

Pittsburgh Curling Club Board Meeting Minutes

2/21/2023

7:00

491 McCoy Road

MEMBERS PRESENT	Dustin Devine, Steve Buffington, Leonard Jarabeck , Constantin Koehler , Ryan Fissella , Burt Cubbison , Joe Walton , Allison Devine, Sarah Fissella , Erin McManus
MEMBERS ABSENT	Travis Eiler, Sean Mizerski , Daphne Roberts, Gerry Kyle , Debbie Spang
OBSERVERS	ANY NON-BOARD MEMBER ATTENDEES
CALLED TO ORDER	7:00 PM

APPROVAL OF PREVIOUS MINUTES

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

MEMBER COMMENTS

DISCUSSION
<ul style="list-style-type: none">● From Allie Devine:<ul style="list-style-type: none">○ I would like to suggest that on our webpage and social media, where applicable, we add language that we are a volunteer run organization. During the last LTC, I was questioned why we don't have a phone number and why it took so long for a response about questions they asked. I then explained that we are a volunteer based nonprofit/charitable organization, and that it may take additional time to respond to requests as we are doing this in our spare time. They understood my reasoning. I then went to our webpage and realized that, at least, on the home page it does not state we are a volunteer organization, and I believe this would be a good addition.

- Burt has already updated the website with this information where applicable

- From Don Cober:
 - I'm interested in being a drawmaster for a doubles league (potentially Sundays at 1:30 PM)

What would be the steps to kick this off? (Do we start it in the middle of the season? Do I need anything other than CPR training?, etc)

I put together a little survey, maybe we could broadcast that to the members?

<https://forms.gle/ApANxvCbpFc7xoS4A>

 - Discussion:
 - Not feasible to implement this during the Winter session as there are only around 4 weeks remaining, will look to implement this in the Spring if interest is there

CONCLUSIONS		
ACTION ITEMS		
PERSON RESPONSIBLE	DEADLINE	

BOARD ANNOUNCEMENTS

BOARD MEMBERS

DISCUSSION	
<ul style="list-style-type: none"> • Rock Sales: <ul style="list-style-type: none"> ○ Nittany Valley is interested in acquiring one set of rocks from us 	

- We believe that sheet E rocks are worth \$4800 straight from Canada Curling Stone (refurbished)
 - Will offer sheet E rocks to Nittany Valley with handles for \$4000
 - C rocks are newest and best
 - Rail City also potentially interested in acquiring rocks
- Refunds for LTC
 - Should we create a policy for refunds for LTC's due to losing out on transaction fee's
 - Currently giving gift cards as refunds
- Concerns regarding LTC participants bringing spectators, and those spectators bringing food/drink, leaving a mess, etc.
 - Will look to create structure in the future as to rules/expectations for spectators

CONCLUSIONS	
--------------------	--

ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE
Create LTC policy	Walton	

MEMBERSHIP

DISCUSSION	
-------------------	--

- Code of Conduct:
 - Discussion regarding who in the club should be notified in the event of a potential breach of the code of conduct
 - Discussion that it would be best to have multiple members notified
 - Will create a PCC email to be monitored by the president and vice-president

- Committee's:
 - Discussion regarding potential committee's that should be formed
 - Discussion that a plan for potential committee's was developed prior to the new building opening
 - Events
 - Finance
 - Facilities
 - Membership

- Spring session:
 - two month curling session
 - typically a large drop off in curlers for this session
 - Have reached out to drawmasters to see if they plan on continuing to fulfill those duties for the spring session
 - Last year offered unlimited curling for \$150 for current members and \$250 for new members as the only pricepoint

CONCLUSIONS

Motion to accept the Code of Conduct with the edit that reporting goes to the president and vice-president of the curling club: Fissella/Buffington; motion carried unanimously
 Motion to create Spring membership option for unlimited curling. \$200 for current members and \$300 for new members: Fissella/Koehler; motion carried unanimously

ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE
Send committee plan to board	Burt Cubbison	

OUTREACH

DISCUSSION

- Gallery Crawl went well
 - May look to participate again in early fall if possible around the league calendar starting up again next year

