

Pittsburgh Curling Club Board Meeting Minutes

4/8/2013

7:30 PM

RMU ISLAND SPORTS CENTER HAT TRICK CLUB

MEMBERS PRESENT	Andy Banfield, Matt Berwick, Dan Bliss, Steve Buffington, Michelle Crown, Amy Hannan, Amanda Marchitelli, Daphne Roberts, Mark Robinson, Marie Rose, Brian Stuart, Jacki Temple
MEMBERS ABSENT	None
OBSERVERS	Thad Fields, Len Jarabek, Erin McManus, Neill Turner
CALLED TO ORDER	7:32 P.M.

Agenda topics

APPROVAL OF PREVIOUS MINUTES

DISCUSSION		
None.		
CONCLUSIONS		
<ul style="list-style-type: none"> • Motion to approve the March 11th regular Board meeting minutes: Marchitelli/Hannan – carried unanimously. • Motion to approve the March 20th Annual Board meeting minutes: Bliss/Banfield – carried unanimously. • Motion to approve the March 20th Executive Board meeting minutes: Robinson/Crown – 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: Berwick/Bliss – carried unanimously. 		
ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE

MEMBER COMMENTS

DISCUSSION		
<p>Neill Turner:</p> <ul style="list-style-type: none"> • A student at the University of Pittsburgh asked about creating a college curling club/league. Other collegiate teams would be from Philadelphia and Villanova. • According to Pitt's rules, 10 people must join and have a place to curl in order to be recognized by the University. As of right now there are only 6 students interested. • They cannot do anything right now until August, when the next semester starts. They were informed of our club's situation regarding ice time and the plans to build a facility. • The student was told to contact Steve Buffington to get more details. 		
CONCLUSIONS		
ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE

BOARD ANNOUNCEMENTS

BOARD MEMBERS

DISCUSSION		
<p>GNCC Project 2014 (Michelle Crown)</p> <ul style="list-style-type: none"> • Months ago the GNCC asked each club for names of their representative for the GNCC Project 2014. I had volunteered at an earlier Board meeting and sent the GNCC my contact information and areas of interest for this project. • On March 22, Carl Thomas (GNCC Project 2014 Committee Chair) sent the representatives numerous documents from the Project 2010 campaign, stating he hopes to have revised copies at the Annual Meeting. • Carl also mentioned that very few clubs responded to his initial request and he was unsure why. Only 7 people (myself included) were on the email distribution list to receive the documents. • On April 4th, another email was sent from Carl asking each representative if there were any presentations they would like to see added and if they are attending the Annual Meeting. I responded that I would not be attending the meeting, and that I wasn't sure if someone from our club would be in attendance. • I was disappointed in that no new materials have yet to be created. I was hoping for new information and I'm uncertain if this will happen at the Annual Meeting. I'm also unsure if they will even keep this on the agenda due to the low responses. • I would like to be on the committee again for our Olympic Open Houses and see who else would be interested. 		

GNCC Annual Meeting

- Andy received a call from GNCC President asking if we would be sending a representative to the meeting.
- The Board has decided to not send a representative to the meeting, but rather put the money towards the building fund.
- Steve contacted the GNCC about the proposed bylaw changes and proxy votes.
 - The club will need to ask someone from another club who is attending the meeting to be our proxy.
 - The Triangle Curling Club seems to be the best fit for the proxy.
- The proposed changes to the GNCC bylaws and the USCA bylaws were sent to Board Members for review. The changes for both sets of bylaws seem straight forward and the Board has no questions or concerns.

2013-2014 Standing Committees & Chairs

- Ice Operations – Jim Meyer *
- Junior Program – Brian Stuart
- Training – Mark Robinson
- Fundraising – Amanda Marchitelli
- Outreach – Dan Bliss
- Pro Shop – Brian Stuart
- Logo Shop – Jen Poeschl *
- Events – Marie Rose
- Membership – Amy Hannan, Mark Robinson, Brian Stuart
- Scheduling – Steve Buffington
- Leagues – Daphne Roberts, Jacki Temple
- Building Committee – Andy Banfield, Steve Buffington, Brian Stuart
- Ombudsmen – Vacant
- Documents – Daphne Roberts
- Tropicurl – Len Jarabek *, Amanda Marchitelli, Marie Rose
- Public Relations – Michelle Crown, **
- Website – Marie Rose

* non-Board member

** Beth Cubbison will be asked to join this committee

2013-2014 Informal Committees & Chairs

- Curling Media & Bonspiel Diaries (website) – Matt Berwick, Mark Robinson

Spring Ice Rental

- Dan and Marie have been looking into scheduling ice time for the Spring for Learn to Curl sessions and the possibility of practice time for club members.

- Numerous dates were discussed as well as setting a price for club members to curl to offset the cost for scheduling ice for practice.

Summer Wheelchair Event

- Club received a request to host a wheelchair event before or right after Tropicurl.
- The week of Tropicurl does not work due to ice preparations for the event. July 8 is also not a good date.
- Steve will touch base with the contact person to see if other dates will work.

California Curling Clubs (Mark Robinson)

- While on a recent trip to California, Mark curled in Oakland, CA.
- 5 clubs in California and hold at least 3 bonspiels a year.

CONCLUSIONS

- Motion to appoint Triangle Curling Club as the club's proxy for the 2013 GNCC Annual Meeting: Rose/Roberts – carried unanimously.
- Motion to book June 22, 2013 (and other best ice times) for Learn to Curl sessions and practice ice at a rate of \$180/hr. Club members will be charged \$25 for the practice ice sessions.
Crown/Temple – carried unanimously.

ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE
GNCC Annual Meeting <ul style="list-style-type: none"> • Contact Sue Mitchell from Triangle Curling Club about being our proxy vote. 	Temple	

FINANCIAL

DAPHNE ROBERTS

DISCUSSION

- Finances
 - Club is solvent.
 - Accounts Payable: \$75.30
- Bank Interest Rates
 - 3-4 months ago Citizens Bank increased our interest rate to .7%. As of March 2013, the rate has gone down to .35%.
 - Will get information from other banks to find better interest rates. Money can also be moved back into the Schwab account.
- Small Games of Chance License
 - State of Pennsylvania has changed their requirements for obtaining a license. The club will look into these changes.

CONCLUSIONS		
<ul style="list-style-type: none"> Motion to pay invoices: Crown/Temple – carried unanimously. 		
ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE

ICE OPERATIONS & EQUIPMENT

JIM MEYER

DISCUSSION		
None.		
CONCLUSIONS		
ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE

JUNIOR PROGRAM

BRIAN STUART

DISCUSSION		
None.		
CONCLUSIONS		
ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE

TRAINING

MARK ROBINSON

DISCUSSION		
None.		
CONCLUSIONS		
ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE

FUNDRAISING

AMANDA MARCHITELLI

DISCUSSION		
None.		

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"> ○ We are looking at available ice times to potentially have some spring/summer Learn-to-Curl classes. Probably one night with two sets of classes and then a second night that we pair with Tropicurl practice time (in separate draws). ○ A Learn-to-Curl twitter account, @L2CPGH, was established. This would be an easy way to get quick updates about new classes and real time updates on numbers of opening. I do try to keep the website updated, but it tends to lag behind. • 2014 Olympics <ul style="list-style-type: none"> ○ With the Olympics starting to creep up on us, it's probably time to start thinking about the logistics of the open houses. I'm going to pull my notes from last time and look things over. We should probably discuss some initial plans at the next board meeting. • OHPACA <ul style="list-style-type: none"> ○ The Cleveland Skating Club has asked about reinstating the association. ○ No word yet from the Mayfield or Columbus curling clubs. ○ Our club may be able to host an event, but it would depend on ice availability which won't be known until late summer. ○ If OHPACA is not reinstated, look into an option of having a friendly with Cleveland. 		
CONCLUSIONS		
ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE

PRO SHOP

BRIAN STUART

DISCUSSION		
None.		
CONCLUSIONS		

ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE

LOGO SHOP

JEN POESCHL

DISCUSSION		
None.		
CONCLUSIONS		
ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE

EVENTS

MARIE ROSE

DISCUSSION		
Venture Outdoors		
<ul style="list-style-type: none"> • Advertising budget <ul style="list-style-type: none"> ○ Will use the Public Relations budget to purchase advertisement items. Items left over will be used for other events throughout the year. 		
CONCLUSIONS		
ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE

MEMBERSHIP

**AMY HANNAN
MARK ROBINSON
BRIAN STUART**

DISCUSSION		
<ul style="list-style-type: none"> • 2013-2014 Membership Fees <ul style="list-style-type: none"> ○ Will need to determine the membership fees for the upcoming season. 		
CONCLUSIONS		
ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE

SCHEDULING**STEVE BUFFINGTON**

DISCUSSION		
None.		
CONCLUSIONS		
ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE

LEAGUES**DAPHNE ROBERTS
JACKI TEMPLE**

DISCUSSION		
None.		
CONCLUSIONS		
ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE

BUILDING COMMITTEE**ANDY BANFIELD
STEVE BUFFINGTON
BRIAN STUART**

DISCUSSION		
<p>Andy Banfield:</p> <ul style="list-style-type: none"> • Met with Adams Township officials for an informal review of the site plans. Mac Purvis also attended the meeting. The officials loved the concept for the club and suggested the club set up a booth at Adams Township Days in August to help promote the new facility and club. • Discussed comments on the site plans. • Will try to meet with the officials again in June for final approval. Plans and reports must be submitted by June 1. • Funds must be submitted with the application fee and escrow review. <p>Steve Buffington:</p> <ul style="list-style-type: none"> • The meeting with Everything Ice went well. They are now on the right page with the ice slab design. They now know to make curling ice rather than hockey ice. A revised quote will sent as soon as possible. 		

Brian Stuart:

- Attended a grant writing workshop at the Foundation Center.
- Club member Martha Reicks (who is a grant writer) will meet with the Building Finance sub-committee to assist with the grant writing process.
- The Business Plan will need rewritten.
- Would like to visit banks to discuss the club's options.

Next Meeting:

- April 17, 2013 at 7:30 P.M.
- Open to all members.

CONCLUSIONS

- Motion to approve \$2,000.00 for escrow review and \$300.00 for the site plan application fee for Adams Township: Banfield/Bliss – carried unanimously.

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"> We were full by the end of March, but had a team withdraw the first week of April, but we are full once again. As of the meeting, no one is on the waitlist. 		
CONCLUSIONS		
ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE

PUBLIC RELATIONS**MICHELLE CROWN**

DISCUSSION		
None.		
CONCLUSIONS		
ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE

WEBSITE**MARIE ROSE**

DISCUSSION		
None.		
CONCLUSIONS		
ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE

PRESIDENT'S REPORT**STEVE BUFFINGTON**

DISCUSSION		
CONCLUSIONS		

ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE

MEETING ADJOURNED	Motion to adjourn: Crown/Robinson – carried unanimously.
NEXT BOARD MEETING	May 13, 2013 at 7:30 P.M. – Hat Trick Club

EMAIL VOTES

ALL

DISCUSSION		
<ul style="list-style-type: none"> • 05-03-2013 <ul style="list-style-type: none"> ○ Email sent to Board Members by Marie Rose, calling for a vote to approve spending \$150.00 above the year’s advertising budget for the curling stress rocks, banner, and pamphlets to be used throughout the year. 		
CONCLUSIONS		
<ul style="list-style-type: none"> • Motion to approve spending \$150.00 above this year’s advertising budget for promotional items: Rose <ul style="list-style-type: none"> ○ YES votes: Berwick, Bliss, Crown, Hannan, Marchitelli, Robinson, Rose, Stuart, Temple ○ NO votes: None ○ ABSTAIN votes: None ○ DID NOT VOTE: Banfield, Roberts ○ Motion carried. 		
ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE