

Pittsburgh Curling Club Board Meeting Minutes

5/10/2010

7:30 PM

RMU ISLAND SPORTS CENTER HAT TRICK CLUB

MEMBERS PRESENT	Rich Ashford, Andy Banfield, Dan Bliss, Steve Buffington, Daphne Curtis, Amy Hannan, Amanda Marchitelli, Jen Poeschl, Marie Rose, Keith Scott (came later in the evening), Brian Stuart
MEMBERS ABSENT	Michelle Crown
OBSERVERS	Steve Marchitelli
CALLED TO ORDER	7:30 P.M.

Agenda topics

APPROVAL OF PREVIOUS MINUTES

DISCUSSION		
Changes to the Executive Meeting minutes:		
<ul style="list-style-type: none"> Add: discussion was held regarding the 2010-2011 season rates. 		
CONCLUSIONS		
<ul style="list-style-type: none"> Motion to approve the full and public versions of the March 2010 Board Meeting minutes and the Annual Meeting; changes to the Executive Meeting minutes: Rose/Hannan – carried unanimously. 		
ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE

APPROVAL OF CONSENT AGENDA

DISCUSSION		
No additional comments.		
CONCLUSIONS		
<ul style="list-style-type: none"> Motion to approve the consent agenda for the May Board meeting: Rose/Bliss – carried unanimously. 		
ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE

MEMBER COMMENTS

DISCUSSION		
None.		
CONCLUSIONS		
ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE

BOARD ANNOUNCEMENTS

BOARD MEMBERS

DISCUSSION		
None.		
CONCLUSIONS		
ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE

FINANCIAL

KEITH SCOTT

DISCUSSION		
<ul style="list-style-type: none"> • The club is solvent. • Auditors <ul style="list-style-type: none"> ◦ The books will be returned within the upcoming week. • Accounts Payable: \$1,399.65 • Accounts Receivable: \$10,597.95 		
CONCLUSIONS		
<ul style="list-style-type: none"> • Motion to pay invoices: Bliss/Hannan – carried unanimously. • Motion to approve \$70.00 to renew PO Box at Greentree Post Office: Ashford/Hannan – carried unanimously. (Motion was made prior to the Financial report.) 		

ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE

ICE OPERATIONS & EQUIPMENT

RICH ASHFORD

DISCUSSION	
<ul style="list-style-type: none"> • Foam bumpers need to be purchased. Cost is \$299.90. • Stone sanding jig and paper <ul style="list-style-type: none"> ○ Sanding is normally done as maintenance and removes glazing on the stones and sharpens the edges. ○ Jig is \$115.00 CDN from Thompsons. ○ 64 pieces sanding paper at \$0.65 each. ○ Stones can be done quickly and would be done before Tropicurl. ○ May have a small effect on our regular ice as stones will dig in better. This will mostly help at Tropicurl. • Ice Paint & Sprayers <ul style="list-style-type: none"> ○ At the October 2009 Board Meeting at \$400 - \$500 was approved to purchase a different type of ice paint. <ul style="list-style-type: none"> ▪ Instead, just supplement with same paint (club has some paint on hand). ▪ 1 box of blue, 1 box of yellow (or green if yellow is not available), ½ box of red is needed for purchase. ▪ Approximately \$50.00 CDN per box. Price may vary depending on the color. ○ Paint Sprayers <ul style="list-style-type: none"> ▪ Problems with PCC sprayers clogging. ▪ Commercial sprayers do not clog. ▪ Home Depot rents sprayers: \$56 for 8 hours ○ By going with the current paint we have, we are saving money from the original motion. • Reimbursement for Stencils <ul style="list-style-type: none"> ○ Significant discussion since this was not an approved board purchase. ○ Board decided to put the items in next year's Ice Operations & Equipment budget for payment. 	

CONCLUSIONS	
<ul style="list-style-type: none"> • Motion to approve \$150.00 (plus shipping) for purchase of sanding jig and paper: Rose/Bufington – 2 opposed. Motion carried. • Motion to approve the purchase of ice paint and renting of 2 commercial paint sprayers: Rose/Marchitelli – carried unanimously. • Motion to approve \$299.90 for the purchase of foam bumpers: Buffington/Bliss – carried unanimously. 	

ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE

JUNIOR PROGRAM

KEITH SCOTT

DISCUSSION		
None.		
CONCLUSIONS		
ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE

TRAINING

KEITH SCOTT

DISCUSSION		
None.		
CONCLUSIONS		
ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE

FUNDRAISING

**DAN BLISS
AMANDA MARCHITELLI**

DISCUSSION
<ul style="list-style-type: none"> • Rock Handles <ul style="list-style-type: none"> ○ Andy sent the information to the engraving company. ○ 6 rocks to be engraved. <ul style="list-style-type: none"> ▪ Curlex handles already purchased. ▪ Approximately 6 weeks to get handles back from engraver. ▪ Would need the handles back for the May 22 LTC. <ul style="list-style-type: none"> • Use the handles from the old set of rocks while the current handles are being engraved. ○ Still need to buy 1 yellow handle.

CONCLUSIONS		
ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE

OUTREACH

DAN BLISS

DISCUSSION
<ul style="list-style-type: none"> • Learn to Curl <ul style="list-style-type: none"> ○ 3/12/2010 (Corporate) <ul style="list-style-type: none"> ▪ Small group of 10 from Phillips Respironics. ○ 5/1/2010 <ul style="list-style-type: none"> ▪ 10 folks from KDKA were given a short lesson after the mini-league taught by myself and Keith. ○ 5/22/2010 <ul style="list-style-type: none"> ▪ Last LTCs of the season. ▪ 3 sessions: 3:30pm, 5:45pm, and 8:00pm. ▪ As of 05/03/10, 120 of 150 available spaces have been filled. • Pittsburgh Magazine <ul style="list-style-type: none"> ○ Montanez came for a LTC on 03/13/2010. She wrote an article about the club that appeared in the May issue of <i>Pittsburgh Magazine</i>. • Olympic Mini-Leagues (4/11/2010 to 5/2/2010) <ul style="list-style-type: none"> ○ Great job by all of the instructors, who put a ton of time in for six sessions. ○ All 80 spots (40 on Saturday; 40 on Sunday) were prepaid. ○ Attendance was generally very good. <ul style="list-style-type: none"> ▪ Lots of enthusiasm from the mini league participants. Many expressed interest in joining the league. • LTC Pricing <ul style="list-style-type: none"> ○ Discussed setting the rate for Learn To Curl sessions in the 2010-2011 season.

CONCLUSIONS		
<ul style="list-style-type: none"> • Motion to set the 2010-2011 Learn To Curl session fee at \$20.00 per person (with the option of revisiting based on attendance): Buffington/Ashford – 1 opposed. Motion carried. 		
ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE

PRO SHOP**BRIAN STUART**

DISCUSSION		
<ul style="list-style-type: none"> • No sales. • Received a donation of two sasquatch size grippers from a member who will not be returning. I'll sell these at a discount. 		
CONCLUSIONS		
ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE

LOGO SHOP**MICHELLE CROWN**

DISCUSSION		
<ul style="list-style-type: none"> • April & May Logo Shop Sales <ul style="list-style-type: none"> ◦ April & May sales report will be available at the June Board meeting. • New Logo Shop Manager <ul style="list-style-type: none"> ◦ Jen Poeschl has volunteered to take over the Logo Shop Manager position. ◦ I will be working with Jen over the summer to make the transition. 		
CONCLUSIONS		
ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE

EVENTS**MARIE ROSE**

DISCUSSION		
<ul style="list-style-type: none"> • Venture Outdoors on 5/22/2010 is all set. <ul style="list-style-type: none"> ◦ Lora Kennedy and Gerry Kyle will man the booth with help from Phoebe Juel. That leaves everyone else "free" to help with the big Learn to curl that evening. ◦ Need to hand off wheelie rocks, TV, VCR. ◦ Possibly print some updated pamphlets. ◦ Membership flyer? Teambuilding flyer? 		
CONCLUSIONS		

ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE

MEMBERSHIP

**AMY HANNAN
BRIAN STUART**

DISCUSSION		
<ul style="list-style-type: none"> • 114 members. • 2010-2011 fees were set in the April meeting and a draft of the 2010-2011 registration and waiver forms are being considered. We're waiting on the league format for this season before finalizing the drafts and putting them up on the web site. • Handling new member applications <ul style="list-style-type: none"> ○ Attendees from the open houses and mini-leagues have expressed sending in payment now for the 2010-2011 season. ○ If people try to send in applications before membership is open, they will be returned. 		
CONCLUSIONS		
ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE

SCHEDULING

STEVE BUFFINGTON

DISCUSSION		
<ul style="list-style-type: none"> • Need to get membership information on the website while there is a high interest in curling. • Discussion on different formats for the league to accommodate as many people as possible. 		
CONCLUSIONS		
ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE

LEAGUES**ANDY BANFIELD**

DISCUSSION		
None.		
CONCLUSIONS		
ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE

FACILITIES**ANDY BANFIELD**

DISCUSSION		
<ul style="list-style-type: none"> I did not receive reports from the Financial or Existing Lands & Buildings Groups. I received another contact from a gentleman from the Irish Club about teaming up on a facility. I had tried to make contact with this gentleman in the past and we just couldn't hook up. I asked Steve Buffington to try to get in touch with him. This is the group that was interested in buying the Batting Cage property from RMUISC sometime last year. A preliminary layout of a potential curling site in Butler County was provided to the Financial and EL&BG groups for review. Attended meeting with RMU to discuss batting cage property. 		
CONCLUSIONS		
ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE

OMBUDSMEN & DOCUMENTS**JEN POESCHL**

DISCUSSION		
<ul style="list-style-type: none"> Consent agenda handouts were distributed and reviewed. 		
CONCLUSIONS		
ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE

DISCUSSION

Andy Banfield:

- We have a preliminary draw with preliminary teams slotted in preliminary locations (Hopefully, this will be complete next week, and we can start notifying those who did not get their 1st, 2nd, or 3rd draw choices. We do have teams on the waiting list, so hopefully we won't have big problems.

Marie Rose:

- Tropicurl is full with several teams on the waiting list. Membership requested we post our full status since lots of people have been emailing regarding availability.
- Next meeting Mon May 17th at the bowling alley private room.
 - Will request full attendance.
- Still trying to meet with Parkhurst – Phone conversations with the NEW Parkhurst director have indicated that pricing is the same as last year.
- Food prices have gone up about 5% (although surprisingly, some have gone down). Current estimates put the meal portion at about \$2500 (2 dinners, 2 lunches, Sunday picnic + fruit/coffee)
- Got a \$12.86 gift card from GFS – our nonprofit rebate for last year along with a \$10 coupon – those are already used.
- What is the status of rock handle engraving? Amanda – you're handling this?
- Steve finished scoreboard easels – they're stored behind the rock cage.
- Brian's recently ripped out carpeting is at our house to be cut.

Brian Stuart & Amy Hannan:

- 48 teams registered. We were filled on March 30. This is the earliest we have ever filled!
- 2 full teams, one half team, and one single on the waiting list.
- Our "full" status is now on the web site so the email inquiries have subsided.
- May 15 is the last day for refunds.
- We're contacting a few teams that do not have four players on the registration forms to make sure they will be full.

