned at 8:07 pm.

Written Reports

President's Report June 2021

I am delighted that our leagues are back up and running. Terry has provided some excellent feedback about challenges with registration from the participant and league rep points of view so hopefully we can improve that process for next year.

- Accomplished in the last month:
 - Social media interaction on Facebook, Twitter and Reddit
- Tasks to do:
 - Work with Carson, Andrea, Carolle, and Mary Ellen to implement the communication / social media calendar
 - Get signing authority at the bank – thanks Kellie for starting this process
 - Cost of Curling presentation – this is an action item from the member survey
 - Meet the Board Member posts on Facebook
 - Once board member photos are processed I'll get these queued up.
 - Meet the Volunteer series preparation
 - Strategic plan review

2023 Canada Winter Games Qualifier

- Nothing to report. Terry and I need to get started on this.

Possible future Grand Slam of Curling

- Nothing to report.

Respectfully submitted,
April Gale-Seixeiro

Director of Marketing

LGBTQ

- sponsor Milton Street Public House Out & About League. Received \$250. Sponsor fee.
- start date
- volunteers and coaches
- Poster production and distribution
- Facebook post and sharing
- Contacted Rec and Culture

- City of Nanaimo Flyer distribution
- Pride Society member communication

Roving Jessies

-Contacted 30 new curlers with this welcome message:

“Hi Shawn,....My name is Carolle and I'm so pleased to welcome you to the Curling Club. As a Board of Directors, we realize it isn't always easy walking into a new club where you don't know many people.Please feel free to reach out to me or one of our staff with any questions or concerns; we're here to help.If you let me know the league or leagues you've signed up for, I'd be happy to assign a Roving Jessie (buddy on the same league) to help you get your bearings.....We also have a Saturday evening drop-in league that runs from 6:30-8:00pm followed by social upstairs in the Top of the House Lounge. Sign-up sheet will be on the bulletin board.....Happy Curling, See you on the Ice.....Carolle”

Contacted League Reps with the following message:

“Dear.....The curling season is off to a smooth start and we're welcoming at least thirty new curlers to our club.The Roving Jessies program, named after Jessie Whittam, aims to carry-on her legacy of making new people feel welcome and included in the club community....In my role as Marketing Rep on the Board of Directors, I'm focusing on retaining members as well as recruiting new people.You will be provided with the names of the new people enrolled in your league hoping that you will find someone, in your league, who is willing to visit with the newbie during pre-game warm-up and conversation. Asking the new member for their help with your league events ie: 50/50 draws, bonspiel preparations etc.... goes a long way to increasing their participation and ultimately their sense of belonging. We're a friendly bunch, us NCC members; let's get out there and give our new members a warm welcome.....If you have any questions or suggestions to make the Roving Jessies more successful, please don't hesitate to send me a note.....Sincerely,Carolle”

VIU student league:

-Contacted Carrie Chassel for advice on reaching students and for a contact person.

-Wrote to Danielle Hyde director of Recreation at VIU regarding the formation of a VIU league.

“Hi Danielle,...I received your contact information after approaching a former client, Carrie Chassel, with an idea for developing a VIU student curling league. Carrie thought a VIU league would be a great way for international students to learn the sport. The league would also give students an activity based social outlet.....Curling is easy enough to learn with the help of our coaches and volunteers and we have

equipment rentals available to help offset the cost of purchasing equipment.....I'm proposing a 6 end game with social afterwards in the Top of the House Lounge upstairs. ... Nanaimo Curling Club staff would host the league registration on our website and we would look after getting the league up and running. The group could, at any time, appoint a league rep. to ramp up the fun and make the league their own.....The Nanaimo Curling Club has members from all walks of life; there's no end to the opportunities students have of rubbing shoulders with Nanaimo community influencers and employers, should they decide to expand their curling experience by joining other leagues.....I'd love to discuss more detail regarding the logistics of developing a VIU league and I look forward to your response.....
Sincerely,....Carolle”

Saturday Drop In League:

Strategy with this league is to keep those previous members coming out to curl and increasing income.

- requested a list of all 2018-2020 curlers for the purpose of determining which members haven't registered.
- sign-up sheet produced by Carson Anderson to be posted on the league board.

Press Releases:

Sent email to two local radio stations requesting Press Release information or community event bulletin boards.

Jessie and Harry Whittam Gala

Discussion has begun for the planning and implementation of an early evening Gala dinner event to honor and roast two of the Nanaimo Curling Clubs greatest contributors.

- looking for a master of ceremonies
- discussing a gift
- collecting stories and storytellers
- putting together a roast.

