

MINUTES

Board of Directors Meeting March 25, 2025 5:15 pm

EXECUTIVE

Regan Taylor, President
Fred Eves, Vice President
Tammy Cole, Treasurer
Sherry Liptak, Secretary

DIRECTORS

Gary Robinson
Larry Wigham
Peter Salome
Jeff Dickey
Tony DeGroot

STAFF

REGRETS:
Hollie Wark
Carol Honeyman

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- | | |
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| 1. Call to order | REGAN 5:26 |
| 2. Agenda – March 25, 2025
Motion: <i>THAT the agenda be approved as presented</i> | PETER/ JEFF |
| 3. Minutes – February 18, 2025
Motion: <i>THAT the minutes be approved as presented</i> | FRED/ PETER |
| 4. Opening Remarks- President Regan
4.1. 360 Review and Result | |

360 REVIEW PROCESS WAS STARTED IN NOVEMBER. IN MARCH THIS PROCESS CONCLUDED WHEN THE BOARD MANAGEMENT TEAM RECOGNIZED THE ORGANIZATION NEEDED TO MOVE IN A NEW DIRECTION FOR LEADERSHIP AND THE GM WAS LET GO WITHOUT CAUSE.

5. Correspondence

- 5.1. Competitive League Email regarding sponsorship and growth
LETTER FROM DALE HOCKLEY WAS ADDRESSED AND APPRECIATED THAT THERE IS ACTIVE INTEREST IN THE COMPETITIVE LEAGUE AND IT HAS POTENTIAL TO GROW. IT WAS NOTED THAT THERE IS ROOM FOR THE COMPETITIVE LEAGUE TO GROW BY SHARING TIME WITH MIXED DOUBLES INSTEAD OF NOVICE AS PER THE NEW 2025/2026 SCHEDULE
- 5.2. Email from Elaine Christie regarding the passing of her husband
BOARD WILL EMAIL BECAUSE ELAINE WAS A PAST SECRETARY

6. OPERATIONS Report

- 6.1. Monthly Manager's Summary Report (NOTHING AT THIS TIME)

7. Financial Report

- 7.1. Monthly Financial Summary Report (NOTHING AT THIS TIME)

FRED

DIVISION OF WAGES AND SALARIES IS STILL A PRIORITY FOR ANALYSIS OF EXPENSES TO PREPARE A BUDGET. A FINANCE MEETING IS PROPOSED FOR THE FUTURE ONCE TAMMY AND AMARA HAVE HAD ADEQUATE TIME TO DETERMINE HOW WAGES AND SALARIES ARE CALCULATED.

8. Old Business

8.1. Request for Lifetime Membership (email)

Board reviewed the letter.

Motion: 1. GIVE LIFETIME MEMBERSHIP TO -nominee REGAN/ TAMMY - passed

Motion: 2. RENAME MULTIPURPOSE ROOM (LOGISTICS tbd) REGAN/ TAMMY-passed

8.2. ACTION: REGAN WILL RESPOND TO EMAIL -completed

Lifetime memberships need to be tracked and reviewed with other membership types

ACTION - As part of review by Tony and his team.

8.3. International Tankard: Recap of request to defer fees until next tankard event.

FEE DEFERRED UNTIL NEXT YEAR IN VANCOUVER. START LOOKING FOR VOLUNTEERS IN SEPTEMBER.

8.4. Review and discussion of outstanding fees and their collection

TAMMY, CAROL, PETER, AND AMARA WILL LOOK INTO THIS

8.5. Rotary presentation (January 28, 2025) feedback POSTPONED TO THU. MAR. 27

REGAN WILL FOLLOW UP WITH TIKI FOR CONTACT INFORMATION - completed

8.6. (LEAGUES COMMITTEE) Update on the new system for booking and paying for practice ice.

NEW LEAGUE CALENDAR IS UP AND RUNNING, BUT BOOKING SYSTEM IS STALLED. THERE IS A PAGE ON THE WEBSITE THAT NEEDS TO BE TAKEN DOWN

ACTION ITEM - (FRED TO TAKE DOWN THIS SECTION OF WEBSITE)

8.7. Functional Team Shakeup- DRAFT on Board Shared Drive under drafts

(https://docs.google.com/document/d/1jGJEjXmXP-yoFaBkwpLQ2CxMnbvdkNSQjq7HymW6B9A/edit?usp=drive_link)

BETTER ALIGNMENT WITH NEW OPERATIONAL RESTRUCTURING. ADD OPERATIONS TEAM- REGAN AND PETER WILL TWEAK IT

MOTION: APPROVE WITH MINOR EDITS

REGAN/ TAMMY -passed

8.8. (SHERRY) Society Membership List has been received from Larry Legault.

8.9. High School Teams, 8.10 Membership Admission Process

OUR SOCIETY NEEDS CLARITY. REGAN HAS RESEARCHED. BYLAWS NEED TO BE CLARIFIED. SOCIETY VERSUS MEMBERSHIP PARTICIPATION. VOTING VERSUS NON-VOTING MEMBER. TONY will form a team including Regan, Gary, & FRED WILL HELP TO UPDATE/ RE-WRITE BYLAWS.

