



**CHILLIWACK CURLING CLUB**  
**MINUTES OF THE BOARD OF DIRECTORS MEETING**  
**June 18, 2024**

**Present:** Terry Cross, Rick Pruum, Gerry Lockwood, Elaine Christie,  
Lisa Deputan, Sherry Liptak, Gary Robinson, Regan Taylor  
**Manager:** Will Sutton  
**Absent:** Fred Eves, Kelli Graham, Hollee Wark.

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1.0 Meeting called to order by the President at 6:09 pm

2.0 **Meeting agenda** was accepted. Moved by Rick Pruum and 2nd by Gary Robinson-  
CARRIED

3.0 **Minutes** of the May 14, 2024 meeting were presented. Acceptance was moved as by  
Regan Taylor and 2nd by Gary Robinson- CARRIED

4.0 **Correspondence** - Nil

**5.0 Managers Report**

Building Operations (June 1-30, 2024)

June remains a bustling month for our 9th End Cafe and Extra End Lounge, as well as our catering operations. The cafe experiences a significant increase in sales during events such as groomfest, although it challenges our kitchen with both a la carte orders from rental groups and regular customer service. These events are particularly advantageous as they not only generate revenue from facility rentals and catering services but also drive-up sales in the cafe, resulting in a broader economic impact.

Throughout June, we anticipate hosting approximately 50 functions, including Celebrations of Life, Business Meetings, Luncheons, and Conferences. Feedback from rental groups has been overwhelmingly positive regarding service, quality, and overall experience. I am currently working on formalizing this feedback to leverage in future marketing campaigns.

In addition, we are preparing for two blood donor clinics in June, events that typically reach full capacity. I will ensure our members are aware of the upcoming opportunity to participate in the next clinic scheduled for July 3rd.

I'm pleased to report that the city has completed its sound baffling project, significantly enhancing acoustics in both our lounge and ice shed. While the improvements are most noticeable in the lounge corners overlooking sheet 1/2 or 7/8, it is advisable to consider further sound baffling in the ice shed to optimize sound quality, especially if our strategic plans include hosting weddings, concerts, and similar events there.

Looking ahead, our next major event is the CSS Graduation, where Chef Scott and his team will cater for approximately 375 high school graduates.

#### Building Maintenance and Work Safety

Rick Prium and I convened our initial Joint Health and Safety Committee meeting. Complete a First Aid Assessment.

I am currently in the process of finalizing the following key items:

- Property insurance coverage
- Draft Custodial Maintenance Plan for both interior and exterior facilities
- Draft Capital Replacement plan outlining assets with replacement costs exceeding \$2000
- confirming commercial liability insurance with the city named as an additional insured party

On June 5th, 2024, WorkSafe BC conducted an inspection, prompting updates to our Exposure Control Plan for Ammonia, Ammonia Emergency Response Plan, and Ammonia Training Records based on their feedback. Following their recommendations, we have completed an order to update decals in the ice shed electrical room.

#### Curling Operations Update

- Interclub League Planning: Currently underway with Mission, Abbotsford, Hope, and Chilliwack for a weekend league. Al Kersey secured us \$5000 from Curling Canada for the first year, with potential inclusion in the Optimist Community Game Grant thereafter.
- Junior Bonspiel: Planning in progress for December 13-15th Novice/Intermediate Bonspiel
- 2025 BC Mixed Doubles: Contract to be finalized today pending the disbursement of grant funds from Curl BC. The Host Committee had its first committee meeting in late May.
- Community Gaming Grant: Submitted for the 2024-25 fiscal year.
- League Pricing: A top priority for staff this month.

## **6.0 Financial Report**

### **7.0 Old Business**

#### 7.1 Charitable Giving Policy Rick Prium

The proposed Policy was discussed and amended to include an addition point to be added to point #3, Criteria. The addition will read as follows:

“The Board will determine the distribution of the funds. No community request will be considered.”

A motion to approve the Charitable Giving Policy as amended was moved by Regan Taylor and seconded by Gary Robinson. This policy will be posted on the Clubs web site.

7.2 2024- 2025 Operating Budget Will Sutton

Will Sutton presented the draft 2024-2025 Operation Budget that was drafted by Gerry Lockwood, Terry Cross and himself. After thoughtful and detailed discussion, a motion to accept the Budget as presented was made by Rick Prium and seconded by Sherry Liptak.  
Motion CARRIED

7.3 2024 Member Survey results Holle Ward

The Survey is open until the end of June 2024. The response rate is low and the board is ensured to encourage members to complete the survey. Will advised that a reminder will be included in next week's email.  
A full report of the results will be prepared by Hollee Wark and presented at the August meeting.

7.4 2024 Annual Golf Tournament Lisa Deputan

The annual Golf Tournament was enjoyed by all who attended. As the numbers were down the afternoon start was combined with the morning start. This format allowed for everyone to be together at the dinner. Consideration will be given to structure next years format in a similar way so that all players can be together for the dinner and announcement of results and prizes.

Cheam Colf Course has been booked for next year's Tournament.

A big thank you to Lisa Deputan and her committee and to the staff for making this event run smoothly.

## 8.0 Team Reports

No reports this month

## 9.0 New Business

### 9.1 Resignation of Treasurer

Gerry Lockwood has advised Terry Cross, that due to his health, he has to resign from the Board immediately. Terry has accepted his resignation and told him that he will be missed but we understand that taking care of himself is most important right now. We wish him well.

### 9.2 AGM and Directors

The term of office is for Director is 3 years.  
Executive positions are elected for one year. A director can hold a executive for multiple years.

	term expires	Exec
Elaine Christie	2024	Sec
Fred Eves	2024	
Rick Prium	2024	Vice
Lisa Deputan	2025	
Sherry Liptak	2025	
Gary Robinson	2025	
Terry Cross	2026	Pres
Kelli Graham	2026	
Regan Taylor	2026	
Hollee Wark	2026	

We currently have 2 vacancies on the board due to the resignations Kemal Khan in January 2024 and Gerry Lockwood in June 2024..

This year, there are three directors who's term of office finishes in September:

Elaine Christie will not be seeking re-election

Rick Prium will be seeking re-election

Fred Eaves is on vacation and we do not currently know his plans.

Terry Cross has advised that due to family commitments and travel plans he will be resigning from the board in September.

A special executive meeting is planned July 22, 2024 to plan how we will recruit the 4 or 5 directors needed for the 2024-2025 season and discuss the structure of the 2024 AGM to be held on September 7.

### 9.3 **July Meeting**

There will be no Board meeting held in July. The next Board meeting will be August 20, 2024.

### 10.0 **Upcoming Events**

#### **August**

23- 26 Summer Spiel

#### **September**

7 Annual General Meeting @7pm

### 11.0 **Remarks – Nil**

12.0 **Adjournment** Meeting adjourned at 8:15 pm

**NEXT MEETING: August 20, 2024at 6.00 PM**