

# Pittsburgh Curling Club Board Meeting Minutes

3/10/2020

7:30 PM

PCC (MCCOY RD)

<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, Doug Sterling, Neill Turner
<b>MEMBERS ABSENT</b>	
<b>OBSERVERS</b>	Sean Mizerski, Debbie Spang, Zachary Spang, Bryan Spang, Lora Kyle, Gerri Kyle
<b>CALLED TO ORDER</b>	7:30 PM

## APPROVAL OF PREVIOUS MINUTES

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

## APPROVAL OF CONSENT AGENDA

<b>DISCUSSION</b>	Motion to approve March 2020 Consent Agenda: Robinson/Rohrbacher; carried unanimously	
<b>CONCLUSIONS</b>		
<b>ACTION ITEMS</b>	<b>PERSON RESPONSIBLE</b>	<b>DEADLINE</b>

## MEMBER COMMENTS

<b>DISCUSSION</b>	<ul style="list-style-type: none"><li>Gerry Kyle would love to know how leagues are going, marketing ideas, etc. It was also suggested that we as a board allow for better advertisement of what we need from volunteers. Bryan Spang and company are putting up a bulletin board that would be a great place to share this information!</li></ul>
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<b>CONCLUSIONS</b>		
<b>ACTION ITEMS</b>	<b>PERSON RESPONSIBLE</b>	<b>DEADLINE</b>

## BOARD ANNOUNCEMENTS

## BOARD MEMBERS

<b>DISCUSSION</b>		
<ul style="list-style-type: none"> <li>● GNCC and USCA Newsletters: <ul style="list-style-type: none"> <li>○ We need to get something in the GNCC and USCA newsletter. CurlingNews will also info on our building in the April addition and Alex will share when it is live!!</li> </ul> </li> <li>● Home Opener: <ul style="list-style-type: none"> <li>○ Out of town spiel will be outside teams only. It filled up very quickly! people are excited to see our new facility!</li> <li>○ We will need cooperation between ice crew, events volunteers, kitchen helpers, logo shop, etc to make this a success!</li> </ul> </li> <li>● Rochester Friendly: <ul style="list-style-type: none"> <li>○ Proposed dates are 9/19 or 9/26.</li> <li>○ We will also need to schedule a Bucks and Mayfield friendly.</li> </ul> </li> <li>● Learn to Curls: <ul style="list-style-type: none"> <li>○ We need to sell people on actually curling. Bryan Spang has suggested that we have a continued-learning kind of thing. \$25 for half an hour or an hour as an “improve your skills.” (Mini leagues will be \$120). These ideas can all be explored as a way to help people bridge the gap between trying and joining.</li> </ul> </li> <li>● Grand Opening: <ul style="list-style-type: none"> <li>○ We need to grow a greater awareness for curling in our area and be prepared for a large influx of people.</li> <li>○ Target a Grand Opening for the end of May/beginning of June, after the home opener.</li> </ul> </li> </ul>		
<b>CONCLUSIONS</b>		
<b>ACTION ITEMS</b>	<b>PERSON RESPONSIBLE</b>	<b>DEADLINE</b>


**MEMBERSHIP**

<b>DISCUSSION</b>		
<ul style="list-style-type: none"> <li>● In House Spiel: <ul style="list-style-type: none"> <li>○ Before the Home Opener. SUGGESTED DAY: 4/24-4/26 (Could potentially be in conjunction with the annual meeting).</li> <li>○ NOTE (from 4/10): this (and the annual meeting) will need to be revisited.</li> </ul> </li> <li>● Friday nights: <ul style="list-style-type: none"> <li>○ We need to set expectations for Friday night open ice and communicate them.</li> <li>○ The original schedule that was sent out to members said something like “Open Ice/Pick up/Practice.” If we have specific requests for how that ice time is used, we need to communicate them.</li> <li>○ We should also communicate general expectations for when the ice can be used. It would be ideal to have some sort of “hours of operation” so that people aren’t showing up in the middle of the night to throw rocks by themselves.</li> <li>○ We should enforce a buddy system ALWAYS. We don’t want anyone coming to practice, knocking themselves out, and laying there for hours until the next draw shows up.</li> </ul> </li> <li>● Annual Meeting: <ul style="list-style-type: none"> <li>○ Must happen before the end of April. Could possibly be tied in to the first in house spiel (with 16 team draw). (REVISIT THIS!)</li> </ul> </li> </ul>		
<b>CONCLUSIONS</b>		
<b>ACTION ITEMS</b>	<b>PERSON RESPONSIBLE</b>	<b>DEADLINE</b>

**FINANCIAL**

**DAPHNE ROBERTS**

<b>DISCUSSION</b>	
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## Pittsburgh Curling Club

## Financial Report

As of 3/7/2020

## Current Assets

## Cash/Checking/Savings

Dollar Checking	\$36,214.81
Charles Schwab Account	1,005.57
PayPal	5,034.30
PNC - Money Market	58,104.74
PNC - Primary Checking	25,537.32
PNC - Secondary Checking	56,726.52
Undeposited Stripe Funds	3,001.30
Undeposited Funds -	

Total Cash/Checking/Savings	\$185,624.56
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## Other Current Assets

122001 - Giant Eagle Gift Cards	\$4,465.00
12100 - Prepaid Expense	5,759.87
Dollar Savings Escrow	140,481.95

Total Other Current Assets	146,241.82
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Total Current Assets	\$331,866.38
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## Current Liabilities

## Paid Liabilities

Columbia Gas	\$379.46	2/14/2020	Building Heat
Pair Networks	119.95	2/18/2020	Web Hosting
Telephonix	13,665.32	2/18/2020	Intrusion/Fire Installation
Amanda Marchitelli	653.97	2/18/2020	Logo Shop Inventory
GNCC 700		2/20/2020	Dues
GNCC Insurance	1,445.00	2/20/2020	Member Liability Insurance
Mid-America Rink Services	2,799.99	2/25/2020	In-Ice Logos & Paint
GNCC Legacy Loan	1,347.65	2/26/2020	Second payment
Dollar Bank	6,014.54	2/28/2020	Construction loan interest
Pittsburgh Westside News	100	2/28/2020	Advertising
Telephonix	2,028.19	3/3/2020	Intrusion/Fire Installation
Carson Turner	1,014.20	3/3/2020	Logo Shop Inventory
Duquesne Light	2,202.52	3/6/2020	Building Electricity

Total Paid Liabilities	32,470.79
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## Scheduled Liabilities

Telephonix	69.95	3/11/2020	Intrusion/Fire Monitoring
Brian Stuart	1,056.90	3/12/2020	Ice Supplies Reimbursement
West View Water	36.68	3/13/2020	Building Water
Columbia Gas	534.4	3/19/2020	Building Heat

Total Scheduled Liabilities	1,697.93
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Total Current Liabilities	\$34,168.72
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## Long-term Liabilities

Dollar Bank Construction Loan	\$1,298,493.20
GNCC Legacy Trust Loan	72,676.50

Total Long-term Liabilities	\$1,371,169.70
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- Cash handling:
  - Daphne to develop a plan with Amanda.
  - Logo proposal: asking for an additional \$1500 for inaugural shirt, outdoor magnets, drawstring bags, and some demo pieces from squadlocker.
  - Motion to approve up to \$1500 for additional logo shop purchases; Drombosky/Jarabek: carried unanimously
  - Designate Amanda, Marie, Erin, and Debbie to make deposits. Daphne to make a detailed proposal for logo shop volunteers.
  
- Budget:
  - We currently have no formal budget. We can use the cash flow spreadsheet as an outline. If an item isn't net neutral or on the cash flow, then we'll vote on it. Otherwise, those expenses can just be included in monthly information.
  
- Building Expenses:
  - Every expense so far has tracked under our projected budget.
  
- Floor Scrubbers:
  - Motion to approve reimbursement for sunbelt floor scrubbers for the warm room \$1624; Drombosky/O'Dell: carried unanimously

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

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

**EMAIL VOTES ALL**

<b>DISCUSSION</b>	

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