



CHILLIWACK CURLING CLUB
MINUTES OF THE BOARD OF DIRECTORS MEETING
April 10, 2023

Present: Terry Cross, Rick Pruiam, Gerry Lockwood, Elaine Christie, Lisa Deputan, Fred Eves, Kemal Khan, Steph Prinse, Gary Robinson, Monica Rush, Hollee Wark.
Absent: Rick Hunter, Steph Prinse
Add'l Attendees:
Manager: Bruce Renwick

1.0 Meeting called to order by the President at 7:30 pm

2.0 **Meeting agenda** was accepted. Moved by Gerry Lockwood and 2nd by Fred Eves-
CARRIED

3.0 **Minutes** of the March 13, 2023 meeting were presented. Acceptance was moved by Rick Pruiam and 2nd by Gary Robinson- CARRIED

4.0 **Correspondence** - Nil

5.0 **Managers Report**

Bruce Renwick

1. Rentals since last meeting:

- School Field trips- 1
- Non member ice rental- 2
- Non curling meeting room rentals -47
- Club bonspiels 2-PCMCA BC Championship and Close the Barn door went well. There were 48 teams in the Close the Barn Door.

2. Pro shop sale in effect to reduce inventory on items to be discontinued. Inventory level very good on continuing stock.

3. Golf tournament is being held on June 4 at Cheam Golf Course. Signup sheets in Pro Shop/Office Currently there are 17 foursomes signed up for the 8:30am tee off and 7 foursomes signed up for the 12:30pm tee off. There is room for 12 more foursomes. Lisa Deputan has volunteered to help buy prizes. Beer Reps will be bringing branded swag as prizes. I will reach out to some of the other distributors we deal with for more prize donations.

4. Spring Plant fundraiser email sent out to members. Order sheets printed, emailed and located by the 9th End Café, Team Scoreboard area and in the Pro shop. Last orders taken on April 24 for a May 13 delivery.

5. Sound baffling installation scheduled for last two weeks of April. City will be paying for the installation.
6. Plan to start drop in pickle ball once completed. I have touched base with the Chilliwack Pickleball club for information on pricing and ideas.

6.0 Financial Report

Gerry Lockwood

We continue to be in a solid financial state. Our bank balance has increased by 10% increase and an approximately a 205% increase over this time last year. We have hosted 2 very successful bonspiels - The International Cup and Masters Combined competition and the Closing the Barn Door bonspiel, where 46 teams participated.

This is a good way to finish the curling year.

7.0 Old Business

7.1 IT-related policies

At the last Board meeting, the following three policies were presented for consideration:

- Privacy Policy
- Information Technology Policy
- Information Technology Security Policy

The Board discussed the above policies, suggestions were made and the documents now need to be finalized to reflect the discussion. The policies will be presented to the Board at the May meeting for approval.

7.2 Media Relations Policy

The Board reviewed the presented policy and a discussion followed.

Gary Robertson made a motion to approved the Media Relations Policy, seconded by Kemal Khan

MOTION CARRIED

8.0 Team Reports

8.1 Management Team

Terry Cross

Work continues in the development of the transition plan.

The consultant has meet with Bruce as planned and the meeting with the Board will be scheduled the week of April 24, 2023.

The Concussion Protocol and the Return to Play Policy is still being developed and will be ready to be presented to the Board at the July meeting. It is the intention of the Board to have these policies in place before the curling season begins in the fall.

8.2 Communications, Marketing & Membership Retention team **Hollee Wark**

The Membership survey sent out earlier this month was extremely well received.

The number of active curlers this fall was 646. We received 227 responses or 35%. This is an excellent response.

We have received a lot of good data and more work needs to take place to analyze the data.

Over the next couple of months, the Board will be reviewing the data. Once the information is fully analyzed, the results will be shared with the membership.

8.3 Finance Team

Gerry Lockwood

The Finance team has completed their study on the introduction of the credit and debit cards at the Club. The Finance Team have short listed the companies that they believe best meets the requirements of the Club. Meetings will be scheduled with the vendors to walk through their system, review how it will interact with our current accounting system and clarify implementation procedures and costs. The debit/ credit card system will be implemented over the summer and be ready for the fall.

8.4 Volunteer Team

Rick Prium

The Volunteer team will meet now that Curling Is finished. We hope to use some of the information collected in the membership survey to stimulate discussion on how to increase volunteer participation. It is the goal of this team to identify ways to improve communication and involvement.

8.5 Building and Facilities Enhancement Team

Fred Eves

Development of a spread sheet has started that will assist Management and the Business and Facilities Enhancement team to capture the information regarding the facility, the maintenance plan/schedule etc. This is still in development.

8.6 Program and Services Team

Terry Cross

The Bonspiel team has completed the first season and will be meeting to recap this past season. We will be looking at – what went well, what still needs improvement, and what needs to be improved and how the team should be set up for next year.

8.7 Strategic Planning Team

Terry Cross

In addition to the development of the Transition Plan, a 5-year Strategic Plan needs to be put in place. This needs to be developed as the Board and the Club need to have a road map to strategically plan for the future.

9.0 New Business -

9.1 Curling I/O

Last year 189 curlers registered using Curling I/O. The Curling I/O is a powerful system and we need to develop ways to encourage our members to register using Curling I/O.

Fred Eves led the discussion and the following benefits were discussed:

- online registration with fees automatically calculated, including discounts. Curlers ensure their profile information (email, phone number, etc) is accurate and current. No need for paper forms.
- optionally leagues can define their event manager, who can then generate draws with teams defined
- spares lists for leagues along with each spare's position/league (day/night etc.) preferences and contact information
- club registration waivers (Youth, Adult) are part of online registration; paper records are unnecessary.

The Board agreed that it is important to increase the use of Curling I/O and a conscientious effort will be made in the fall to increase to use of the system.

9.2 2023/2024 Budget

The Board members are asked to give input/ideas for the 2023/2024 budget. Ideas are just that until costed and prioritized, and finally reviewed for budget inclusion.

One item that was put forth for budget consideration is presentation equipment for the Board Room. The Board Room is currently wired for this type of equipment.

10.0 Upcoming Events

June

4 Golf Tournament

September

7 Annual General Meeting @7pm

11.0 Remarks –

12.0 **Adjournment** Meeting adjourned at 9:15pm

NEXT MEETING: May 8th at 7:30 PM