



QUALICUM & DISTRICT CURLING CLUB
BOARD OF DIRECTORS MEETING
Minutes of June 28, 2018

Present:

Robert Jensen
Peggy Burfield

Fred Coppock
Hugh McKay

Verne McShane
Dave Rogers

Mike West
Steve White

Guest: Bev Shaw, QDCC Club Manager

Absent: Rob Diack, Evelyn Nordin, Darryl Aikman & Sandy Horsland

1. **CALLED TO ORDER:** Chair Robert called the meeting to order at 6:30 p.m.
2. **APPROVAL OF AGENDA:** No additions or deletions

Motion: Moved/seconded by Mike/Dave that the agenda be approved as presented. **Carried**

3. **MINUTES OF PREVIOUS BOARD MEETING:**

- May 30, 2018 No errors or omissions.

Motion: Moved/seconded by Fred/Hugh that the minutes be approved as circulated. **Carried**

4. **CHAIR'S REPORT:** (Robert Jensen for Rob Diack)

- Don Marshal has requested the use of the club facilities for a Union Meeting.
- Pickleball will stop until after the St. Marks Fair.
- Young Life Qualicum Beach would like to have an introduction to curling on Tuesday November 13th from 1:00 -2:00. This conflicts with the Men's Masters League, recommend time of 12:00 – 1:00.
- Programs requires a Director.
- Verne will continue to work with Facilities and will be the PCMCA representative for the club and will liaise with Parksville Curling Club on the Masters Bonspiel.
- Need to start looking for new concession person.

ACTION ITEM: Rob to initiate the hiring of new concession person.

ACTION ITEM: Rob to provide an update on the progress of the prize committee.

5. **FINANCE REPORT:** (Peggy Burfield) *reports circulated*

Motion: Moved/seconded by Peggy /Dave that the financial statements be approved as circulated. **Carried**

- Peggy transferred \$25,000 from the Bar Account to the Club Account as done last year.
- QDCC Board Meeting Draft Minutes June 28, 2018

- The two GICs have been reinvested at an interest rate of 1.4% for one year.
- Paper work needs to be signed to update Bank Account signing officers.

Motion: Moved/seconded by Hugh/Mike that the club purchase an updated version of the accounting program, to a maximum of \$500.00, as recommended by Stu Shaw after all options of cost are presented and discussed by the Finance Committee. **Carried**

6. **DIRECTORS REPORTS:**

BAR: (Dave Rogers) *report circulated*

- Cash Register has been taken to Owen for reprogramming to extract GST and PST from monthly reports.
- Liquor Control Board has been contacted regarding volunteers in the bar. The club can use volunteers as long as they have Serving it Right Certificates.
- Refrigerator and Beer Dispenser have been ordered.
- Bar Manager Job Description has been updated and will be posted soon.
- Dave looking into sound baffles for lounge area.
- Looking at doing a name the Club Lounge contest.
- Golf Tournament is progressing with 31 people signed up. Looking for 48 people. Need to invite new club members to participate.

BONSPIELS (Mike West) *report circulated*

- Bonspiel chairs will be required soon.
- Bonspiel draw book is progressing.

FACILITIES (Verne McShane) *report circulated*

- No update on status of Ice Dividers.
- White plastic borders are peeling off and need to be addressed.

ACTION ITEM: Verne to discuss with Sandy of the status of the Ice Dividers and the White plastic borders.

ACTION ITEM: Verne to look into the security system and why it is not working.

- Electrical upgrade has been confirmed by the town after several meetings and should be done by the end of July.
- Verne continuing discussion with Molson on large clock for far end of rink.

LEAGUES: (Steve White) *report circulated*

- Qualicum Beach Newcomers Club will announce information about the curling club at their meetings this summer as we were denied a visit and presentation ourselves.
- Friday Open, Wednesday Novice and Tuesday Men's need League Reps.
- Novice Clinic to be held September 24, 25 and 27th.

MARKETING, PUBLICITY AND COMMUNICATIONS (Robert Jensen) *report circulated*

- Finance Committee needs to finalize advertising prices for 2018/19 season.
- Benjamin Moore will be sponsoring the Hog Lines and any house buttons if not already taken.
- Potential of five new advertisers for this season
- Will require updated information for the flyer to be handed out at the St. Marks Fair.

MEMBERSHIP: (Fred Coppock) *report circulated*

Motion: Moved/seconded by Fred/Dave that the club hold a membership contest for any member who brings in new curlers. Name will be drawn at the end of October. With a prize of \$50.00 Bar or Pro Shop gift certificate to the member and the new member. **Carried**

PROGRAMS: no report

SOCIAL AND SPECIAL EVENTS (Hugh McKay) *report circulated*

- Social in the lounge at 5:00 p.m. after St. Marks Fair for all volunteers at the fair and who help with the painting.
- Open House to recruit new members to be held on Saturday Sept. 22nd from 1:00 – 4:00 with Demos and information.

ACTION ITEM: Fred to form a committee to work on the Open House.

VOLUNTEERS: no report

ACTION LIST – May 30, 2018 Action List reviewed and updated (attached)

7. OTHER BUSINESS:

Club Manager's Report: (Bev Shaw) – report submitted

- Curling I/O system will be initiated in several phases with set-up, implementation, league reps introduction and club members introduction.

ACTION ITEM: Bev to update Club Inventory to a digital file with the assistance of Facilities and Bar Director for the 2018/19 year.

Curl BC: (Mike West) – report submitted

- Peter Muir is the new Chair of Curl BC.

Bar License Applications:

- Extended hours application will require a sign to notify neighbors about the club request for the bar to open 1 hour earlier each day when required. Cost of the sign could be up to \$300+.

Motion: Moved/seconded by Fred/Hugh that the club move forward with the notification sign for the extended Bar Hours. **Carried**

ACTION ITEM: Dave to get the sign made and follow the BC Liquor Board requirements and complete the 2018/19 Liquor License applications including:

- Liquor License (to be mailed to club in early July with required fee included),
- Application for a Permanent Change to the Liquor License (Change of Board of Directors listed-require 4 active Board of Directors) **\$220.00**,
- Temporary Change To Liquor License (For Banquets and Bonspiels), **\$330.00**

St. Marks Fair:

- Eileen reports that there is lots of stuff however we can use more.
- Tables have been secured for display of items
- Concession and Barbecue have people in place
- Need more volunteers for the day of the event especially for cleaning after the event

8. NEW BUSINESS:

- Club's new Shaw email address is qualicumcurling@shaw.ca

9. NEXT MEETING DATE: July 26, 2018 at 6:30 p.m.

10. ADJOURNMENT

Original Signed By:

Robert Jensen, Board Vice Chair

Original Signed By:

Peggy Burfield, Secretary/Treasurer