Respectfully submitted by Carolle MacIntosh

Director of Bonspiels, Volunteers and Catering

Bonspiels

- **Juniors Bonspiel cancelled this year.** Timing is bad for this event as there isn't enough time to organize this early in the season. Interested in a later date if possible, for next year.
- *Halloween Bonspiel* planning is underway. Margie is looking for more help as she is expecting to be very busy at work for the last 2 weeks in October. She has contacted Carson for assistance on sponsors and advertising. Posters should be going out to other clubs by October 15th.
- *Berwick Stick Spiel* is moving ahead with Rick Kerley leading the charge.
- *Hangover League* Bonspiel (Nov 12-14)
 - o **League will not be holding a Bonspiel this season – not enough time to organize.**
- *Masters Bonspiel* (Nov 25-27th) – Cliff King will be assisting Gord Borbandy this year. All on track
- *Senior Ladies Bonspiel* (Oct 4-16th) –
 - o **Bonspiel cancelled for 2021/22 season.** Will try to have things more organized for the fall of 2022 pending Covid and the numbers returning to the league.

Volunteers

- Nothing to report.

Respectfully submitted,
Earle Plain

Director of Curling

Almost all leagues are underway, and I have been able to meet with some, but not all, of the League Reps. Most reported that their respective leagues were smaller than past years but seemed optimistic that more curlers would register for the second half.

The overwhelming concern expressed by the Reps was the lack of information forthcoming in the weekly league reports.

Primary concerns were:

- lack of contact information for those who registered. It was felt that email addresses and phone numbers were important items to be included in the report

- leagues that registered teams – what team was the registrant playing on?
- leagues that randomly drew names for teams – what position did the registrant prefer?

Some feedback from the League Reps included: -

- i. some curlers were waiting until the last second to register as they did not want to pay their fees too far in advance in case COVID reared its ugly head,
- ii. perhaps skips should register their team and forward that list to their respective League Rep -prior to registrations starting
- iii. League Reps have access to the previous year's list of names and email addresses so that they don't have to be continually bothering Andrea.
- iv. -should there be a deadline for Registrations? Many leagues started last week and League Reps had their teams and draws prepared and were holding their breath hoping that no one else had registered during the last week [Sept. 27th to Oct. 3rd.]
- v. Our shared nightmare is that the League Rep will send their teams out to play for the first time and someone will come up and say "hi, I registered yesterday [or two days ago...], what team am I on?".
- vi. Could any late registrations during the last week be communicated to the League Rep immediately?

I have discussed these briefly with Andrea and we will meet and work towards modifying the format of the weekly update prior to our next registration deadline.

Kudos go out to Andrea and her staff for: -the club opening so early and practice times being so plentiful, -the quality of the ice, and the willingness of the Ice technicians to work around the wishes of each individual league, -the effective and attractive use of the Bulletin Boards for displaying League Standings [no longer a random situation] and -the diligence that her staff displayed in making certain that all our league curlers were double vaxxed prior to being allowed to curl Covid Safeguard.

I did not contact the League Reps re: which sheets of ice to book for their league play BUT Covid wisdom suggests we should space the games out over as many sheets as possible [eg. Doubles League and Senior Mixed play on sheets 2, 4, 5 and 7 to maximize the distance between the participants]. I could send an email to our Reps recommending this if the Board feels it is an important item.

As Bugs Bunny says - That's all Folks! Have a great Thanksgiving everyone.

Terry Miller

Managers Report

Facility

- Brine leak has been repaired. CIMCO installed Rink Seal Pro on September 26th and the brine level is stabilized.
- The City of Nanaimo has committed to placing the rink floor into the budget proposals for 2023 and recommends we start fundraising for this eventuality and plan to apply for capital grants.
- Boiler system upgrades still in the works. Radiant system is in operation in the meantime.

Coffee Shop

- Open hours on the NCC Calendar.
- New stove will be installed this month.

Bar

- Restocked and operating. Hours on the NCC Calendar.
- Many repairs required due to long-term shutdown: Rodent damage to lines, gaskets drying out, glycol evaporating from extreme heat this summer, lines bubbling and cracking from extreme heat. (Pictures attached)

Pro Shop

- Open and busy. Hours on the NCC Calendar.

Staffing

- Looking for 3 to 4 shift per week bartender.

Building Usage

- Christmas dates are almost full.
- Nanaimo Quilters Guild will commence meetings in October.

Bonspiels

- Senior Ladies postponed. No dates chosen yet for reschedule.
- Stickspiel commencing next week.
- Masters being planned for November.
- Hangover – no response from committee members.

Leagues

- Hangover League has commenced.
- All leagues underway.
- New LGBTQIA league still looking for registrations.

Respectfully submitted,
Andrea Trepanier