CONCLUSIONS		
ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE

FINANCIAL

DISCUSSION	

income2023-01.pdf

Pittsburgh Curling Club Financial Reports
For the period 01/01/2023 - 01/31/2023

Income		Expense	
Direct Public Grants		Business Admin Expenses	
Non-profit Organization Grants	0	Insurance	515
Total Direct Public Grants	0	Office Expenses	27
Direct Public Support		Total Business Admin Expenses	542
Corporate Contributions	0	Building and Equipment	
Individual Contributions	250	Equipment	0
Member Contributions	0	Insurance	0
Total Direct Public Support	250	Interest	6,927
Other Types of Income		Repairs & Maintenance	0
Interest Income	6	Taxes & Fees	8,837
Miscellaneous Income	1,541	Utilities	5,154
Refreshment Sales	2,420	Total Building and Equipment	20,918
Total Other Types of Income	3,967	Operations	
Total Member Dues	650	Event Expenses	
Program Income		Bar & Bar Supplies	1,642
Gift Certificates Sold	250	Food & Food Supplies	1,267
Sponsorships	0	Gifts & Prizes	0
Member League Fees	2,350	Entertainment	0
Drop-in Curling	300	Total Event Expenses	2,910
Instruction		Advertising	
Learn to Curl	3,850	Bank Fees	8
Group Curling Events	4,600	Charge Processing	
Total Instruction	8,450	PayPal Fees	0
Competitions		Square Fees	134
Bronze/Entry Fees	19,600	Stage Fees	1,505
Other Income	0	Total Banking & Processing	1,647
Total Competitions	19,600	Curling & Ice Costs	
Retail Shop Sales		Equipment	0
Sales Tax Collected	0	Instruction Costs	0
Goods Sold	897	Membership Costs	
Gift Eagle Cards Sold	0	Association Dues	474
Total Retail Shop Sales	897	Insurance - Member	55
Total Program Income	31,647	Total Membership Costs	529
Total Income	36,594	Supplies	0
		Total Curling & Ice Costs	529
		Retail Shop Expenses	
		Inventory COGS	374
		Gift Eagle Cards	0
		Total Retail Shop Expenses	374
		Website & Internet Expenses	0
		Total Operations	5,459
		Total Expense	26,919
		Debt Service	
		WT Hutchinson PSP	0
		GNCC Legacy Trust Loan	0
		Dollar Bank Construction Loan	3,026
		Total Debt Service	3,026
		Net Income	6,596

- Reimbursements:
 - Sarah and Ryan Fissella for Party Spiel expenses, they have provided receipts.
 - Expenses from Gallery Crawl advertising booth, receipts provided to board.

CONCLUSIONS	Motion to approve reimbursement to Fissella's in the amount of \$1398.66: Walton/Buffington; motion carried unanimously Motion to approve \$79 in reimbursement to Erin McManus for Gallery Crawl expenses: Walton/Fissella; McManus abstains, motion carried	
ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE

EVENTS

DISCUSSION	
<ul style="list-style-type: none"> ● Party Spiel: <ul style="list-style-type: none"> ○ Financial report: 	

	INCOME	OUTGOING	DONATION	
Registration	\$6400.00	\$0.00		\$6400.00
Bar	\$2306.65	-\$239.45		\$2067.20
Food	\$205.00	-\$873.29		-\$668.29
Prizes	\$0.00	-\$240.00		-\$240.00
50-50 raffle	\$320.00	-\$160.00		\$160.00
Basket raffle	\$390.00	\$0.00		\$390.00
Basket of Cheer	\$360.00	\$0.00		\$360.00
Pierogi race	\$335.00	-\$400.00		-\$65.00
Pierogi race Bets	\$186.00	-\$90.00		\$96.00
Party Prize/ Game	\$0.00	-\$45.92		-\$45.92
Donations	\$22.00	\$0.00		\$22.00
Donation in kind			\$2118.64	
Total	\$10524.65	-\$2048.66		\$8475.99

- GNCC Women's championships:
 - Each event is at 10 teams, 10 team brackets are not ideal but arguably better than pool play which would lead to either back to back games and/or open sheets.
 - No draws scheduled in the evenings Friday or Saturday
 - Discussion on how to track finances for each spiel
 - This was able to be done relatively easily for the Party Spiel as the planning was centralized with a few people
 - Possible to do this for any spiel, but would require someone compiling data from each source
- Wheelchair Spiel
 - USA curling announced a wheelchair national selection camp scheduled for days prior to our planned spiel date
 - Discussion regarding choosing a new date for our spiel
 - Matt Berwick reached out to outreach coordinator for USA wheelchair program, they indicated a slight majority for a June date
 - Discussion that a May date makes the most sense for our club
 - Will be scheduled for May 19-21
 - Questions about whether on ice assistants from local colleges will be available during that date
- Tropicurl
 - currently have 5 teams on the waiting list

- Discussion regarding creating “evergreen” pin to be used each year moving forward
 - Would have enough lead time to create this if we finalized a design in the next month or so
- Discussion regarding creating t-shirt
- Friendly with local arena clubs
 - Will look to host this again this year
 - Potential for first saturday in May

CONCLUSIONS

ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE
Reach out to colleges regarding on ice assistants for the wheelchair spiel	Ryan Fissella	
Explore potential costs for “evergreen” pin for Tropicurl	Steve Buffington	

MEETING ADJOURNED	Motion to adjourn: Koehler/Fissella; carried unanimously
NEXT BOARD MEETING	March 14, 2023 at PCC

EMAIL VOTES

ALL

DISCUSSION		
CONCLUSIONS		
ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE

