

Pittsburgh Curling Club Board Meeting Minutes

1/8/2018

7:30 PM

RMU ISLAND SPORT CENTER

MEMBERS PRESENT

Steve Buffington, Dustin Devine, Karyn Drombosky, Leonard Jarabek, Amanda Marchitelli, Kim O'Dell, Daphne Roberts, Mark Robinson, Marie Rose, Neill Turner

MEMBERS ABSENT

Dan Bliss, Doug Sterling

OBSERVERS CALLED TO ORDER

Sean Mizerski
7:30 PM

APPROVAL OF PREVIOUS MINUTES

DISCUSSION

CONCLUSIONS

Motion to approve December 2017 Minutes: Devine/Robinson; carried unanimously

ACTION ITEMS

PERSON RESPONSIBLE

DEADLINE

APPROVAL OF CONSENT AGENDA

DISCUSSION

Motion to approve January 2018 Consent Agenda: Rose/Turner; carried unanimously

CONCLUSIONS

ACTION ITEMS

PERSON RESPONSIBLE

DEADLINE

MEMBER COMMENTS

DISCUSSION

CONCLUSIONS

ACTION ITEMS

PERSON RESPONSIBLE

DEADLINE

BOARD ANNOUNCEMENTS

BOARD MEMBERS

DISCUSSION

- Steve is working on meeting with guarantors
- Kim is continuing to work on insurance policy quotes.
- Karyn is continuing to work on transition committee, will have a better outline for February.
- Steve to send GNCC insurance certificate to Dave.
- Board of Directors Insurance was paid electronically; for electronic checks we don't need two signatures! So...it would be prudent to have a financial oversight officer who looks at the finances monthly to make sure that there are no financial discrepancies. (Transition committee item).
- GNCC legacy t
- Promissory notes: We need an overall plan regarding terms.
 - Having analyzed the budget projections, we have determined an acceptable framework for the promissory note negotiations. This will help Steve and any other board members have a starting point should someone approach about making a loan.
- Groundbreaking:
 - We should approach local politicians and get media involved to get more interest and help grow membership.

CONCLUSIONS

ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE
Set up meeting with guarantors	Steve Buffington	
Continue insurance research	Kim O'Dell	
Create transition committee overview for February	Karyn Drombosky	
Send GNCC Insurance Info to Dave	Steve Buffington	

FINANCIAL

DAPHNE ROBERTS

DISCUSSION

Pittsburgh Curling Club
Financial Report

As of
1/8/2018

Current Assets

Cash/Checking/Savings

Charles Schwab Account	1,000.90
PayPal	3,590.28
PNC - Money Market	252,971.38
PNC - Primary Checking	1,001.49
PNC - Secondary Checking	43,605.59
12000 · Undeposited Funds	55,000.00

Total Cash/Checking/Savings 357,169.64

Other Current Assets

12100 · Prepaid Expense	1,894.63
122001 · Giant Eagle Gift Cards	5,000.00

Total Other Current Assets 6,894.63

Total Current Assets 364,064.27

CONCLUSIONS

Club is solvent.

ACTION ITEMS

PERSON RESPONSIBLE

DEADLINE

EVENTS

DISCUSSION

- Arena Nationals:
 - Both genders were selected to participate this year.

CONCLUSIONS

ACTION ITEMS

PERSON RESPONSIBLE

DEADLINE

OUTREACH

DISCUSSION

- Olympic Outreach:
 - We've gotten requests from various sources about Olympic exposure. Amanda to handle future media requests.
 - SportsEngine page is up and running. Hopefully we get some traffic from it.
 - Len to talk to Robert about getting interest from KDKA in Olympic curling.
 - Kim to ask her advertising contact his advice about press releases.
 - TV Ad from USCA: Karyn to track down info.

CONCLUSIONS

ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE
Handle incoming media requests	Amanda Marchitelli	
Monitor Sports Engine page	Karyn Drombosky	
Inquire about KDKA interest	Len Jarabek	
Research press release info	Kim O'Dell	
Research USCA TV Ad	Karyn Drombosky	

MEMBERSHIP

DISCUSSION

- Annual meeting
 - Date it is set for 3/12 during our regular meeting time.
 - At the February board meeting we will need to set up the structure for the annual meeting.
 - This will include financial reports, fundraising update, transition committee report, etc.
 - Nominating Committee:
 - There is a proposed amendment to the bylaws to change how board member nominations are acquired.
 - The proposal suggests that the board member nominees be selected by a nominating committee composed mostly of members at large and NOT pre-existing board members.
 - This will work out well in the future when we have lots of subcommittees that have chair people who will then get to know the

membership better.

- For this year, we will set up a nominating committee consisting of 2 board members who will find as many members for the nominating committee as are interested. If they can't find at least 3 non-board members, they are free to recruit the other board members.
- Mark and Daphne to find volunteers.

CONCLUSIONS

ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE
Find Volunteers for Nominating Committee	Mark Robinson and Daphne Roberts	

MEETING ADJOURNED	Motion to adjourn: Turner/Rose; carried unanimously
NEXT BOARD MEETING	February 12, 2018 at 7:30 PM – RMU Island Sport Center

EMAIL VOTES

ALL

DISCUSSION

None

CONCLUSIONS

ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE
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