

Pittsburgh Curling Club Board Meeting Minutes

11/14/2011

7:30 PM

RMU ISLAND SPORTS CENTER HAT TRICK CLUB

MEMBERS PRESENT	Andy Banfield, Dan Bliss, Steve Buffington, Michelle Crown, Amy Hannan, Amanda Marchitelli, Jen Poeschl, Daphne Roberts, Marie Rose, Brian Stuart, Jacki Temple
MEMBERS ABSENT	Rich Ashford
OBSERVERS	Thaddeus Fields, Nick Visnich
CALLED TO ORDER	7:35 P.M.

Agenda topics

APPROVAL OF PREVIOUS MINUTES

DISCUSSION		
	None.	
CONCLUSIONS		
	<ul style="list-style-type: none"> Motion to approve the full and public versions of the October 2011 Board Meeting Minutes: Hannan/Stuart – carried unanimously. 	
ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE

APPROVAL OF CONSENT AGENDA

DISCUSSION		
	None.	
CONCLUSIONS		
	<ul style="list-style-type: none"> Motion to approve the consent agenda for the November Board meeting: Hannan/Bliss – carried unanimously. 	
ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE

MEMBER COMMENTS

DISCUSSION		
	None.	
CONCLUSIONS		

ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE

BOARD ANNOUNCEMENTS

BOARD MEMBERS

DISCUSSION		
<ul style="list-style-type: none"> • Board Members in Good Standing <ul style="list-style-type: none"> ○ Still waiting for dues payment from a Board Member. ○ There has been email communication and a check is to be sent. • PCC Bylaws <ul style="list-style-type: none"> ○ Daphne Roberts handed out draft changes. ○ Board Members to review and make any other changes. ○ Proposed timeline: <ul style="list-style-type: none"> ▪ Finalize changes in December. ▪ Put up for vote in January. • USCA Bylaws <ul style="list-style-type: none"> ○ USCA is proposing bylaw changes. ○ Vote may not happen until May 2012. ○ Jacki Temple to review proposed changes and discuss with the Board at future meeting. • Committees <ul style="list-style-type: none"> ○ Jim Meyer is now the Ice Operations and Equipment Committee Chair. • Small Games of Chance License <ul style="list-style-type: none"> ○ Need to decide if we want to pursue the license. ○ To obtain the license: <ul style="list-style-type: none"> ▪ Receive and complete all necessary forms from Allegheny County. ▪ Receive proclamation letter from Neville Township. ▪ Application must have all appropriate signatures and the dates must coincide with the club's RMUISC agreement. ○ PCC Member James Mills has fundraising ideas, but it would require a license. He offered to look into acquiring the license. 		

CONCLUSIONS		
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ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE
PCC Bylaws <ul style="list-style-type: none"> • Review bylaws and propose any changes. 	All Board Members	
USCA Bylaws <ul style="list-style-type: none"> • Review and discuss proposed changes with the Board. 	Jacki Temple	
Committees <ul style="list-style-type: none"> • Send Ice Operations and Equipment meeting template to Jim Meyer. 	Michelle Crown	

Small Games of Chance License <ul style="list-style-type: none"> • Check with Neville Township to see if the proclamation letter is on file and still valid. 	Marie Rose	
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FINANCIAL

DAPHNE ROBERTS

DISCUSSION		
<ul style="list-style-type: none"> • Finances <ul style="list-style-type: none"> ○ Club is solvent. ○ Accounts Payable: \$284.13 ○ Accounts Receivable: \$670.00 ○ Other Items <ul style="list-style-type: none"> ▪ Completion of FYE June 30, 2011 financial report and 2010 Form 990-EZ. Copies are available for review. ▪ Continuing to look into investment options. 		
CONCLUSIONS		
<ul style="list-style-type: none"> • Motion to pay invoices: Rose/Bliss – carried unanimously. 		
ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE
Investment Options <ul style="list-style-type: none"> • Review options and make note of any questions to discuss at the December Board meeting. Research other options if needed. • Add investment option as an agenda item for December's Board meeting. 	All Board Members Steve Buffington Michelle Crown	

ICE OPERATIONS & EQUIPMENT

RICH ASHFORD

DISCUSSION		
None.		
CONCLUSIONS		
ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE

JUNIOR PROGRAM**TBD**

DISCUSSION		
None.		
CONCLUSIONS		
ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE

TRAINING**TBD**

DISCUSSION		
Dan Bliss: <ul style="list-style-type: none"> • Level I Clinic <ul style="list-style-type: none"> ○ No word yet if a session will be held at the club. ○ Chesapeake Curling Club is hosting a session on December 3rd. 		
CONCLUSIONS		
ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE

FUNDRAISING**AMANDA MARCHITELLI**

DISCUSSION		
Marie Rose: <ul style="list-style-type: none"> • Giant Eagle Gift Cards <ul style="list-style-type: none"> ○ Sent all of the paperwork required to Giant Eagle for bulk gift cards. Thanks to Daphne for supplying significant documents. Jen Poeschl: <ul style="list-style-type: none"> • Day of Giving <ul style="list-style-type: none"> ○ Received Day of Giving Check for \$7,544.16 ○ Contributions made to the club were \$6760, match was 14.5 cents per dollar. ○ Credit card fees of 2.9% were deducted. ○ We had 26 contributions, 3 were 7 of which were made by club members who belong to the club as couples or former club members who were couples. ○ Michelle and Jen will be sending thank you notes and giving building fund pins to those who qualified for a pin. ○ Anyone may give to our organization at any time using PittsburghGives.org (minimum donation is \$25). 		

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"> ○ Opened up registration to 5 LTC classes in November and December. All are practically full. ○ I have been accepting Paypal for this round of classes and it seems to be going well. About half of the people chose to pay this way. ○ Requests are already coming in for a few groups of 10-20 for January, so we may fill those classes without advertising them. ○ Someone from Groupon contacted me about using our classes for their site. I'm planning on meeting with them to discuss the details. I feel that it is unlikely to work out for us, however, as we really won't have much - if any - open LTC time to offer. ○ I'm thinking of putting together a little one page info sheet to give to everyone that comes to an LTC. Perhaps hand them that and a registration form as they leave the ice. We are need of some new members and this is a way we could make sure that everyone that is here knows how to get in touch with us to curl more. 		
CONCLUSIONS		
ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE

PRO SHOP

BRIAN STUART

DISCUSSION		
None.		
CONCLUSIONS		
ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE

LOGO SHOP

JEN POESCHL

DISCUSSION		
<ul style="list-style-type: none">• October Sales \$80• Pin Sales for Building Fund - \$ 290 That is approximately 1/3 of the pins available sold.• Hoodies are available for sale• Working on car magnet, travel mugs, license plates and embroidered clothing.		
CONCLUSIONS		
ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE

EVENTS

MARIE ROSE

DISCUSSION		
<ul style="list-style-type: none">• OHPACA<ul style="list-style-type: none">○ January 7, 2012○ The Salt Lake City room was available but the liquor license does not extend to that area of the facility. To keep the event on site (and be able to stay within a reasonable budget), we are booking the Hat Trick Club. A pot luck dinner is allowed.○ Reviewed and discussed concept and budget for this event.○ Ice prep: I've spoken with Dave and Scott – we'll arrange at least 1 flood prior to the event to hopefully level the entire sheet somewhat.○ Dan Bliss:<ul style="list-style-type: none">▪ All 12 spots for the next leg of OHPACA at the Mayfield Curling Club filled up quickly, in a matter of 2-3 days. Lots of non-regular bonspielers too.▪ I'm thinking that we need to start pushing this hard in the club after Thanksgiving. I haven't thought about the details too much yet, but I'm guessing we'll need several people (5?) to help out with things the night of. Food, draw, timekeeping, score keeping, sign ins, waivers, etc. Our ice setup will be basically the same as always, but we'll have the friendly running on a slightly different time schedule. There will be some regular curling that night, but I think it's important that we have enough bodies here to handle the grunt work and curl.• Friends and Family<ul style="list-style-type: none">○ December 31, 2011○ Steve is to meet with Dave and discuss.• SteelSpiel<ul style="list-style-type: none">○ Begin advertising in mid-January.○ The upstairs hall was booked.		

