

# Pittsburgh Curling Club Board Meeting Minutes

6/8/2020

7:30 PM

Pittsburgh Curling Club

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

## APPROVAL OF PREVIOUS MINUTES

<b>DISCUSSION</b>		
<b>CONCLUSIONS</b>	Motion to approve May 2020 Minutes: Robinson/O'Dell; carried unanimously	
<b>ACTION ITEMS</b>	<b>PERSON RESPONSIBLE</b>	<b>DEADLINE</b>

## MEMBER COMMENTS

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

**BOARD ANNOUNCEMENTS**

**BOARD MEMBERS**

## DISCUSSION

- Ice Report:
  - The Chiller does not restart itself in the event of a power failure. This will need to be addressed. It could report to us if we had internet access in the event of a failure.
- Building Problems:
  - Roof leaks:
    - There are three leaks now that we know about. Want to use an infrared camera to detect where insulation is wet. Then will need a face to face meeting with Keith and Larry
  - Condensation:
    - There is condensation along the east wall and few places on the south wall.
    - To be discussed with Keith/Larry
  - Telephonix:
    - Various sensors are not working properly.
    - We will need to schedule a service call from them
  - Dehumidifier:
    - There is a rubbing noise coming from the dehumidifier.
    - More investigation needed. This may require a service call from Custom Ice.
    - We should run the rooftop units occasionally to help dehumidify the warm room area.
- Squad Locker:
  - There have been a few members wearing their Squad Locker PCC gear!
  - Kim to talk to Amanda/Alex about how to get our money from them.
- Donately:
  - Donately is costing us 3 or 4 percent in addition to Stripe fees. We may be able to find a better donation software?

## CONCLUSIONS

ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE

## MEMBERSHIP

### DISCUSSION

- Phased Reopening:
  - Neill, Harley, and Karyn to outline a phased reopening approach for board approval. This will include things like restrictions on travel, mask guidelines, cleaning guidelines, and gameplay changes.
  - Marie to set up cleaning stations for disinfecting EVERYTHING
  - Karyn to assemble drawmasters, create schedule, and update website.
  - Daphne to create new infectious disease waiver.
- Member Survey:
  - Most frequent questions that we got from members were related to dues from Spring.
  - Board to create a proposal for making sure that members get a return on a fair valuation of their spring memberships in some form.

<b>CONCLUSIONS</b>	
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ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE
Create Phased Reopening Proposal	Neill, Harley, and Karyn	
Create Cleaning Protocol	Marie Rose	
Assemble drawmasters	Karyn Drombosky	
Create new waiver	Daphne Roberts	

**FINANCIAL**

**DAPHNE ROBERTS**

<b>DISCUSSION</b>	
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**Current Assets****Cash/Checking/Savings**

Dollar Checking	\$ 15,428.25
Dollar Savings	\$20.45
Charles Schwab Account	1,005.57
PayPal	-
PNC - Money Market	16,005.85
PNC - Primary Checking	1,320.39
PNC - Secondary Checking	4,397.60
Undeposited Stripe Funds	-
Undeposited Funds	1,000.00

<b>Total Cash/Checking/Savings</b>	<b>\$ 39,178.11</b>
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**Other Current Assets**

122001 · Giant Eagle Gift Cards	\$ 1,995.00
12100 · Prepaid Expense	12,172.87
Dollar Savings Escrow	38,102.43

<b>Total Other Current Assets</b>	<b>50,275.30</b>
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<b>Total Current Assets</b>	<b>\$ 89,453.41</b>
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**Current Liabilities****Paid Liabilities****PAID/SCHEDULED**

Dollar Bank	4,757.64	6/2/2020 Construction Loan Interest
Duquesne Light	1,908.59	6/8/2020 Building Electricity
Telephonix	107.00	6/8/2020 Intrusion/Fire Monitoring
West View Water	22.72	6/11/2020 Building Water
Columbia Gas	204.88	6/17/2020 Building Heat
Wm T Hutchinson Co PSP	375.00	6/30/2020 Loan Interest

<b>Total Paid Liabilities</b>	<b>7,375.83</b>
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<b>Total Current Liabilities</b>	<b>\$ -</b>
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**Long-term Liabilities**

Dollar Bank Construction Loan	\$1,300,000.00
GNCC Legacy Trust Loan	72,676.50
Hutchinson Loan	30,000.00

<b>Total Long-term Liabilities</b>	<b>\$1,402,676.50</b>
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**CONCLUSIONS****ACTION ITEMS****PERSON RESPONSIBLE****DEADLINE**

<b>MEETING ADJOURNED</b>	Motion to adjourn: Robinson/Rohrbacher; carried unanimously
<b>NEXT BOARD MEETING</b>	July 13, 2020 at PCC

