

Minutes of the Nanaimo Curling Club Executive and Board of directors
Thursday, September 9th, 2021, at 7:00 PM

Meeting Protocol

President: April Gale-Seixeiro called the meeting to order at 7:00pm

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

Regrets: Carolle MacIntosh

Adopt Minutes:

- Adopt Kellie Rice's Board minutes from August 12, 2021
- Adopt Kory Hurst's Special Board minutes from August 25th, 2021

1. Correspondence In/Out – Kellie Rice

- None

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

Action Items:

- 2)** Follow up with our own LGBTQ community for a possible league rep.

3. Treasurer's Report – Tom Weinreich.

- The rent and wage subsidies for the month of August totals \$17,013.38.
- The monthly loss for August is higher this year, as the ice has gone in early.
- Our balance sheet is 64% higher than last year at the end of August.
- Payroll expenses for putting the ice in, is on par with previous years.

4. Team Reports:

- a) Vice-president– Mary Ellen Konyer: See written report

Action Item: Newsletter

- b) Marketing – Carolle MacIntosh: See written report

Action Items: April will follow up with Carolle regarding more information on Roving Jessies and follow up with our own LGBTQ community for a possible league rep. for the LGBTQ Open league Saturday nights.

- c) Fund raising – Kory Hurst: See written report

- What should we do with then the space of the Advertising Signs we are taking down? **Action Item:** Revisit this

- Do we have any ideas for potential advertisers?
 - 50/50 Raffles: can the leagues sell 50/50 tickets this year and how can it be done safely without moving table to table. Would setting up a table at the doorway where tickets can be purchased upon entry to the Canada 150 Room?
Action Item: Kory will investigate if 50/50 sales are permitted this year?
- d) Membership and communications – Vacant
- e) Volunteers, Bonspiels and Catering – Earle Plain: See Written report.
- Hangover league will be getting back to us in the next week re: league and Bonspiel
 - Senior Ladies Bonspiel has been postponed.
- f) Facilities - George
- The wiring from the main lamp standard in the parking lot was stolen and has been repaired.
 - April raised the question do we require Carbon Monoxide Alarms in the building. **Action Item:** Andrea will discuss with the Fire Department.
- g) Curling – Terry Miller: See written report.
- h) Curl BC – Brian McRory: No Report
- i) Strategic Planning – April Gale-Seixeiro- No Report

Manager's Report – Andrea Trepanier: See written report.

- The arena floor has past its useful life, we have completed minor fixes over the years, but it is time that we start to plan to replace it. The replacement cost is approximately \$1.2 million. We can explore partnering with the city and grant opportunities.
- A Brine leak has been located in the engine room and is easily accessible. CIMCO has recommended we use Rink Pro Seal. The cost would be \$11,000.00. Facilities that have used the product were contacted and they are very pleased with results. **Motion** Kellie/Kory that we proceed with the recommendations of CIMCO and proceed with the Rink Pro Seal repair.

Approved

- Boiler downstairs: pressure valves are not interconnected properly and need to be fixed. Pressure sensor head
- The First Rock ceremony will be held on September 29th instead of the 30th as previously planned due to the Stat. holiday.
- We will be holding a safety drill in the next couple of weeks, we are awaiting contact from the fire department.

- We have hired my daughter's boyfriend as an ice technician and my son will be working in the bar again this season for occasional shifts in the bar.
- This year we will be carrying about 1/3 less stock in the bar. We will have 6 beers on tap.
- We received a notification from the city advising us of the bylaw which prevents commercial advertising on the outside of our building.
- The waiver presented to the board for approval is different from last year. There were some concerns raised and will look at other options. **Action Item:** Kellie will forward the one she had found to the members of the board for review.

Old Business:

- Minutes records-storage: Mark Duffell has moved the minutes from June 2015 to the present to a Dropbox. **Action item:** Kellie will investigate scanning and uploading previous minutes so that we have 10 years available.
- Set up appointment for changing signing authority: **Action Item:** April will make appointment for herself and Kellie to go to the bank.

