

# Pittsburgh Curling Club Board Meeting Minutes

12/13/2022

7:00

491 McCoy Road

<b>MEMBERS PRESENT</b>	Dustin Devine, Gerry Kyle, Debbie Spang, Sean Mizerski, Steve Buffington, Erin McManus, Leonard Jarabeck, Ryan Fissella, Constantin Koehler, Sarah Fissella, Allison Devine, Daphne Roberts, Joe Walton, Burt Cubbison, Travis Eiler
<b>MEMBERS ABSENT</b>	ANY ABESNTEES
<b>OBSERVERS</b>	Alex Visnich, Amy Glanzer, Marie Rose, Rich Palagallo, Mike McCarthy, Ryan Waskiewicz
<b>CALLED TO ORDER</b>	7:04 PM

## APPROVAL OF PREVIOUS MINUTES

<b>DISCUSSION</b>		
<b>CONCLUSIONS</b>		
Approval of Previous Month's Minutes: Koehler/Walton; carried unanimously		
<b>ACTION ITEMS</b>	<b>PERSON RESPONSIBLE</b>	<b>DEADLINE</b>

## MEMBER COMMENTS

<b>DISCUSSION</b>
<p>From Marie:</p> <p>BOD -          I'm requesting a financial report on the 20th anniversary bonspiel (ie how much did various departments make/spend and the final overall revenue from the event). In addition, this information should be sent to the entire membership. We beg and plead for club members to participate, volunteer, etc and at least 25 did so, but they have no information on the outcome of the event. Currently when I send invites/thank yous to Learn to Curl volunteers, I include what the event earned so there's an awareness of the value of their time.          I do appreciate the detailed financial report available to everyone in the posted minutes.</p> <p>Respectfully, Marie</p>

- Joe discusses that he has been working to track this information
  - Will need to request some data from secretary to ensure numbers are aligned with the specific event

From Doug:

I have an interest in practice time out side of regular curling times. I feel if the was times out side of the league nights to just practice with and experienced member and come and learn what to do to get better. During league play isn't the time to learn and practice to get better to go to spiels and compete. Theres a few new members that share the same intrest.

Doug

- Discussion:
  - Questions about clarifying when they would be interested in having this practice time
    - Daytime vs evening/weekend
  - Discussion regarding starting the Tuesday night clinic again
    - Would not count towards members draw sign-ups
  - Concern expressed regarding how practice time would be regulated
    - Ice prep, building access, calendar conflicts, fair access to all members
    - Would all club members need to be notified each time someone was coming into the building to practice?
      - Could conflict with the original members planned practice if too many members showed up
      - Could become an "insiders" club with some members feeling left out who do not have keys/ability to prep ice
    - Would need to be able to track who was in the building
  - Discussion regarding whether practice time would be a "member benefit" or whether this would be monetized
    - Suggestion that practice time could be held prior to each draw as a member benefit, any practice time outside of this would be required to be monetized
      - Discussion that this may not be possible depending on drawmasters/ice techs schedule
  - Suggestion that we could open up Tuesday clinic when available
  - Any interested parties in creating a structure for open practice times can come up with a plan and present that to the board for consideration

**CONCLUSIONS**

ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE
Compile financial data from 20 <sup>th</sup> anniversary spiel, send to Marie	Joe Walton	
Set up Tuesday night clinic	Steve Buffington	

## BOARD ANNOUNCEMENTS

## BOARD MEMBERS

DISCUSSION	<ul style="list-style-type: none"> <li>• Trane:               <ul style="list-style-type: none"> <li>○ Fixed circuit 2 on chiller, took 3 trips from technician</li> <li>○ Circuit 1 went out the next day, they are coming tomorrow to hopefully resolve this</li> <li>○ Re-opened maintenance contract from last year</li> </ul> </li> <li>• Comcast:               <ul style="list-style-type: none"> <li>○ Now beyond 2 year contract, currently on month-to-month contract                   <ul style="list-style-type: none"> <li>▪ If we make no changes service will go up around \$150 month</li> <li>▪ Would only go up minimally, with upgraded service, if we signed a new 2 year contract</li> <li>▪ Upload speeds appear to be the issue with our service</li> </ul> </li> </ul> </li> <li>• Code of Conduct:               <ul style="list-style-type: none"> <li>○ Revised version sent to all board members, review and prepare for a vote at the January meeting</li> <li>○ Member expressed interest in having this reviewed by an attorney                   <ul style="list-style-type: none"> <li>▪ Have this done prior to next meeting</li> </ul> </li> </ul> </li> </ul>		
CONCLUSIONS			
ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE	

