

# Chilliwack Curling Club- Board of Directors Meeting Minutes

February 18, 2025 – 5:15 PM

## Attendance

### Executive:

- Regan Taylor (President)
- Fred Eves (Vice President)
- Sherry Liptak (Secretary)
- Tammy Cole (Treasurer)  
(Newly appointed and elected this meeting)

### Directors:

- Carol Honeyman
- Gary Robinson
- Hollee Wark
- Larry Wigham
- Peter Salome
- Jeff Dickey (Newly appointed this meeting)
- Tony DeGroot (Newly appointed this meeting)

### Staff:

- Will Sutton (Manager)

### Regrets:

- None recorded

## Call to Order

Meeting called to order by President Regan Taylor at 5:15 PM.

## Approval of Agenda

Motion: THAT the agenda be approved as presented.

Moved by: Gary Robinson

Seconded by: Carol Honeyman

Motion Passed

## Approval of Minutes (January 21, 2025)

Motion: THAT the minutes be approved as presented.

Moved by: Fred Eves

Seconded by: Peter Salome

Motion Passed

## Opening Remarks – President

Regan Taylor welcomed the Board and expressed enthusiasm for the work ahead. She emphasized the importance of engagement and assigned 'homework' to Board members.

## Board Appointments & Elections

Motion: THAT Jeff Dickey be appointed as Director to fill the term vacated by Lisa Deputan until the 2025 AGM.

Moved by: Gary Robinson

Seconded by: Larry Wigham  
Motion Passed

Motion: THAT Tony DeGroot be appointed as Director to fill the term vacated by Kelli Graham until the 2026 AGM.

Moved by: Sherry Liptak  
Seconded by: Gary Robinson  
Motion Passed

Motion: THAT Tammy Cole (CPA) be appointed as Director to fill the term vacated by Mike Veenbaas until the 2027 AGM.

Moved by: Gary Robinson  
Seconded by: Larry Wigham  
Motion Passed

Election of Secretary: Sherry Liptak nominated and voted in by acclamation.

Election of Treasurer: Tammy Cole nominated and voted in by acclamation. Action Item: The Executive team will meet with Tammy Cole as soon as possible to onboard her.

Fred: Affirms that Board executive positions are for the current year until the next AGM

## Correspondence

- Lifetime Membership Request: Board to review a request for lifetime membership for Larry Legault and bring a motion to the next meeting.
  - Support for Junior Curlers: Motion Passed to provide \$300 per team for all three zone qualifiers.
- Action Item: Policy review regarding future support for juniors.

## Manager's Report

Operations Report (January 2025): Club remains profitable, though kitchen revenue discrepancies require review.

Bookkeeper Interviews: Scheduled for the following week.

Action Item: Will to follow up on financial discrepancies and bookkeeper hiring.

## Financial Report

Monthly Financial Summary Report: Mike Veenbaas provided a summary report ending January 31.

Outstanding Balances: Discussion on monitoring and collecting outstanding debts. Policy to be developed for managing overdue payments.

Action Item: Will to draft a policy for debt collection and reporting.

## Old Business

International Tankard: No volunteers found. Need to budget for more support.

Action Item: Will to explore options for registration fee savings for next year.

Champion Events Commitment: The Board recommends committing to one championship event per year.

Action Item: Will to begin applications for 2026/27 events.

Practice Ice Booking System: Trial system developed. Continued discussion required on fee structure and league integration.

Action Item: Further discussion next month with the Leagues Committee.

## New Business

- U20 Championships: Initial planning discussion.

- Functional Team Restructuring: Board members to review proposed structure on shared drive.

Action Item: Board members to provide feedback on draft team structure.

- Society Membership List: Living document in progress.

Action Item: Sherry and Larry to finalize and track membership list.

- Signing Authority for Gaming Grant Account: Will awaiting confirmation for Regan's authority.

Tammy Cole to be added.

Action Item: Will to finalize authorization.

- Conflict of Interest Policy: Draft completed by Fred. Board to review and revisit.

Action Item: Board to review Conflict of Interest Policy.

## Closing Remarks

Vice President: Fred emphasized the need for Board members to engage beyond monthly meetings and improve efficiency.

President: Regan acknowledged irregular functional team updates and encouraged more engagement.

## Adjournment

Meeting adjourned at ~6:45pm

Next Meeting: Tuesday, March 25, 2025, at 5:15 PM.

## Action Items Recap

- Review lifetime membership request for Larry Legault. (Board)

- Finalize high school team membership policy. (Board)

- Develop policy for outstanding balances. (Will)

- Review and provide feedback on functional team restructuring. (Board)

- Finalize signing authority for the Gaming Grant. (Will)

- Review draft Conflict of Interest Policy. (Board)