New Business:

- Quarantine protocols for members who have travelled internationally were discussed. It was decided that we would continue with the plans that we have in place.
- Last year a sick leave policy for staff was implemented. Will continue this year.

Next Board Meeting Thursday October 12th, 2021, 7:00pm via Skype

Adjournment (Mary Ellen/Tom) The meeting adjourned at 9:25pm

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

President's comments:

Things have been very busy around the club since our last meeting as Andrea and her staff prepare for our upcoming season. The ice is up and running and is excellent – kudos to Daryl and his ice crew. It's great to see people back at the club. Hopefully we have a good number of members return to curl in our leagues.

- Accomplished in the last month:
 - Social media interaction on Facebook, Twitter and Reddit
 - Created and revised 2021 Return to Curling document and communicated it out to members. Thank you to Mary Ellen and Andrea for their partnership on this and the board for review and discussion.
 - Several positive comments were received on Facebook and one positive email was sent to me. One email was sent to me expressing that the sender did not want to wear a mask on the ice because of their glasses. I confirmed to them that masks are strongly recommended but not required while on the ice and that it is their own choice.
 - Met with Carson regarding social media. He created a social media calendar but it is not yet in use.
- Tasks to do:
 - Get signing authority at the bank
 - Cost of Curling presentation – this is an action item from the member survey
 - Meet the Board Member posts on Facebook
 - Once we're able to get photos of board members I'll get these queued up.
 - Meet the Volunteer series preparation
 - Strategic plan review

2023 Canada Winter Games Qualifier

- Nothing to report.

Possible future Grand Slam of Curling

- Michele Duerksen from the City of Nanaimo reached out to see if there had been any progress with Sportsnet. There hasn't been.

Respectfully submitted,
April Gale-Seixeiro

Vice – President and Newsletter

-The September Roar of the Rink newsletter was sent August 29

-Delivered to 672 recipients. Opened by 391 recipients (58.4%) 106 people clicked on links in the newsletter:

- 54% - Leagues
- 22% - Calendar
- 18% - What to expect
- 3% - Bonspiels

-Next newsletter target date is Sept 30. Please submit any items you wish to have included by Sept 24.

Marketing Board Report September 2021

Carolle's comments:

I met with Andrea and Carson to discuss and develop ideas for increasing club usage and revenue through marketing and promotion.

Goals:

Roving Jessies

- Make new members feel welcome as part of the club community.
- Kick-off of **the Roving Jessies** new member buddy system. Members of leagues are being contacted to become buddies for new members.
- New members have been contacted to welcome them and invite them to contact us with any questions or concerns. This was very well received.

Develop Saturday Evening Drop-In league: -Produced a Facebook and newsletter ad outlining the new league set-up

*Saturday
Drop-In Curling*

It's Saturday night, you haven't made plans. "Itching to do something?"

Grab your broom; come join in the fun at the new Drop-In curling league.

6-end games + social in the Top of the House Lounge
Drinks and snacks will be avail. for purchase.

Adults of all ages are welcome. Sign-up online or drop-in \$15 per person play begins at 6:30

www.nanaimocurlingclub.ca
106 Wall st. Nan. 250-753-3474

LGBTQ League:

-contacted the Nanaimo Pride Society with the idea of developing a league for the LGBTQ community. I received a positive response and forwarded them information on league rep and registration outline. This league could fill 4 sheets on a Saturday evening or on Sunday morning.

University League:

-Carson will contact the university to discuss developing a VIU curling league. Our objective is to give students a leisure activity and social outlet while increasing ice rental income and bar/lounge revenue.

Ideas in the works:

- Back to curling lawn signs with an incentive to the host member
- Working on the logistics of hosting a craft beer festival / tasting
- Hosting open-microphone night for budding musicians
- Hosting a Podcast on local community TV
- Video posting from members about why they love curling.

Recommendations:

-Improve the functionality of the Club website registration process. I received feedback from a team who tried three times to register without success and finally emailed the club and did not receive a reply. Member was Scott Forbes General Manager 460 Realty Inc.

