



QUALICUM & DISTRICT CURLING CLUB

BOARD OF DIRECTORS MEETING

Minutes of December 2, 2018

Present:

Rob Diack	Peggy Burfield	Dave Rogers	Verne McShane
Evelyn Nordin	Darryl Aikman	Mike West	
	Fred Coppock	Steve White	

Guest: Bev Shaw, QDCC Club Manager

Absent: Robert Jensen, Sandy Horsland & Hugh McKay

1. **CALLED TO ORDER:** Chair Rob called the meeting to order at 3:58 p.m.

2. **APPROVAL OF AGENDA:**

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

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

- October 28, 2018 No errors or omissions.

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

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

- Chair has received good feedback from the membership
- Reminder that we need to support Bob in the concession
- Need to add Junior Program and High School Program to Chair's Report
- Now it the time to start talking to people about standing as Board Members for next season.

5. **CORRESPONDENCE:**

- Card from Joan Fayter thanking the Ladies for putting on an excellent Celebration for her husband in September and a cheque for \$250.00 for the Junior Program and \$250.00 for the Ladies Club.

ACTION ITEM: Peggy to talk to ladies league reps and bonspiel reps regarding the use of the money donated by Joan Fayter.

ACTION ITEM: Peggy to call Joan and thank her on behalf of the QDCC Board.

6. **FINANCE REPORT:** (Evelyn Nordin) Reports circulated.

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

- Bev has requested that we purchase a Mobile Credit Card Reader for the Pro Shop so that customers can use their credit and debit cards to purchase items. This Card Reader can be useful for registration as well.

Motion: Moved/seconded by Fred/Steve that the Club Manager purchase a compatible Mobil Credit Card Reader for up to \$60.00 to allow for customers to use credit and debit cards to make purchases and members to pay registration fees. **Carried**

- Honewell Invoice: An invoice has been received from Honewell for a second visit to the club 10 days after their yearly maintenance visit. A leak was found in the system that they should have found in their maintenance visit.

ACTION ITEM: Evelyn to call and discuss with Honewell.

- Bar Dishwasher Repair: There had been an issue with the glasswasher and several repairs had to be completed after the electrical upgrade the Town of Qualicum Beach completed. Who is responsible for the repairs as the electrical contractor caused the problems?

ACTION ITEM: Dave to send a letter to the Town of Qualicum Beach requesting reimbursement for the Jemco and Collins Electric repairs to the glasswasher after the Town's electrical contractor caused the problem.

7. **DIRECTORS REPORTS:**

BAR: (Dave Rogers) *report circulated*

- Margarita Night was a success with 70 people there.
- Have had to call the police a few times regarding vagrants outside the building.
- Continuing concern about the homeless outside the north side of the building.

ACTION ITEM: Dave to suggest to Bar Manager that she park in the front of the building in the disabled parking zone and go out the front at night in the dark.

ACTION ITEM: Verne to follow up with the Town to request that the Bar Manager be able to park in the disabled parking zone in front of the building at night for safety reasons and for no smoking signs on the outside of the building.

BONSPIELS (Mike West) *report circulated*

- 40 people signed up for the Christmas Fun Spiel
- March 15 – 17th dates for Men's Bonspiel
- No organizer for the Mixed Spiel yet
- Junior Spiel went very well with 6 Novice Teams and 8 Experienced Teams playing. Qualicum came second in both events. Everyone enjoyed the great food that Bob supplied for lunch.

FACILITIES (Verne McShane) *report circulated*

- The kitchen oven has been repaired
- The back deck has been power washed
- Outside doors have been fixed
- Inventory is almost completed
- Heaters will be serviced over the Christmas Break

ACTION ITEM: Darryl to put asphalt shingles on the back stairs.

LEAGUES: (Steve White) *report circulated*

- There have been a few injuries on the ice this year so far.
- Reminder email sent to League reps regarding Spare Policy and payment of fees
- Discussion with Webmaster on draws, leagues and calendar for 2019/20 season.
- Registration: ideas to streamline for the future
- Club Challenge to be held January 13th – 2 men's teams to participate

- Assisted Monday Mixed League rep in securing an 8th team.
- High School Program going well
- New High School League to be put in place on Friday 4:00 – 6:00 for 6 weeks of curling at a cost of \$50.00.

ACTION ITEM: Verne, Steve and Fred to talk to Wednesday evening members to see if anyone would like to join the Friday League.

ACTION ITEM: Fred and Bev to create a new ad to encourage curlers to join a Winter Session of the qualifying leagues and put it on Facebook, Website, Poster and newspaper.

Motion: Moved/seconded by Mike/Dave that the club put an ad in the newspaper of up to \$200 for Winter session leagues. **Carried**

ACTION ITEM: Fred and Bev to create a survey for mixed leagues for feedback on how to increase numbers of curlers for Friday and Wednesday evenings.

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

- 80 students in Kwalicum High School Program
- 15 curlers in Skills Program
- 15 volunteers training in Curl BC program
- Strategic Plan to include replacement costs of Club Capital items.

ACTION ITEM: All Board members to review the updated Strategic Plan and provide comments to Robert.

MEMBERSHIP: (Fred Coppock) *report circulated*

- Membership drive for winter session of leagues
- Consider contacting former members with Thinking of You type cards

ACTION ITEM: Fred and Bev to contact all former members.

ACTION ITEM: Bev to update Policy and Procedures manual to ensure that all Criminal Record Checks include the Vulnerable Sector Check.

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

- Poker program has been purchased
- Grey Cup party had 20+ people at it
- New Year's Party being worked on

8. **ACTION LIST** – October 28, 2018 action list reviewed, tasks: closed, amended, or revised as required.

9. **OTHER BUSINESS:**

Club Manager's Report: (Bev Shaw) *report circulated*

- Registration and Curling I/O work continues
- Curl BC Report completed
- Membership Roster completed – thanks to Barb Birt for compiling
- Pro Shop sales have been brisk
- Advertising and Sponsorship invoicing continuing

- Gaming account annual report completed and additional gaming licenses have been applied for and received.
- Island Living Books on sale now
- Cash Machine is not being used and may be removed
- Practice Ice time has been busy – new times Monday and Wednesday 12:00 – 3:00 other times to be determined when sheets are free.
- Photocopies is still working. Possibly change from getting a colour photocopier to getting a colour printer for the office and a black and white photocopier.
- Junior Equipment is still being used by members. Encourage members to purchase equipment if continuing to use a donation is suggested.

ACTION ITEM: Darryl to install the donation box for Junior Equipment rental.

ACTION ITEM: Add Policy and Procedures Manual Update to the monthly Board Meeting Agenda.

Curl BC: (Mike West) *report circulated*

- BC Club Challenge has changed now Island South or Island North. Qualicum teams can choice either to go to and the Club will support 1 men’s and 1 ladies team.
- Senior Regionals in January looking for volunteers to help
- Dec. 15th exhibition games for teams playing in Senior Regionals at 10:00 am and 2:00 pm.

10. NEW BUSINESS:

- Awards Committee: Peggy will chair the committee and purchase awards for all recipients.
- League Winners: winners will be presented their trophies on the last day of league play and Club Champions and Club Awards will be presented on March 22nd at a Wine and Cheese party in the lounge.
- AGM: date to be changed to Thursday April 4th at 7:00 p.m.
- Curl Canada I/O: Discussion on payment to Bev for the setup of the Curl Canada I/O Registration system for QDCC.

Motion: Moved/seconded by Fred/Steve that the club give \$1,000 to Bev for the setup of the Curl Canada I/O Registration System for QDCC which was above and beyond her Club Managers roles and responsibilities **Carried**

- PCMCA Provincial Championship 2021: Qualicum and Parksville could cohost the 53 Team event the 3rd week of March 2021.

Motion: Moved/seconded by Verne/Dave that the club cohost the PCMCA Provincial Championship in March 2021. **Carried**

ACTION ITEM: Verne to propose to Parksville cohost the 53 Team event the 3rd week of March 2021.

11. NEXT MEETING DATE: Sunday January 13, 2019 at 4:00 p.m.

12. ADJOURNMENT: Meeting adjourned by Mike/Dave

Original Signed By:
Rob Diack, Chair

Original Signed By:
Peggy Burfield, Secretary/Treasurer