

Potomac Curling Club Board Meeting Minutes

May 13, 2003

I. Call to Order: 7:40 pm

Board members in attendance: Bob Pelletier, John Bittner, Dominique Banville, Derek Surka, Cindy Eurich, Barry Nichols, Stephen Provasnik, Ann Drummie, Michael Fry, Barry Bass, Patrick McHugh

Others in attendance: Chrystal Wilson, Scott Piroth, Roman Novak, Neil Christenson

II. Secretary's Report

Motion: Accept minutes from April 10, 2003 meeting (1st—John Bittner; 2nd—Dominique Banville)

Vote: Motion approved.

III. Treasurer's Report

1. John Bittner asked the Board to define policies for:

- a. collecting outstanding debt (e.g., dues) from members
- b. collecting outstanding debt from an individual whose multiple checks for dues and equipment had bounced, and who had failed to return phone calls or respond to letters re: payment

Re: (b), board discussed various options (e.g., collection agency, criminal charges, etc.).

Motion: send a certified letter to the individual and undertake appropriate legal action if no reply is heard within 14 days (1st—Stephen Provasnik, 2nd—Derek Surka)

Vote: motion approved (Patrick McHugh abstained)

2. Roman Novak provided copies of an audit dated Sept. 30, 2002.

IV. Election of Officers

1. President

Motion: nominate Derek Surka for office of President (1st—Bob Pelletier, 2nd—Stephen Provasnik)

Vote: election of Derek Surka approved

2. Vice President

Motion: nominate Barry Bass (1st—Patrick McHugh; 2nd—Michael Fry) and Barry Nichols (1st—John Bittner; 2nd—Dominique Banville)

Motion: close nominations (1st—Dominique Banville; 2nd—Stephen Provasnik)

Vote: election of Barry Bass approved

3. Secretary

Motion: nominate Michael Fry for office of Secretary (1st—Barry Bass; 2nd—John Bittner)

Motion: close nominations (1st— Stephen Provasnik; 2nd—Patrick McHugh)

Vote: election of Michael Fry approved (Michael Fry abstained)

4. Treasurer

Motion: nominate John Bittner for office of Treasurer (1st—Barry Nichols; 2nd—Barry Bass)

Motion: close nominations (1st—Barry Nichols; 2nd—Dominique Banville)

Vote: election of John Bittner approved

V. Old Business

1. Permanent Use and Occupancy Permit

John Bittner reported that the club has twice failed to pass inspection by Prince George's County due to malfunctions with equipment at The Gardens Ice House. According to the Ice House, the problem should be corrected in a few days, at which time inspector will return.

2. GNCC Annual Meeting

Neil Christenson reported the following:

- USCA is likely to reduce its board size—if so, the GNCC will lose a seat.
- Potomac C.C. will probably be awarded the 2004 Kayser and the 2006 Dykes bonspiels.
- GNCC plans to revise its bylaws so that its delegates to the USCA will be required to vote as directed by the GNCC.

The Board discussed its event schedule and agreed not to pursue additional GNCC-sanctioned events for next season. Neil agreed to offer Potomac CC for the 2004 men's district playdowns if and only if the GNCC can't find another venue.

VI. New Business

1. Derek's goals

Derek introduced his ideas and goals for the summer and upcoming season, including:

- publishing a club handbook
- setting an agenda for the board
- making the club financially sound by building up a base of funds and membership
- building on ideas from last summer's workshop (e.g., develop a 'portfolio' of events and activities suitable to curlers and potential curlers of a variety of skill levels)
- improve communication within the board and club
- identifying committee chairs/coordinators
- finalizing a calendar and budget for the 2003-2004 season

2. Directors & Officers Liability Policy

The board discussed the purchase of a \$125 crime coverage insurance policy that would protect the club against theft of money by members/volunteers. John Bittner agreed to get more information to determine if the policy covered more than money. If not, the board agreed not to purchase the coverage.

3. Credit Card Payment System

The board discussed the purchase of a credit card payment system that would enable members and visitors to make purchases (e.g., dues, registration fees, equipment, etc.) via credit card. Several concerns, including cost to the club and security/privacy, were raised. John Bittner agreed to investigate further and report to the board.

4. Lockers

The board discussed plans for lockers recently purchased by John Bittner. John proposed making more efficient use of the dressing rooms by adding lockers, hooks and shelving. Several issues were raised, including some (Board and club) members' belief that lockers wouldn't be used or would take up too much space. The board agreed to view a floor plan, solicit member input, and proceed accordingly.

VII. Committee/Team Reports

1. Operations

Per David Sliom's recommendation, the board agreed to solicit bids for maintenance of the ice plant.

2. Public Relations

Bob Pelletier announced that the club would participate at the July 1 Canada Day celebration at the Canadian Embassy.

VIII. Next Meeting: June 3, 2003 7:30pm at the club

IX. Adjournment

Motion: adjourn (1st—Patrick McHugh; 2nd—John Bittner)

Vote: motion approved

Respectfully submitted,

Michael Fry