-suggested adding day of the week and time of day to each league icon so browsing public can decide on a league that fits their schedule.

Tasks:

- follow-up on LGBTQ league
- continue to support new members
- continue promoting curling -

Respectfully submitted,

Carolle MacIntosh

Director of Fundraising Report 2021-09-09

I met with CarsOn and discussed current sponsors hosted in the building. I was quite impressed.

Currently 11 of the 16 arena signs are invoiced and presumed to be paying. 2 of the arena signs have agreed to pay, but the contracts have not come back yet. 2 of the arena signs are for businesses that no longer exist and should be removed. I believe they are iLevel solutions and Illuminations, but will confirm. Shannon Firth has indicated that she is not returning. 3 of the businesses are missing in action. I will follow up with Carson to identify them and offer assistance if possible.

Central drugs is upgrading from a backlit scoreboard sign to an arena wall sign. I recommend we keep them in their sign in the scoreboard until a replacement is found. The other backlit scoreboard signs have been invoiced.

All of the in ice advertising has been invoiced. Carson also mentioned that we are using a new ice protocol that will allow in ice signs to be removed or added when we have a break in play. Presumably only during the Christmas shutdown.

Respectfully submitted,

Kory Hurst

Bonspiels and Volunteers Directors Report 2021-09-09

Bonspiels

- Sent out introductory emails to folks who were involved with the 'Masters' and the 'Hangover' Bonspiels (copied the League reps).
 - o No response from the Hangover League organizers
 - o One response from a past organizer of the Masters Bonspiel (Nov 25-27th). Cliff King will assist this year but cannot be the lead organizer. He will pass on my request to the League board who is meeting on September 17th, and someone will appoint a Bonspiel organizer at that time.
 - **Awaiting response from League on an appointee for this Bonspiel.**
 - o Senior Ladies Bonspiel (Oct 4-16th) – reached out again to the League. As no one has stepped forward to organize this Bonspiel, it was decided to postpone the event until the 2nd half. Andrea provided possible dates that are available.
 - **Awaiting response from League on proposed dates.**
- Provided information on the NCC new hire (Carson Anderson) to Bonspiel coordinators and asked them to take advantage of his skill set as they start to plan.

Volunteers

- Nothing to report.

Respectfully submitted,
Earle Plain

Director of Curling Report – Sept. 9, 2021

Good afternoon,

I have very little to report other than all leagues have reps and appear ready to go.

I'll attempt to meet personally with each league rep shortly after league play begins, and will maintain monthly email contact with each of them.

Other than that – it's all systems go! See you tomorrow night,

Terry

Nanaimo Curling Club - Managers Report

September 8, 2021

Facility

- Super Dave has repaired drywall damage in bar, west entry and basement and installed doors on cabinets in upstairs kitchen.
- Brine leak detected in rink floor system. It has been located but is an extensive repair. Cimco recommended we use Rink Seal Pro at a cost of approx. \$11,000. We are waiting to have the leak assessed and feedback from the city on this before proceeding. Our rink floor is past it's useful life by several years and the Board needs to form a committee to raise funds and commence the rink floor replacement project for summer 2023 or 2024.
- Plugged drain in basement sink is in wall, not under sink, so plumbers will need to be brought in to repair.
- Boiler system upgrades to faulty valves scheduled for this month before heating system is turned on for the season.

Coffee Shop

- Nothing to report.

Bar

- Closed. Soft opening September 30th for first rock ceremony.

Pro Shop

- Open and busy!!

Staffing

- Safety drill will be happening in next two weeks. Will need volunteers for this.

Building Usage

- Christmas dates are almost full.
- CUPE 401 doing their AGM here in September.
- Summer commercial rentals are done.

Bonspiels

- Senior Ladies postponed.
- Hangover – no response from committee members.

Leagues

- Hangover League reps have not responded to several emails and phone calls. One Hangover curler has told me he will look into what is happening and get back to me.

Respectfully submitted,
Andrea Trepanier