## EMAIL VOTES

**ALL**

DISCUSSION	
<ul style="list-style-type: none"> <li>● Motion to allow small, single family learn-to-curl with only Steve and Marie (family members) teaching: Sterling/Devine, carried unanimously <ul style="list-style-type: none"> <li>○ Proposal Details: <ul style="list-style-type: none"> <li>■ Sunday July 12 10:00A to 12:00PM</li> <li>■ This is a Learn to Curl Proposal for a family “pod” (Steve Buffington's family). The basic concept is that they would arrive in the morning at 10AM and be gone before Sunday 1PM curling, and taught by Marie and Steve. I would characterize this as an "Orange" phase event - all safety/cleaning precautions but allowing in a small group. Outline below.</li> <li>■ Group Details: <ul style="list-style-type: none"> <li>● 7 adult curlers</li> <li>● 5 youth curlers (parents are curling – and these kids are well behaved – no one super young)</li> <li>● 1 adult family member spectator (not on ice but might “pet” a rock and walk into ice house)</li> </ul> </li> <li>■ Hometowns: <ul style="list-style-type: none"> <li>● Eastern Ohio, Kansas City MO, Indianapolis IN.</li> <li>● All travel by car, no air/bus/train travel within &gt; 2 weeks of event (months actually).</li> <li>● All staying in Ohio immediately prior to LTC.</li> </ul> </li> <li>■ Facility use: <ul style="list-style-type: none"> <li>● 100% masks (they already know this) and temp checks (we’ll get some temps ahead of time so no surprises when they arrive)</li> <li>● Grippers (marie will take them home and sanitize after use)</li> <li>● Brooms will be wiped down</li> <li>● Can keep them in one area of the warm room – perhaps at the long tables in the bar area.</li> <li>● They will need restrooms.</li> <li>● They will be shown the mechanical room.</li> <li>● Ice prep by Steve/marie</li> <li>● LTC by Steve/marie</li> </ul> </li> </ul> </li> </ul> </li> </ul>	

- Cleanup by Steve/marie
  - Regular waivers + infectious disease waivers
  - LOGO Shop
  - I'll make purchases available (will organize with Amanda/Erin)
- Revenue
  - \$40pp for ice + logo shop sales - so likely \$500 range.
- Why this is a good idea:
  - This is a good “controlled” test of a LTC. Family pod helps with social distancing concerns.
  - Good test of having youth in the building during Covid.
  - No need for additional instructors – so no risk to other club members.
  - Marie/Steve obviously very familiar with ice prep, cleaning and running LTC's.
  - Revenue. Better get it now.
- Suggestions to board if any concerns:
  - Board members who have not been curling might want to query Draw Masters to get any input/concerns about how things have been going. I've also cc'd Brandon Smith on this in case he has any concerns or additional recommendations.
- Discussion points:
  - This vote is to provide an exemption from the “Red Phase” rules as outlined in our phased reopening approach.
  - We need for each of these proposals to be treated with the same level of scrutiny. We cannot “fast track” an exemption request because of our personal level of trust in the proposers.
- Motion to allow use of our facility to the US Paralympic Curling Team for one week following the below outline: Roberts/Jarabek; carried unanimously
  - Proposal Details:
    - US Paralympic Team Training Camp Proposal Overview Stephen Emt, skip of the US Paralympic Team, contacted us via our website to inquire about PghCC hosting a training camp for their team members in July. Their aim is to prepare for their fall slate of events.
    - This event would be held Wednesday, July 22nd through Sunday, July 26th, with sessions from 9 AM to 4 PM, Wednesday through Saturday, and a morning session only on Sunday.
    - Group Details
      - Seven or eight adult athletes
      - Three or four coaches
    - Facility Use
      - Regular and infectious disease waivers will be required of all persons entering our facility.

- All persons will wear masks inside our facility and will follow our current Covid policy with the exception that wheelchair-bound individuals may not be able to follow our indicated travel routes.
  - Group will have access to the ice shed, warm room, locker rooms, and rest rooms.
  - Group will not use PghCC equipment such as grippers or brooms.
  - Ice will be scraped each morning and noon by PghCC club volunteers.
  - Full facility cleaning by PghCC volunteers will follow each daily session.
- Revenue
    - \$2000 for ice rental.
    - Sales of logo shop items is possible, but has not been discussed.
  - Adjustments to Draw Schedule
    - Thursday, July 23rd draw start will be moved from 5 PM to 6 PM.
    - Saturday, July 25th draw start will be moved from 2 PM to 5 PM.
    - Start time adjustments will allow cleaning of building and mitigation of contact between outside participants and PghCC members.
  - Benefits to PghCC
    - Hosting this training camp will establish a host relationship between the PghCC and the US Paralympic High Performance Program and the USCA.
    - This will facilitate hosting additional future USCA and US Paralympic events.
    - This event provides an important application point for a \$25,000 grant from the State of Pennsylvania Paralysis Resource Center, a proposal on which Matt Berwick and Carson Turner are currently working.
    - News of this event on social and professional media platforms will increase PghCC's public visibility and community goodwill.
- Pandemic Risk**
- The self-contained nature of the camp will require no concurrent presence of PghCC members in contact with outside curlers during training sessions.
  - The Covid-19 safety, cleaning, and distancing procedures that we have already in place will adequately meet the risks inherent in hosting this training camp.
  - Additionally, separation of time between training camp sessions and PghCC draws will allow for minimal contact between groups and reduced risk of Covid transmission.
  - The US Paralympic Team is not local and their individual travel histories are not known. However, as members of the USCA High Performance Program, the team is versed in USCA Covid-19 protocols to insure their own safety and ours.

- Discussion points:
  - It would be great to confirm where these individuals are coming from. We may end up with state-wide or regional travel restrictions that could cause issues. Probably not a problem unless they're coming from some place like Florida
  - We need to inform the members of adjusted draw times as soon as we can.
  - Advertising this event is great, but we need to ensure that no club members or members of the general public come to spectate.
  - The purpose of this proposal is to allow for our facility to host the team. We will need further detailed discussion about an actual COVID mitigation plan.
  - Kim to contact various press outlets for publicity.

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