8.10. Signing authority for gaming grant account DONE

8.11. (FRED) Board Conflict of Interest Policy is ready (ATTACHED BELOW):

https://docs.google.com/document/d/1Ox0aQuwAWnfMJ_Mo4w7U-aeOurv8kjAx/edit?usp=sharing&oid=111387092850541169963&rtpof=true&sd=true

Motion to approve:

GARY/ PETER

FRED WILL POST TO THE WEBSITE

9. New Business

9.1. BUDGET CONSIDERATIONS:

9.1.1. Support for volunteers representing Chilliwack at the International Tankard

9.1.2. VistaShades roller blinds for the Boardroom (\$2180) and Banquet Room (\$1270)

9.1.3.1 OF 2 KITCHEN RATIONALE (FANCY OVEN) HAS BROKEN DOWN. \$4400 REPAIR. SELL THE PIZZA OVEN.

MOTION TO REPAIR:

LARRY/ SHERRY

ABLE TO WAIT A FEW MONTHS (DEFER UNTIL APRIL MEETING). PREFER METAL CHAINS.
TAMMY NEEDS TO VERIFY THE BUDGET FIRST.

9.2. New Board Member Application- Dan Northgraves

MOTION TO ACCEPT DAN AS 12TH MEMBER.

REGAN/ TAMMY

FRED WANTS A NOMINATION SUBCOMMITTEE TO FILL GAPS ON THE BOARD– Action item – Fred to create nominating subcommittee to begin preemptively filling holes in board prior to 2025 AGM.

9.3. Future meeting dates and times

NOT DISCUSSED AT THIS TIME

10. Strategic Functional Teams

WORK THE TEAMS MORE. CREATE REPORT SUMMARIES. APPROVAL FOR ASSET IMPROVEMENTS. SPENDING LIMITS.

10.1. Building & Facilities Enhancement Team

Fred, Larry, Jeff

Recommend roller blinds for the board room and have received a quote

MAINTENANCE BUDGET IS IN THE WORKS

THERE ARE CHIPS AND HOLES THROUGHOUT THE BUILDING (DRYWALL AND PAINT), FLICKERING LIGHT, CAMERA ON SHEET 6, CLOGGED DRAIN IN THE BACK ROOM (KEVIN KLEBE IS A PLUMMER)

10.2. Communications, Marketing & Membership Retention Team

Hollee, Will

(NOTHING AT THIS TIME)

NEED MARKETING PLAN FOR NEW LEAGUES

10.3. Finance Team

Tony? Tammy? Executive?

[DRAFT FINANCIAL SUMMARY REPORT](#) PROVIDED BY FRED ON BEHALF OF TAMMY

TAMMY WILL CREATE FINANCE POLICIES

10.4. Management Team and Manager's Report

Executive & _____

Who will be responsible for this?

Manager's Report BECOMES OPERATIONS REPORT (ATTACHED BELOW)

ICE TECH CONTRACT EXPIRES APRIL 15TH

"MANAGER" CONTRACT NEEDS TO GO TO SALARY

BOARD RESPONSIBILITIES/ EXECUTIVE RESPONSIBILITIES

MANAGEMENT TEAM REPORT PROVIDED SEPARATELY - NO COMMENT/ISSUES RAISED

10.5. Program and Services Team

Peter, Carol, Gary

Leagues and Programs report ATTACHED BELOW

NEED A MARKETING PLAN FOR COMMUNICATIONS TEAM

10.6. Bonspiel Committee Team

Regan, Sherry

ATTACHED BELOW

10.7. Strategic Planning Team

Executive, Carol

A plan to develop a plan is in the works!

REGAN IS COORDINATING WITH CURL BC FOR WORKSHOP

10.8. Volunteer Team

Gary, Larry

(NOTHING AT THIS TIME)

1. RUN OUT OF VOLUNTEERS AT THE END OF THE SEASON

2. HAVE TRIED CREATING LISTS OF VOLUNTEERS, NEVER WORKS, LIST OF COACHES DOES WORK

3. A PROGRAM DIRECTOR SHOULD BE A PAID POSITION WITH ACCOUNTABILITY

11. Closing Remarks

11.1. Vice President

11.2. President

THANK YOU EVERYBODY FOR GETTING THROUGH THESE STRANGE TIMES

12. Adjournment

13. Next Meeting:

Tuesday, April 15, 2025 at 5:15 pm

ACTION ITEMS:

- Finance meeting with the executive and Amara ASAP.
- Regan will connect with Tiki to get contact information for Rotary presentation
- Fred will form a nomination committee
- Fred will work on Board effectiveness assessment and get teams operating efficiently
- Fred will post the conflict of interest policy to the website

- Fred will send the club notification about Elaine's husband
- Fred to take down the section of the website for signing up for practise ice
- Tony and his team with review lifetime memberships
- We need a marketing plan from the communications team
- BUDGET considerations:
 - Creation of a position for a paid program coordinator
 - Creation of a maintenance budget
 - Blinds or kitchen rationale or both?
- Rotary presentation?