- Tropicurl
 - July 5-8, 2012
 - Meetings/website and registration
 - I'd like a December meeting to be an e-meeting. Actual meetings to start January.
 - Steve to meet with Dave to get the per rink cost.
 - Jacki – we'll need your logo – did I hear 7 Seas?
 - Decorating – We'll certainly be missing Jack Hoffman and Jacqui Niedbala this year. We'll need to find someone to at least design the broom stacking table centerpieces.
 - Budget – I'd like all committees to submit cost estimates for the December e-meeting.
 - 2012 Timeline:
 - January
 - First meeting
 - Registration online (paypal??)
 - T-shirt (and logo) design to Jen
 - Emails to last year's participants
 - Set "hold" date for returning teams
 - Website info updates
 - Book hotel (see below)
 - February
 - Tropicurl night in the warm room
 - Jen has shirts to sell by playoffs or SteelSpiel
 - Ice committee orders needed materials
 - March
 - Parkhurst contract set
 - April
 - Handles sent out for engraving
 - Food testing
 - May
 - Ice committee final planning
 - Food purchasing
 - Materials being sent for program
 - June
 - Possible practice ice
 - Assemble programs
 - Assemble goodie bags
 - Final food purchases
 - Assemble decorations
 - Final run through – ice committee
 - Tropicurl Hotel
 - As many of you know, the Holiday Inn University Bvd was sold to RMU. (RMU had been leasing floors for student housing for the last couple of years). I have an offer from the Radisson (soon to be Double Tree) Greentree.

I have no idea if the Holiday Inn will work for us this year. I am also interested in contacting the Hampton Inn, University Boulevard. (I'm pretty sure they're too small since we had a discussion with them the first

or second year of Tropicurl). And from 2 years ago, we know the Fairfield on Neville Island is unable to meet our needs in terms of room numbers and “noise policies”.

CONCLUSIONS

- Motion to approve the concept and budget for the club event “OHPACA Friendly” as presented: Rose/Temple – carried unanimously.

ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE

MEMBERSHIP

**AMY HANNAN
BRIAN STUART**

DISCUSSION

- As of November 11th we have 99 members (14 of those are new members). Continue to hope to gain some new members in the upcoming Learn to Curl sessions. Have also had a few people contacted membership inquiring about joining. Hope those pan out.

CONCLUSIONS

ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE

SCHEDULING

STEVE BUFFINGTON

DISCUSSION

Scheduling is working out pretty well this season. We do continue to see some of the usual problems. Some teams don't identify when they will be missing players. And we could always use more players who want to be spares.

Finally, with the open spots on the league schedule, many teams are asking to switch their games to a more desirable time slot. Sometimes this has worked and sometimes the spot had already been filled by the time I knew about the request. The membership should keep in mind that all players on both teams would need to agree to make the change. That takes time to coordinate, so if the request comes in after about Wednesday night, it's too late.

Wristband update: We are a little bit behind my prediction on the wristband revenues. The slow pace is mostly due to player absences, but we also did not fully utilized the ice with skills or learn to curl sessions. This should improve for the rest of the season.

Speaking of ICE use: The league schedule has been posted, and Dan has his Learn to Curl sessions listed. On Jan 7th, we host our installment of the OHPACA. Those sheets are also on the calendar.

Now is the time to get training sessions or ice prep classes on the schedule.

CONCLUSIONS		
ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE

LEAGUES

STEVE BUFFINGTON

DISCUSSION
<p>Curling on Nov 5th finished the 1st league rotation. Even without a "make up" night, we managed to fit in all games that tried to reschedule.</p> <p>We had 3 forfeits this rotation. For two them, the entire team was unavailable to play and I had received advance notice. The third was unexpected and caused by a no-show and a late arrival.</p> <p>The point totals for the session show things are pretty even within the divisions. All teams threw skips rocks on Nov 5th, but it turned out that the measurements were not needed.</p> <p>As a reminder, the league rotation tie-breakers are listed below. I should have published this a few weeks ago so the new members would know.</p> <p><u>Tiebreakers for division Play:</u></p> <p>If 2 or more teams in the division end with the same point total AND that tie affects which teams move up or down a division, the following method (s) will be used to break the tie.</p> <ol style="list-style-type: none"> 1) The first tiebreaker will be team results in head to head competition. 2) The second tiebreaker will be results vs. the top team in that division, followed by the second place team, and followed by the third place team. 3) The third tie breaker would be measured distance on skips rocks. To ensure that the division rankings can be determined, all teams will throw skips rocks following their match on the last week of the rotation. We will use a tape measure from button to rock and record the distance. <p>Once a three or four way tie is broken, the remaining tie's start over using method 1 above.</p> <p>We are still playing the D-Division with only 3 teams. Each week, the odd team plays against a team of spares. For the 1st rotation, I assigned that as a win for the division team. About the 3rd week, it was pointed out to me that one of the teams only played the spares 1 time, during the rotation, whereas the other 2 played spares twice. So the "free" points were not equal for all teams. As it turned out, that discrepancy did not matter for the final rotation standings.</p> <p>For the 2nd rotation, the teams in the D-Division will need to play a 6th game so that it works out even. I will talk to the 3 teams and set that up.</p>

CONCLUSIONS		
ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE

FACILITIES

ANDY BANFIELD

DISCUSSION		
None.		
CONCLUSIONS		
ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE

OMBUDSMEN

JEN POESCHL

DISCUSSION		
None.		
CONCLUSIONS		
ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE

DOCUMENTS

DAPHNE ROBERTS

DISCUSSION		
None.		
CONCLUSIONS		
ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE

TROPICURL

ALL

DISCUSSION		
Amy Hannan:		
<ul style="list-style-type: none"> • Need Tropicurl 2012 cost and theme so we can start putting the flyer together. 		