## MEMBERSHIP

DISCUSSION	
<ul style="list-style-type: none"> <li>• USAC:           <ul style="list-style-type: none"> <li>○ Rosters/dues would need to be submitted by the end of January to remain a club in good standing</li> <li>○ Discussion regarding whether remaining in USAC is in the best interest of the club               <ul style="list-style-type: none"> <li>▪ Survey sent to membership regarding this topic</li> <li>▪ 43 Responses: 24 voted to leave USAC, 19 voted to remain</li> </ul> </li> </ul> </li> </ul>	

- We still owe \$530 each of the next two years in back dues to USAC
- Leaving USAC would not affect our insurance as we have coverage through GNCC
- Main benefit that members would lose is the chance to play in USAC sanctioned events (playdowns/ 5Under's/ etc)
  - Members could sign up to USAC as an individual, but it is unclear what that would make them eligible for at this time
  - Some members expressed that this is an important benefit for them
- Unclear whether we would be required to pay back dues if we decide not to join for several years
- Suggestion to submit roster/pay dues to USAC for the 2022-23 curling season, and revisit this discussion in the summer once more information is available on how the USAC handles this year's transition.

## CONCLUSIONS

Motion to remain USAC at-large club with the intent to revisit this decision prior to the next curling season; Mizerski/Fissella: motion passes

Roll Call:

Jarabeck-No  
 Buffington-Yes  
 Walton-Yes  
 Cubbison-Yes  
 Koehler-Yes  
 Fissella-Yes  
 Mizerski-Yes  
 Eiler-Yes  
 Spang-Yes  
 McManus-Yes  
 Kyle-Yes

ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE

## OUTREACH

### DISCUSSION

- Desire to expand corporate LTC events
  - Have been doing very well so far this year on corporate events compared to projection
  - Discussion that we could do even better if we target companies/advertise
- College LTC series
  - Desire to host a 3 night LTC series for current college students
  - \$60 per person

- March 19, March 26, April 2
- Newsletter
  - Lora Kyle willing to put this together

**CONCLUSIONS**

Motion to host college LTC series at \$60/person: Cubbison/Walton; motion carries unanimously

ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE

**FINANCIAL**

**DISCUSSION**

**Pittsburgh Curling Club Financial Reports**

As of 11/30/2022		Months of Solvency
		2.75
<b>Current Assets</b>		
<b>End of Month Balance</b>		
	Dollar Checking	10,294.31
	Dollar Savings	5,387.42
	Charles Schwab	1,007.04
	PayPal	0.00
	PNC - Money Market	10,011.40
	PNC - Primary Checking	16,786.55
	PNC - Secondary Checking	4,622.98
	<b>Total Cash/Checking/Savings</b>	<b>48,109.70</b>
<b>Other Current/Restricted Assets</b>		
	122001 · Giant Eagle Gift Cards	-
	12100 · Prepaid Expense	11,674.70
	<b>Other Current/Restricted Assets</b>	<b>11,674.70</b>
<b>Total Current Assets</b>		<b>59,784.40</b>

<b>Movement Between Accounts</b>				
	Transfer from PNC - Secondary Checking to:			
		PNC - Primary Checking	15,800.00	
	Transfer from PNC - Money Market to:			
		PNC - Primary Checking	30,000.00	
	Transfer from PNC - Primary Checking to:			
		Dollar Checking	20,000.00	

### **Current Income**

#### **Income Deposited**

Friday Night League	72.00
Snacks	601.00
Donation	59.00
Donation - TVs	300.00
Sponsorship	400.00
Bonspiel Chinese Auction	417.00
Bonspiel 50/50	36.00
Drop-in Curling	50.00
Bonspiel Food	120.00
Bonspiel Spares	150.00
Logo Shop	251.00
Group LTC	2,300.00
PNC - Money Market Interest	0.20
Dollar - Savings Interest	3.31
Charles Schwab - Interest	0.34
Amazon Smile	59.32
Stripe - Credit Card	15,962.02
Member Dues	100.00
League Fees	776.67
Stripe Fees	(344.05)
LTC	2,300.00

Bonspiel	3,320.00				
Group LTC	7,875.00				
Donation	210.00				
Uncategorized	1,724.40				
Square - Credit Card	1,444.24				
Retail Shop	516.00				
Sales Tax Collected	8.19				
Square Fees	(24.41)				
Friday Night League	165.00				
Drop-in Curling	146.00				
Uncategorized	633.46				
<b>Total Income Deposited</b>	<b>22,225.43</b>				
<b>Current Liabilities</b>					
<b>Paid Liabilities</b>		<b>PAID</b>	<b>NOTES</b>	<b>EXPENSE TYPE</b>	
GNCC Legacy Interest	103.49	11/7/2022	PAID	Interest	
GNCC Legacy Loan	1,244.16	11/7/2022	PAID	Loan	
Comcast	196.29	11/8/2022	AUTO	Utilities	
Iron City Express	116.88	11/8/2022	AUTO	Utilities	
Duquesne Light	4,155.68	11/8/2022	PAID	Utilities	
Columbia Gas	222.89	11/9/2022	AUTO	Utilities	
Intuit Qbooks	26.75	11/14/2022	AUTO	Office Expense	
West View Water	36.68	11/15/2022	AUTO	Utilities	
Dollar Bank Loan	2,994.03	11/17/2022	PAID	Loan	
Dollar Bank Interest	6,711.66	11/17/2022	PAID	Interest	
Marie Rose	1101.61	11/23/2022	PAID	Bonspiel Food	
Marie Rose	41.71	11/23/2022	PAID	Office Supplies	
Debbie Spang	110.50	11/23/2022	PAID	Bonspiel Food	
Allison Devine	2145.77	11/23/2022	PAID	Logo Shop	
Steve Buffington	444.40	11/23/2022	PAID	Bonspiel Bar	
Steve Buffington	720.15	11/23/2022	PAID	Camera's	
CashStar	9,500.00	11/23/2022	PAID	GE Gift Cards	
Printscape	51.36	11/23/2022	PAID	Doughboys	
Philly Insurance Company	1,340.00	11/23/2022	PAID	Insurance	

STO-ROX School District	8,836.65	11/23/2022	PAID	Taxes
STO-ROX School District	3.50	11/23/2022	PAID	Bank Fee
<b>Total Paid/Current Liabilities</b>	<b>40,104.16</b>			
<b>Long-term Liabilities</b>	<b>PRINCIPAL</b>	<b>CHANGE</b>		
GNCC Legacy Trust Loan	40,151.13	-1,244.16		
Dollar Bank Construction Loan	1,196,110.81	-2,994.03	6.5% Now	
Rose-Buffington Loan	107,750.00	250.00		
Hutchinson Loan	22,913.91			
<b>Total Long-term Liabilities</b>	<b>\$1,366,926</b>			
<b>Current Liabilities for Next Month</b>				
<b>Planned Liabilities</b>		<b>SCHEDULED</b>	<b>NOTES</b>	
GNCC Legacy Interest	100.38	12/1/2022	PAID	
GNCC Legacy Loan	1,247.27	12/1/2022	PAID	
Duquesne Light	4,398.00	12/7/2022	PAID	
Comcast	196.29	12/5/2022	AUTO	
Columbia Gas	464.63	11/9/2022	AUTO	
West View Water	36.68	12/11/2022	AUTO	
Intuit Qbooks	26.75	12/14/2022	AUTO	
Iron City Express	116.88	12/14/2022	AUTO	
Dollar Bank Loan	2,994.03	12/15/2022		
Dollar Bank Interest	6,711.66	12/15/2022		
GNCC Dues	1,680.00	12/23/2022		
WM T Hutchinson Loan	2,421.33	12/23/2022		
WM T Hutchinson Interest	286.42	12/23/2022		
PAMS	20.45	12/23/2022	AUTO	
PAMS fee	0.40	12/23/2022	AUTO	
Baker's Gifts of Glass & Wear	645.60			logo shop
Printscape	51.36			Prime 1
Trane U.S. Inc.	4,187.65			Chiller Maintenance



Daphne Roberts	455.75		Bonspiel Food/Bar
Leonard Jarabeck	319.99		Bonspiel Food/Bar
Brian Stuart	477.39		Bonspiel Bar
<b>Total Planned/Current Liabilities</b>	<b>26,838.91</b>		

<b>Pittsburgh Curling Club Financial Reports</b>			
<b>For the period 11/01/2022 - 11/30/2022</b>			
<b>Income</b>			
	Direct Public Grants		
		Non-profit Organization Grants	0
	<b>Total Direct Public Grants</b>		<b>0</b>
	Direct Public Support		
		Corporate Contributions	0
		Individual Contributions	359
		Member Contributions	0
	<b>Total Direct Public Support</b>		<b>359</b>
	Other Types of Income		
		Interest Income	4
		Food Sales	0
		Refreshment Sales	788
	<b>Total Other Types of Income</b>		<b>792</b>
	<b>Total Member Dues</b>		<b>400</b>
	<b>Program Income</b>		
	Gift Certificates Sold		0
	Sponsorships		400
	Member League Fees		1,014
	Drop-in Curling		196
	Instruction		
		Learn to Curl	2,300

		Group Curling Events	10,175
	Total Instruction		12,475
	Competitions		
		Bonspiel Entry Fees	3,050
		Other Income	453
	Total Competitions		3,503
	Retail Shop Sales		
		Sales Tax Collected	8
		Goods Sold	516
		Giant Eagle Cards Sold	10,000
	Total Retail Shop Sales		10,524
	<b>Total Program Income</b>		<b>28,112</b>
<b>Total Income</b>			<b>29,662</b>
<b>Expense</b>			
	Business Admin Expenses		
		Insurance	404
		Office Expenses	27
	<b>Total Business Admin Expenses</b>		<b>430</b>
	Building and Equipment		
		Equipment	720
		Insurance	0
		Interest	7,065
		Repairs & Maintenance	0
		Taxes & Fees	8,837
		Utilities	4,728
	<b>Total Building and Equipment</b>		<b>21,350</b>
	<b>Operations</b>		
	Event Expenses		
		Bar & Bar Supplies	444
		Food & Food Supplies	1,212
		Gifts & Prizes	0

	Entertainment	0
	Total Event Expenses	1,657
	Advertising	
	Bank Fees	4
	Charge Processing	
	PayPal Fees	0
	Square Fees	24
	Stripe Fees	344
	Total Banking & Processing	372
	Curling & Ice Costs	
	Equipment	0
	Instruction Costs	0
	Membership Costs	
	Association Dues	23
	Insurance - Member	0
	Total Membership Costs	23
	Supplies	42
	Total Curling & Ice Costs	65
	Retail Shop Expenses	
	Inventory COGS	2,146
	Giant Eagle Cards	0
	Total Retail Shop Expenses	2,146
	Website & Internet Expenses	0
	<b>Total Operations</b>	<b>4,239</b>
<b>Total Expense</b>		<b>26,020</b>
<b>Debt Service</b>		
	WT Hutchinson PSP	0
	GNCC Legacy Trust Loan	1,244
	Dollar Bank Construction Loan	2,994
<b>Total Debt Service</b>		<b>4,238</b>
<b>Net Income</b>		<b>(596)</b>

- Reimbursements:

- Daphne Roberts \$455.75
- Leonard Jarabeck \$319.99
- Brian Stewart \$477.39

**CONCLUSIONS**

Motion to reimburse beverage and food purchases from bonspiel (receipts provided).  
Buffington/Walton; motion carries unanimously

ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE

**EVENTS**

**DISCUSSION**

- Have been offered \$5000 from USAC to host At-Large playdowns
  - Would most likely be a 4 day event, men’s and women’s
  - Would need significant number of volunteers (timing, officials, general help)
    - Have struggled to get volunteers for our own events, especially during the weekdays
- Party Spiel:
  - Currently 8 teams registered
  - Discussion that we will not apply for liquor license for this event
  - Looking to get more teams signed up
  - Exploring options for donations for food
- Women’s GNCC:
  - Currently 4 teams registered
- Sr Women’s GNCC:
  - Currently 5 teams registered
  - GNCC provides trophies for the winners, club will be responsible for providing runner up prizes
- Wheelchair Spiel:
  - Need finalized information so that we can open registration
- Tropicurl:
  - Will open up registration on 1/8/23
- Fundraiser possibilities:
  - Game Night
    - Hosted at the club, in the warm room
    - Ideally populated by friends/family of PCC members
  - Golf outing
    - Ideally populated by friends/family of PCC members
- Friendlies:
  - Suggestion to explore having the Rochester Friendly
  - Suggestion to explore hosting another friendly this season for local arena clubs

**CONCLUSIONS**

ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE
Reach out to Ryan F and Matt B regarding wheelchair spiel	Steve Buffington	

<b>MEETING ADJOURNED</b>	Motion to adjourn: Cubbison/Walton; carried unanimously
<b>NEXT BOARD MEETING</b>	January 10, 2023 at PCC

**EMAIL VOTES**

**ALL**

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