



**QUALICUM & DISTRICT CURLING CLUB
BOARD OF DIRECTORS MEETING
Minutes of April 23, 2019**

Present:

Robert Jensen	Fred Coppock	Sandy Horsland	Phil Rodriguez
Evelyn Nordin	Rob Diack	Hugh McKay	Mike West
Peggy Burfield		Verne McShane	Joanne Wilson

Guest: Bev Shaw, QDCC Club Manager

Absent: Neil Bidewell

- 1. CALLED TO ORDER:** Chair Robert called the meeting to order at 6:00 p.m.
- 2. APPROVAL OF AGENDA:** No additions or deletions

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

3. MINUTES OF PREVIOUS BOARD MEETING:

- March 26, 2019 No errors or omissions.

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

- 4. ACTION LIST** – March 26, 2019 action list reviewed all tasks: closed, amended, or revised as required.
- 5. PROPOSED BOARD OF DIRECTORS RESPONSIBILITIES:** (Robert Jensen)

<ul style="list-style-type: none"> • Chair – Robert Jensen • Vice Chair – Mike West • Past Chair – Rob Diack • Senior Advisor – Sandy Horsland • Secretary – Peggy Burfield • Treasurer – Evelyn Nordin • Facilities – Verne McShane 	<ul style="list-style-type: none"> • Bar & Food – Neil Bidewell • Bonspiels – Mike West • Leagues – Joanne Wilson • Marketing & Communications – Robert Jensen • Membership & Programs – Fred Coppock • Publicity & Prizes – Phil Rodriguez • Volunteers & Special Projects – Rob Diack
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ACTION ITEM: Peggy to file the 2019 BC Society Annual Report with the deletion of retired Board Members and addition of new Board Members.

6. HIGH SCHOOL PROGRAM

Meeting with High School Principle went well and she is committed to continue next year if QDCC is able to supply helmets for all students as this is a mandatory requirement for the school.

Motion: Moved/seconded by Phil/Verne that the club purchase 6 large helmets. **Carried**

ACTION ITEM: Peggy to find out what type of spray Tiger Lily Farm uses for riding helmets.

7. CORRESPONDENCE:

- Email from Parksville Beach Fest – QDCC has been selected to participate as one of the volunteer ambassador groups (attached).

8. RENEWAL OF LEASE WITH THE TOWN OF QUALICUM BEACH

- Lease with the town expires at the end of the year.
- Robert has contacted the Town to start the discussion of the Lease renewal.

9. CURL BC BUSINESS OF CURLING SYMPOSIUM

- Kamloops June 7 – 9th.

Motion: Moved/seconded by Hugh/Phil that the club send Bev and one other board member to the symposium. **Carried**

10. FINANCIAL SIGNING AUTHORITY

- Will stay the same as last year – Evelyn Nordin, Robert Jensen, Rob Diack and Peggy Burfield

11. Bar Manager Job Posting and Food Service Posting

- Bar/Food Committee will work on the Bar Manager Job Posting and Food Services Posting.

12. RENOVATIONS

- With the approval of the Restrict Funds Schedule Facilities can move forward with some of the renovations proposed with the Alarm System being high priority.

ACTION ITEM: Verne and Sandy to contact the Town of Qualicum Beach to meet and discuss the washroom renovations.

13. CONTRACTS AND EMPLOYEE AGREEMENTS

ACTION ITEM: Robert and Rob to review Ice Technician Contract and Club Manager Employee Agreement and work with Eric and Bev on finalizing these for next season.

14. NEW BOARD MEMBERS

ACTION ITEM: New Board members will need keys and complete Criminal Record Check, Directors Release Agreement and have their pictures taken.

15. NEXT MEETING DATE: Wednesday May 29, 2019 at 7:30 p.m.

16. ADJOURNMENT: Meeting was adjourned at 7:06 p.m. by Sandy/Fred

Original signed by:

Robert Jensen, Board Chair

Original Signed by:

Peggy Burfield, Secretary