<ul style="list-style-type: none"> • Will contact Mac Purvis to see if he is willing to create the flyer and form, send these emails and track the returns again this year. • Will contact Jacki and AI for pictures to use in 2012 flyer. 		
CONCLUSIONS		
ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE

PUBLIC RELATIONS

MICHELLE CROWN

DISCUSSION		
<ul style="list-style-type: none"> • Google+ Pages <ul style="list-style-type: none"> ○ Google+ will be offering Google+ Pages which is similar to Facebook. ○ Will set up a page for the club. 		
CONCLUSIONS		
ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE

WEBSITE

MARIE ROSE

DISCUSSION		
<ul style="list-style-type: none"> • Email Aliases <ul style="list-style-type: none"> ○ Sent alias email request to Tier 1 – but have not heard back. Sent a follow-up. We may want to re-open a discussion about establishing our own email separately. 		
ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE

PRESIDENT’S REPORT

STEVE BUFFINGTON

DISCUSSION		
<ul style="list-style-type: none"> • This is the time of year when we should focus on our business: <ul style="list-style-type: none"> ○ The membership rosters and payment of dues to GNCC and USCA are due, along with renewal of our insurance policy. The needed forms and information were recently sent out via emails from the GNCC. Keep in mind that the Membership Committee and our Treasurer are busy with this work. 		

- Steve Gutro sent information regarding insurance and what the policy states. Also sent suggested waiver language.
- President's Emails:
 - Letter from Cape Cod Curling Club
 - PCC sent letter to Cape Cod explaining the reason Tropicurl 2012 was moved a week later than usual (which pushes our bonspiel closer to Cape Cod's summer bonspiel and do not want to be in competition with their bonspiel) and Cape Cod sent a very nice letter back stating they understood our situation.
 - Gordon International Men's Bonspiel
 - GNCC Events Representative, George Shirk sent an email stating our club may receive an invitation to the Gordon International Men's Bonspiel being held in Utica from March 15 through March 17, 2012.
 - Due to the invitation process, if we receive an invitation and do not accept, the invite goes back into the pool of clubs and it could be 5 or more years until we receive another invite.
 - Average age of curlers for this bonspiel is 55 years or older but any curler over the age of 18 can attend.
 - Send an email to the male membership to see if there's an interest.
 - Criteria:
 - Team must be comprised of all PCC members.
 - Equipment Request
 - Jay Davies from Potomac Curling Club sent an email requesting our jig for their Rotary Worlds event being held in April 2012. They will be adding sheets in the skating rink next to their club and would like our jig to assist them in painting their houses.
 - The Board agrees to loan out the jig which can be dropped off when teams travel to Potomac for the Cherry Blossom bonspiel and will arrange to get the equipment back.
 - Will inform Jim Meyer about the loaning of the equipment and will contact Jay Davies to confirm.
- Keep the membership in mind – **Let's promote curling.**

CONCLUSIONS

- Motion to approve the loan of the jig to the Potomac Curling Club for their Rotary Worlds event in April 2012: Temple/Marchitelli – carried unanimously.

ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE
Insurance <ul style="list-style-type: none"> ● Forward the email Steve Gutro sent to Board Members. 	Steve Buffington	

<p>Gordon International Bonspiel</p> <ul style="list-style-type: none"> • Create and send email to the male members of record. 	<p>Steve Buffington Michelle Crown</p>	
<p>Equipment Request</p> <ul style="list-style-type: none"> • Contact Jim Meyer regarding the loan of the jig. • Contact Jay Davies regarding the approval of lending the jig and discuss the drop-off and pick-up arrangement. 	<p>Steve Buffington Steve Buffington</p>	

MEETING ADJOURNED	Motion to adjourn: Rose/Crown – carried unanimously.
NEXT BOARD MEETING	December 12, 2011 at 7:30 P.M. – Hat Trick Club

EMAIL VOTES**ALL**

DISCUSSION		
None.		
CONCLUSIONS		
ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE