

AGENDA
CCC Board of Directors Meeting
April 15, 2025 at 5:15 pm

EXECUTIVE:

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

DIRECTORS:

Peter Salome
Carol Honeyman
Jeff Dickey
Tony DeGroot
Dan Northgraves
Hollie Wark

STAFF:

REGRETS:

Larry Wigham
Gary Robinson

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| 1. Call to order (5:25) | REGAN |
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| 2. Agenda – April 15, 2025
Motion: <i>THAT the agenda be approved as presented</i> | FRED/ PETER |
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| 3. Minutes – March 25, 2025
Motion: <i>THAT the minutes be approved as presented</i> | FRED/ REGAN |
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| 4. Opening Remarks- President
4.1. Thanks
4.2. Executive update:
4.2.1. Lots of meetings
4.2.1.1. Ice tech contract is renewed and signed
4.2.1.2. Food and services managers is hired with accountability measures and incentive/
performance bonuses available
4.2.1.3. Seasonal Curling Club Manager Position created
4.2.1.4. Financials
4.2.1.5. Carol & Peter continue to work above and beyond with staff | REGAN |
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| 5. Correspondence
5.1. (From Tiki to Carol) Canadian-Scottish Friendship Tour
It's happening and Ramsbottom and Lightfoot are taking care of everything with Tiki and will
communicate as required | CAROL |
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| 6. Manager's Report (EVENTS REPORT from Tiki)
6.1. SUMMARY REPORT ATTACHED BELOW (EVENTS REPORT APRIL 15, 2025)
We're happily busy focusing on one month at a time. Tammy will see the larger picture. | <div style="border-top: 1px solid black; width: 100px; margin: 0 auto;">CAROL</div> |
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| 7. Financial Report
7.1. Monthly Financial Summary Report
7.1.1. Wages/ Salaries, utilities (Hydro)- pickleball air conditioning, nearly empty extra draws
7.1.2. Kitchen profits
7.1.3. Administration and Pro Shop losses
7.1.4. Amortization is coming onto the books later in April
7.1.5. Capital replacement contract and plan with the City of Chilliwack
7.1.6. Long-term debt repayments to the City of Chilliwack
7.1.7. Tammy will calculate a "burn rate" | TAMMY |

8. Old Business

8.1. ACTION ITEMS FOLLOW UP:

8.1.1. Governance workshop update

Regan has tentatively booked the workshop for after the Symposium (June 14th weekend hopefully)

8.1.2. Gaming grant update

Regan is teasing out details to fully capitalize on available funds. Must be done by Apr. 30 (Regan will find the document to confirm). Move focus to "summary"???

8.1.3. Finance meeting with the executive and Amara ASAP.

"As long as it takes" meeting is scheduled for Apr. 26, 2025

Sage mystery (TAMMY)

8.1.4. Regan will connect with Tiki to get contact information for Rotary presentation

8.1.5. Fred will form a nomination committee

Fred wants to only nominate via "gap-analysis" for now

8.1.6. Fred will work on Board effectiveness assessment and get teams operating efficiently

8.1.7. Fred will post the conflict of interest policy to the website

8.1.8. Fred will send the club notification about Elaine's husband

8.1.9. Fred to take down the section of the website for signing up for practise ice

8.1.10. Tony and his team will review lifetime memberships and bylaws

Attempting to form a team and initiate a kickoff meeting

Step 1: how to define membership

Step 2: create membership list

8.1.11.

e need a marketing plan from the communications team

"In kind" advertising deals (Regan also needs for Gaming Grant- Carol will forward)

8.1.12. BUDGET considerations:

8.1.13. Creation of a position for a paid program coordinator

Seasonal Curling Club Manager Position created, but hesitating to get a budget to guide the salary

8.1.14. Creation of a repairs & maintenance budget

What happens annually (Building Team)?

8.1.15. Blinds or kitchen rationale (✓) or both?

Tammy will get a third quote

W

9. New Business

9.1. Leagues fee schedules

Fees will go up and be ready to release by May Board meeting

CAROL

9.2. Bonspiel Costs

9.3. meetings schedules

9.4. ordering of glassware

9.5. Liquor license update

Fill out your form!

9.6. AGM attached to the Summer Spiel ("Open the Barn Door")?

REGAN

9.7. Bonspiel Team will need a new leader

CAROL

10. Strategic Functional Teams WORK THE TEAMS MORE. CREATE REPORT SUMMARIES.

10.1. Building & Facilities Enhancement Team

FRED, LARRY, JEFF

10.1.1.	Wash tub for mechanical room (From Mike M. via JEFF DICKEY)		
10.2.Communications, Marketing & Membership Retention Team		HOLLEE	
10.2.1.			
10.3.Finance Team		TONY, TAMMY, EXECUTIVE	
10.3.1.	UMMARY REPORT ATTACHED BELOW (2024-25 as at March 31, 2025 - Financial Reporting Summary)		S
10.4.Operations Team and Manager's Report		EXECUTIVE, PETER, CAROL	
10.4.1.	UMMARY REPORT ATTACHED BELOW (Operations Report April 15, 2025) What's the difference between "events" and "catering" (any food) Carol and Tiki are going to Manager's Meeting at Royal City tomorrow		S
10.5.Program and Services Team		PETER, CAROL, GARY	
10.5.1.	UMMARY REPORT ATTACHED BELOW (LEAGUES AND PROGRAMS April 15) Carol has created an advertising sponsorship spreadsheet with contact info		S
10.6.Bonspiel Committee Team		REGAN, SHERRY	
10.6.1.	tBD Recap Profitable, but more detail later. Survey will be soon.		C
10.7.Strategic Planning Team		EXECUTIVE, CAROL	
10.7.1.	PDATE- waiting for the governance workshop		U
10.8. Volunteer Team		GARY, LARRY	
	Nothing at this time		
11. BUDGET CONSIDERATIONS (SUMMARY):			
11.1.	linds to close off the ice from bookings (Tammy)		B
12. Closing Remarks			
12.1. Vice President			
12.2. President			
13. Adjournment- 7:21pm			
14. Next Meeting:			

Tuesday, May 20, 2025 at 5:15 pm

Tuesday, Jun. 17, 2025 at 5:15 pm

ACTION ITEMS:

- Regan and Dan will ask at CSS about “deal” to move CSS grad to the curling club (sound-proofing curtains)
- Update to “realigned teams” with teammates for next meeting
- Blinds to close off the ice from bookings (Tammy)
- Tammy will calculate a “burn rate”
- Regan will find the document to confirm
- Sage mystery (TAMMY)
- Fred will form a nomination committee
- Fred will work on Board effectiveness assessment and get teams operating efficiently
- Tony and his team will review lifetime memberships and bylaws
- “In kind” advertising deals (Regan also needs for Gaming Grant- Carol will forward)