CONCLUSIONS

ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE

DISCUSSION

- Content changes:
 - Update new LTC rate.
 - 2010-2011 Membership Information
 - Indicate the club is working on looking at different formats to accommodate as many people as possible and detailed information will be forthcoming.
- Get ready for BIG CHANGES SOON!!!!!!!!!!
 - With significant help from Brian Stuart and Jim Feniello (MotionPlan) – we'll be switching the website to a new format this summer.
 - Advantages:
 - MUCH easier input of information.
 - More of a magazine style.
 - Dropdown tabs across the top – makes info easier for people to find.
 - Site search feature.
 - Will allow a tracking feature – who's checking us out.
 - Individual authors.
 - Fun stuff – possibly slide shows, video, audio, direct links to Flickr.
 - Individual authors
 - Committee heads will have their own areas and will be responsible for uploading to the site – for example – logo shop, scheduling, training, LTC's, ice etc.
 - Allows for much timelier updating of committee information.
 - Access will be restricted to their areas only.
 - Administrator rights will be retained by Andy, Marie and Brian.
 - Frank Sottile will assist in the customizing of the site.
 - Authors will of course exercise good judgement – anything posted reflects the Pittsburgh Curling Club and will not be used as a personal forum (thus the admin rights above).
 - Allows quite a bit of creativity for authors – they can merely provide text or get fancier and put in pix, do some html coding, links etc.
 - Obviously there will be some training required but we're looking at formats that are VERY simple.
 - Brian has been doing the lion's share of the homework on this – THANK YOU!!!!!!
 - Brian will also be doing the lion's share of the customizing once we get a format set – then Marie will upload new info. Once we hit a critical mass of info, Jim Feniello will switch it over.
 - Most likely post Tropicurl.

ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE

PRESIDENT'S REPORT

ANDY BANFIELD

DISCUSSION

- Need to come up with a Board work structure so that all members have jobs or projects to pursue for 2010-2011. Everyone needs to decide where they would like to work and what goals they want to pursue. The ultimate goal is to try and spread out some of the work that is involved in running this club. Also, if we need to have new Departments, let's talk about those as well. I want to have this in place for the June Meeting.
 - Committees for 2010-2011:
 - Advertising & Public Relations: Michelle Crown
 - Documents – Daphne Curtis
 - Events – Marie Rose
 - Facilities – Andy Banfield
 - Financial – Keith Scott
 - Fundraising – Amanda Marchitelli
 - Ice Operations & Equipment – Rich Ashford
 - Junior Program – Keith Scott
 - Leagues – Steve Buffington
 - Logo Shop – Jen Poeschl
 - Membership – Amy Hannan & Brian Stuart
 - Ombudsmen – Jen Poeschl
 - Outreach – Dan Bliss
 - Pro Shop – Brian Stuart
 - Scheduling – Steve Buffington
 - Training – Keith Scott
 - Other duties:
 - Club historian
 - Scan news articles to put online
- A Budget should be setup for expenditures for the next year. Each "department" should seriously think about how much they will need to operate this fiscal year. I would like to have these in place for the August meeting.
- Budgets for 2010-2011
 - All committee heads must submit a budget at the June Board meeting.
 - Would like to have budgets in place by July which begins fiscal year.
 - Think about what your committee needs.
 - Include any donated items (LTC, etc.).
 - Board approves budget
 - Follow proper spending procedures to buy items.
 - Tropicurl may need to split the fiscal years.
- Dave Hanson has been promoted to General Manager of RMUISC. He replaces Don Smith who received a promotion in another department of the University.

- I received a check for our share of the Ice fees this year. It was a total of \$9,375.00. Over \$6,000 was made in February alone.
- Mac Purvis will be attending the GNCC meeting in my and Michelle's stead this year. The meeting is being held at Saratoga Springs, NY.
 - Need to get a report about our Open houses to Mac.
 - Numbers and comments from attendees.
 - Mac will not ask for reimbursement.
 - Possible vote on changing the senior age.
 - Board decided Mac should vote YES to changing the age to 50.
- Rule changes for the WCF appear to affect timing and should not impact our upcoming season.
- I have given up the running of the League and have turned that over to Steve Buffington. Many thanks to Steve for volunteering to do this.

CONCLUSIONS

ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE

MEETING ADJOURNED	Motion to adjourn: Poeschl/Marchitelli – carried unanimously.
NEXT BOARD MEETING	Monday, June 14, 2010 at 7:30 P.M. – Hat Trick Club