

# Pittsburgh Curling Club Board Meeting Minutes

4/8/2019

7:30 PM

Carmody's

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

## APPROVAL OF PREVIOUS MINUTES

<b>DISCUSSION</b>		
<b>CONCLUSIONS</b>		
Motion to approve February 2019 Minutes: Robinson/Jarabek; carried unanimously		
Motion to approve Annual 2019 Minutes: Devine/Robinson; carried unanimously		
<b>ACTION ITEMS</b>	<b>PERSON RESPONSIBLE</b>	<b>DEADLINE</b>

## APPROVAL OF CONSENT AGENDA

<b>DISCUSSION</b>		
Motion to approve April 2019 Consent Agenda: Sterling/Meals; carried unanimously		
<b>CONCLUSIONS</b>		
<b>ACTION ITEMS</b>	<b>PERSON RESPONSIBLE</b>	<b>DEADLINE</b>

## MEMBER COMMENTS

<b>DISCUSSION</b>		
<b>CONCLUSIONS</b>		
Welcome Minnie!!		
<b>ACTION ITEMS</b>	<b>PERSON RESPONSIBLE</b>	<b>DEADLINE</b>

## DISCUSSION

- Building Updates:
  - Dollar Bank:
    - We're on our way! Primary operating account is open.
    - We will have online access to make mortgage payments (May 1<sup>st</sup> will be our first interest-only payment). We can set this up with automatic payments for convenience.
    - The bank has received and approved a revised promissory note draft.
    - At some point we'll have to reapply for the GNCC loan.
  - Steve signed the contract with Custom Ice!
  - Steve met with Renninger. Once they get the check, they'll mobilize. They will provide us with lists of what they plan on purchasing, and we will be able to refuse/find cheaper ones. We can purchase some things ourselves and hand them over for installation.
  - Draft LOC was sent to Stowe Twp, but we haven't heard back yet. There is a public meeting tomorrow for the renewal of the conditional use.
  - We need to start thinking about the furnishings, kitchen layout, landscaping, general logistics
    - Weeds/Poison Ivy could be taken care of with excavation, so there's no need to go up there before hand to tackle it.
  - We need to accumulate lists of STUFF that we need. We can add these to an amazon wish list and ask on social media for donations.
  - Kim will begin organizing groundbreaking!
  - Cost Estimates and Pre-approval framework. We need to focus on what we can drop for cost savings. We need to keep optional things optional until we know for sure that we can afford them.
  - Motion to accept the pre-approved cost framework within boundaries of given cost sheets, with money available to be borrowed across categories as long as given totals are not exceeded, with a board vote required for anything outside of this framework; Buffington/Jarabek; carried unanimously;

- Motion that at least 2 board members agree upon and approve any requests for payment before payment is issued regarding construction; Sterling/Rose; carried unanimously
- Transition committee:
  - Presented a preliminary committee structure. Everything seems fine, and it is a living document, so it can be amended to accommodate our changing needs.
  - Committee Structure:
    - Three main committees, with sub-committees, as presented in the Consent Agenda.
    - Let's get volunteers!! Committee heads will report back via board member/committee members, and enter monthly updates via the Consent Agenda.
- Everyone will need to sign new Conflict of Interest Forms: Karyn will email out before the next meeting.
- Everyone needs to complete the Safesport training- Karyn will email out the link.
- The Consent Agenda is a great tool for sharing info to the board before meetings. It keeps everyone on the same page. Please use it!
- GNCC Annual Meeting is in May in Albany. We don't know of any of the voting topics that will occur. We should think about someone to be a proxy for us.

**CONCLUSIONS**

ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE
Begin groundbreaking planning	Kim O'Dell	
Email out Safesport info	Karyn Drombosky	
Email out Conflict of Interest forms	Karyn Drombosky	

**FINANCIAL**

**DAPHNE ROBERTS**

**DISCUSSION**

**Pittsburgh Curling Club  
Financial Report**

**As of  
4/8/2019**

**Current Assets**

**Cash/Checking/Savings**

<b>Charles Schwab Account</b>	1,003.14
<b>PayPal</b>	97.20
<b>PNC - Money Market</b>	299,840.59
<b>PNC - Primary Checking</b>	25,887.76
<b>PNC - Secondary Checking</b>	9,868.14
<b>Undeposited Funds</b>	5,125.00 estimate

**Total Cash/Checking/Savings** 341,821.83

**Other Current Assets**

<b>12100 · Prepaid Expense</b>	8,918.86
<b>122001 · Giant Eagle Gift Cards</b>	3,277.50

**Total Other Current Assets** 12,196.36

**Total Current Assets** 354,018.19

<b>Current Liabilities</b>	West View Water Authority	33,340.00	water line tap in
	Stowe Twp	3,800.00	inspection escrow

**Total Current Liabilities** 37,140.00

**Long-term Liabilities**

Dollar Bank LOC	351,015.00
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**Total Long-term Liabilities** 351,015.00

**CONCLUSIONS**

Club is solvent. If you would like detailed financial information, please contact the club treasurer.

**ACTION ITEMS**

**PERSON RESPONSIBLE**

**DEADLINE**

**MEETING ADJOURNED**

Motion to adjourn: Rose/O'Dell; carried unanimously

**NEXT BOARD MEETING**

May 13, 2019 at RMU Salt Lake City Room

**EMAIL VOTES**

**ALL**

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