

# Pittsburgh Curling Club Board Meeting Minutes

7/9/2018

7:30 PM

RMU ISLAND SPORT CENTER

<b>MEMBERS PRESENT</b>	Steve Buffington, Dustin Devine, Karyn Drombosky, Leonard Jarabek, Amanda Marchitelli, Kim O'Dell, Daphne Roberts, Harley Rohrbacher, Marie Rose, Doug Sterling, Neil Turner
<b>MEMBERS ABSENT</b>	Mark Robinson
<b>OBSERVERS</b>	Brian Stuart, Sean Mizerski
<b>CALLED TO ORDER</b>	7:30 PM

## APPROVAL OF PREVIOUS MINUTES

<b>DISCUSSION</b>		
<b>CONCLUSIONS</b>		
Motion to approve June 2018 Minutes: Devine/Sterling; carried unanimously		
<b>ACTION ITEMS</b>	<b>PERSON RESPONSIBLE</b>	<b>DEADLINE</b>

## APPROVAL OF CONSENT AGENDA

<b>DISCUSSION</b>		
Motion to approve July 2018 Consent Agenda: Marchitelli/Rohrbacher; carried unanimously		
<b>CONCLUSIONS</b>		
<b>ACTION ITEMS</b>	<b>PERSON RESPONSIBLE</b>	<b>DEADLINE</b>

## MEMBER COMMENTS

<b>DISCUSSION</b>		
<b>CONCLUSIONS</b>		
<b>ACTION ITEMS</b>	<b>PERSON RESPONSIBLE</b>	<b>DEADLINE</b>

## BOARD ANNOUNCEMENTS

## BOARD MEMBERS

### DISCUSSION

- Insurance Policies are ready to go!
- Steve to send update to the Membership about leagues and building progress.
- Theresa is beginning archival work.
- Karyn to contact Joe Walton and Brian Berger about financial oversight position.
- Soon we need to set up our agreement with Dave for ice. The last 3-4 years, Steve has been tweaking/signing it. We'll more than likely have the same ice payment agreement.
- Ice painting- Brian to inventory ice painting tape. Steve can't be there for ice painting, someone else needs to be in charge.
- Building Committee:
  - Steve got the final drawings from Renninger a week ago and took them to the building inspector. They still had some errors. Met with the project manager. Jason from JASE was there, his company is doing excavation for us through Renninger. There is coal seam on the property. Jason is going up there to see how thick it is. We may be able to put the foundation on top or dig through it. We don't know how wide or thick it is.
  - Trying to set up a meeting with DLC, the Tap Club is not happy with their proposed pathway (taking Larry's electrician along too).
  - Met with Brad Coen. He's working up a list of what will be donated and what will be at cost. He's going to donate all of the wire and switches. Looking into if he can donate cameras etc. Some items he can't get for free, he will probably be able to get for us at cost. His scope will be phone, (Google voice), internet, security cameras (monitored with fire alarm), main entrance control (fob).
  - We received a revised quote and drawings from Custom Ice. We're in good shape there, but the contract is set up with 50% up front, 30% later, and final 20% when chiller is shipped. So, 80% is paid for before installation. We need to investigate the implications of this with the bank loan. May need to pay out of club funds.
  - Kim to volunteer to take a look at the rooms and what we would need fixture/furniture wise for each (garbage cans, etc.). If it's a practical item, it

should be on the list. We can weed through to determine priorities.

- We've signed the resolution to borrow from Dollar Bank for the club!

#### CONCLUSIONS

ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE
Send out update to Membership	Steve Buffington	
Contact Joe and Brian about Financial Oversight	Karyn Drombosky	
Inventory Ice Painting Materials	Brian Stuart	
Begin list of items needed for building	Kim O'Dell	

## MEMBERSHIP

#### DISCUSSION

- Len to come up with a structure of Social Membership for an email vote.

#### CONCLUSIONS

ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE
Develop social membership structure	Leonard Jarabek	

## FINANCIAL

**DAPHNE ROBERTS**

#### DISCUSSION

Pittsburgh Curling Club Financial Report		<u>As of 7/9/2018</u>
<b>Current Assets</b>		
<b>Cash/Checking/Savings</b>		
Charles Schwab Account		1,001.61
PayPal		22,612.32
PNC - Money Market		363,214.21
PNC - Primary Checking		3,199.68
PNC - Secondary Checking		7,946.02
Undeposited Funds		
<b>Total Cash/Checking/Savings</b>		<u>397,973.84</u>
<b>Other Current Assets</b>		
12100 · Prepaid Expense		2,468.03
122001 · Giant Eagle Gift Cards		2,040.00
<b>Total Other Current Assets</b>		<u>4,508.03</u>
<b>Total Current Assets</b>		<u>402,481.87</u>
<b>CONCLUSIONS</b>		
Club is solvent.		
<b>ACTION ITEMS</b>	<b>PERSON RESPONSIBLE</b>	<b>DEADLINE</b>

**POLICIES**

DISCUSSION
<ul style="list-style-type: none"> <li>● Bylaws review: <ul style="list-style-type: none"> <li>○ We need to petition to change the bylaws, and Karyn will need to give notice of proposed amendments with proxy voting info before we schedule that meeting.</li> <li>○ Edit: change 12-14, 12 of the directors shall be elected.</li> <li>○ As far as “financial backers”: Guarantors, collateral, and personal loans. For the people making the loans, it will be a 10 year period. For the guarantors, it will be</li> </ul> </li> </ul>

when Dollar Bank releases them. The financial backers pool is not necessarily static. If someone's loan is paid off, they will be released. If we acquire a new loan, they can be added.

- We need to adjust the email to include the WHY (A voting member of the board whose primary focus is financial well being and not necessarily club growth or member experience).
- Everyone think about questions that people will ask at the bylaws meeting.

<b>CONCLUSIONS</b>		
<b>ACTION ITEMS</b>	<b>PERSON RESPONSIBLE</b>	<b>DEADLINE</b>
Come up with potential questions for bylaws special meeting	All	

<b>MEETING ADJOURNED</b>	Motion to adjourn: Sterling/Jarabek; carried unanimously
<b>NEXT BOARD MEETING</b>	August 13, 2018 at 7:30 PM – RMU Island Sports Center

**EMAIL VOTES**

**ALL**

<b>DISCUSSION</b>		
None		
<b>CONCLUSIONS</b>		
<b>ACTION ITEMS</b>	<b>PERSON RESPONSIBLE</b>	<b>DEADLINE</b>