

Pittsburgh Curling Club Board Meeting Minutes

6/10/2019

7:30 PM

RMU ISLAND SPORT CENTER

MEMBERS PRESENT	Steve Buffington, Dustin Devine, Karyn Drombosky, Leonard Jarabek, Kim O'Dell, Daphne Roberts, Marie Rose, Doug Sterling, Neill Turner
MEMBERS ABSENT	Mark Robinson, Harley Rohrbacher, Minnie Meals (phone)
OBSERVERS	Sean Mizerski, Mark Evans, Theresa Walker, Alex Kunz
CALLED TO ORDER	7:30 PM

APPROVAL OF PREVIOUS MINUTES

DISCUSSION		
CONCLUSIONS	Motion to approve May 2019 Minutes: O'Dell/Rose; carried unanimously	
ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE

APPROVAL OF CONSENT AGENDA

DISCUSSION		
CONCLUSIONS	Motion to approve June 2019 Consent Agenda: Sterling/Devine; carried unanimously	
ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE

MEMBER COMMENTS

DISCUSSION		
CONCLUSIONS		
ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE

BOARD ANNOUNCEMENTS

BOARD MEMBERS

DISCUSSION

- GNCC Legacy Loan:
 - The club has reapplied for the GNCC Legacy Loan.
- Conflict of Interest Forms:
 - We can update the COI form to include a section for listing potential conflicts. Karyn to investigate.
- Promissory Notes:
 - Promissory note updates to be finalized by next month's meeting.
- P.O. Box:
 - We got a new PO Box! It's listed on the website.
 - P.O. Box 515 Moon Twp. PA, 15108
- Safesport:
 - We **must** be compliant; we are not currently. There are mandatory portions of each subset that we must adopt and others that we probably should.
 - 1:1 coaching sessions:
 - The adult (coach) must get written permission in advance of a training session that is not observed by anyone else.
 - This could be part of a standard form.
 - We can use exactly what they provided us with.
 - Locker rooms:
 - Locker rooms are never to contain a non-related adult alone with a minor.
 - This is mandatory, so it has to be added.
 - USCA officials are permitted to randomly check these policies/conditions.
 - Electronic communications:
 - Adults with authority over a minor are communicating with a minor in electronic form, parent or legal guardian must be copied/notified.
 - Local travel:
 - Minors need written consent to go in a car with an adult that is not their guardian.
 - EVERYONE MUST COMPLETE THE TRAINING BY JUNE 23rd. KARYN WILL YELL AT YOU.
- Next Targeted fundraiser:
 - Low-e ceiling. Their quote to us was for \$24,000.
 - Fundraising ideas? It saves us maybe \$12,000/year on energy. This is really essentially if we stay open in the summer. Potential corporate sponsorship!
- Transition Committee:
 - Motion to adopt 4 committee structure as a framework for transitioning to the new club; Sterling/O'Dell; carried unanimously.
 - Neill will take the finance committee.
 - Harley can be the point person for fundraising.
 - Theresa to take over high level financial oversight.
 - Investigate if we need to have some sort of membership rate to go to bonspiel etc.

“Traveling member rate” to cover registration and insurance. How long does a 2019 member still have insurance?

- Grand opening? PARTY? This is different than the inaugural spiel. It could be an open event for members and the community to come in and take a look (more members!?)
- Building Committee:
 - JASE has a contract with a coal broker to haul the coal
 - Biweekly meetings are occurring on site.
- Additional Fundraising:
 - Health and Wellness fair, we could consider attending July/August.
 - They are scheduled for Mondays from 11-2.

CONCLUSIONS

ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE
Investigate update of COI Form	Karyn Drombosky	
Pester everyone to finish Safesport	Karyn Drombosky	

OUTREACH

DISCUSSION

- Tyler George:
 - Len investigated. It may not be ideal before the building is up. This would make much more sense to do in our building, so probably not this year.
- Instructional League:
 - It's a bit slow to get people in. Len to do another round of promotion this week.
 - We could potentially open it up for single sessions.
 - We could also open it up to the club for open play. We have an invoice from RMU for ~\$2k to be due on the 27th. Len to email vote.

CONCLUSIONS		
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ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE
Continue to promote Instructional League	Len Jarabek	

FINANCIAL

DAPHNE ROBERTS

DISCUSSION		
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- Annual Budget:
 - We need to do some limited budgeting and reconvene when it's closer to opening.

Minutes to be added.

CONCLUSIONS		
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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: Devine/Roberts; carried unanimously
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Motion to adjourn: Devine/Roberts; carried unanimously

NEXT BOARD MEETING	July 8, 2019 at RMU Island Sports Center
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July 8, 2019 at RMU Island Sports Center

EMAIL VOTES

ALL

DISCUSSION		
Motion that we pay the amount of \$2362.50 for the ice time on June 29th, July 13th and July 20 th ; Jarabek/O'Dell; carried unanimously		
CONCLUSIONS		
ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE