



CHILLIWACK CURLING CLUB
MINUTES OF THE BOARD OF DIRECTORS MEETING
August 20, 2024

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

1.0 Meeting called to order by the President at 6:03 pm

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

3.0 **Minutes** of the June 12, 2024 meeting were presented. Acceptance was moved as by Fred Eves and 2nd by Regan Taylor- CARRIED

4.0 **Correspondence - Nil**

5.0 **Managers Report**

Will Sutton

1. Blood Donor Clinics:

We successfully hosted 4 blood donor clinics during the reporting period, Contributing positively to community health initiatives.

2. Pickleball Revenue Growth:

Revenue from pickleball activities has shown significant growth, reaching \$6,485 compared to \$3,928 in the same period last year. Approximately 220 individuals used the facility, with participation ranging from 1 to 30 times each.

4. Functions and Events:

- o July: 40 functions generated building and catering revenue.
- o August: 29 functions generated building and catering revenue.

5. Pro Shop Sales:

Pro shop sales revenue increased markedly to \$3,036.32, up from \$628.95 for the same period last year.

6. Liquor Revenue:

Liquor revenue increased compared to the previous year's period. \$25690.61 compared to \$22,001.51

7. Kitchen and Catering Revenue:

Revenue for kitchen and catering services reached \$211,557.14, compared to \$197,419.57 during the same period last year.

8. Lounge Rentals:

Lounge rentals have generated \$39,004.45 to date, compared to \$37,260.81 for the same period last year (May 1 - August 20, 2024).

9. Sign Rental:

The response to sign rentals has been very positive. While invoices have not yet been created, we anticipate this revenue will exceed last year's figures.

10. Capital Replacement Plan:

We have shared a draft Capital Replacement Plan with for individual large assets valued \$20K reference to monies currently saved by the club which are set aside for this plan with a 4 year planning period to increase those funds.

11. Staffing:

- New hires have been made for the proshop season.
- Janice has been covering these responsibilities temporarily as we hire an AP/AR person.
- A part-time line cook is being hired for the season.

12. Sign-up and Fee Schedules:

- Utilization of SignUp.com is ongoing for event and facility management.
- Fee schedules have been created and shared with members, ensuring transparency and regular payment processing.

14. Summer Bonspiel:

This year's summer bonspiel hosted 28 teams, reflecting continued interest and participation.

15. Facility Improvements:

- Additional TVs were mounted throughout the upstairs and downstairs areas of the club.
- Air conditioning in the boardroom has been repaired.
- Hydraulic testing for the elevator is scheduled, with an estimated cost of \$2,800
- Filters have been installed correctly
- Outside facility is now on a regular cleaning schedule along with enhanced cleaning in the kitchen and restaurant areas.

16. Upcoming Events:

- Try Curling sessions are scheduled.
- Burger, Beer, Curl and Sociables are scheduled for members and guests
- Pre-Season Practice Ice is Scheduled for Members
- Leagues have booked rooms for drafts and other activities.
- Information on Clinics and Camps will be coming
- Dart leagues will commence with night league start dates

Conclusion:

The Chilliwack Curling Club and Community Centre has experienced substantial growth in various revenue streams and has successfully managed operations throughout a slower period in our season thanks to key staff like Janice, Tiki and Scott stepping up when people were away.

Key improvements and staffing efforts are on track, and we look forward to continued success in the upcoming months.

6.0 Financial Report

7.0 Old Business

7.1 Update on Bursary Winners

Hollee Wark

Three applications came in for bursaries. Hollee has recommended to award the Frank Jamieson bursary of \$400 to Charlotte Forbes and the John Roberts Bursary of \$300 to Emma Dow.

The Board approved the above winners.

Concern was raised over the time it took to present the names to the Board as the application deadline was May 31, 2024. It is imperative that these winners be contacted immediately.

7.2 Membership Survey

Hollee Wark

Hollee reported that we only received 65 responses this year.

Hollee was asked to complete a written summary of the responses and report to the Board at the September meeting.

8.0 Team Reports

No reports this month

9.0 New Business -

9.1 AGM Update

The official "Notice of the 2024 AGM" was emailed to all members Monday August 19, 2024. AGM Information package is planned to be sent out by August 23, 2024

9.2 Recruitment of Directors

This is CRITICAL as there are 6 vacancies to fill:

2 directors (Rick Prium and Fred Eaves) will stand for re-election. Application forms need to be completed.

4 additional vacancies – Imperative that current directors actively recruit

Deadline for submission is Sept 9th

9.3 Organization of the Google Workspace

A discuss took place regarding the organization of the data stored on Google workplace. There are many empty files and some found it difficult to find what they were looking for. It was decided that this needed to be reviewed in the fall.

10.0 Upcoming Events

September

12 AGM 7 pm

13 Night Leagues begin

23 Day leagues begin

October

5 Mental Health Fun League

12-14 Thanksgiving Weekend (?)

18-20 Masters Bonspiel

11.0 **Remarks – None**

12.0 **Adjournment** Meeting adjourned at 7:50 pm.

NEXT MEETING:

- AGM September 12, 2024**
- Brief mtg of new Board immediately following the AGM**