



**The Board of Directors of  
The Potomac Curling Club of the National Capital Area, Inc.  
MEETING MINUTES: Season 2005-06 Meeting 6  
November 20, 2005**

**Board Members present:**

Dominique Banville  
Barry Bass  
Brian Galebach  
Dave Hamilton  
Mark Hartz  
George Shirk

**Board Members absent:**

Nick Datlowe  
Ann Drummie  
FL Ettlin  
Michael Fry  
Caitlin Shaw

**Others present:**

None

- 1) **Call to order** *Banville*  
2:08pm, Lundin, Gardens Icehouse
  
- 2) **Approve minutes of October 30, 2005 Meeting** *Drummie*  
Motion - Bass  
Second – Shirk  
Vote – Passed.
  
- 3) **Special Issues** *Banville*
  - a) **Chesapeake Curling Club Requests** (Funspiel details, member list)  
We must get member list (reciprocal members) from Chesapeake before next meeting on 12/18. Galebach will email Rich and Kirsten to get the list when convenient.
  
  - b) **Ed Ericson Tributes**  
Dave Hamilton has not had a chance to talk to Doug Andrew about the thoughts from the last meeting re an Ed Ericson Tribute. In an effort to determine a solution soon, Dave Hamilton will address it shortly.
  
- 4) **Financial Report ending October 31, 2005** *Hartz*  
Mark Hartz will distribute by email the financial reports for the last three months shortly. In general, we are in good shape and have made our first mortgage payment.  
Over \$14,000 was contributed through membership forms, including some identified for the scraper. \$14,000 overall was collected for the scraper so the excess (approximately \$5,000) will be put in the general fund.

**5) Committee Reports and Recommendations**

**a) By-law Committee:**

*Bass*

**i) By-Laws (fiscal year, audit commitment, other?)**

No developments.

**ii) Vision Committee**

No developments.

**b) Finance Committee:**

*Hartz*

**i) Debt Restructuring**

Aiming for year-end, locking in for 10 years, and removing guarantors.

**ii) Fundraising Initiatives**

No report.

**iii) Stock Donations**

Recently received donations have been processed (done by telephone) into a Sandy Spring account.

**iv) Insurance Request from Gardens**

It has been addressed and the paperwork will be mailed to Clai Carr.

**v) Check to the Café**

Mark Hartz sent the check but will follow-up on why and where it might not have reached its destination.

**c) Operations Committee:**

*Hamilton, Datlowe*

**i) Bar Update**

No change: still functional but not finished. Maybe some work will be done over the holidays, otherwise over the summer. Trim work, bar rail, foot rest, two stools on order, should be in next month. (Only getting two stools to see if they are reasonable rather than 4 or 6). It's functional, so don't push people to get it done before volunteers have time for it.

**ii) Kitchen Update**

We need to have the posters, preferably before the Turkey Skins if possible. Mark Hartz will get them done.

**iii) Locker Update**

Nick is working on figuring out who has locker keys and who has paid for them. This may be tricky. Mark says some people have put cash in an envelope and put it in the box with no name. We will look into adding locker sign-up info to membership registration form next year.

**iv) Key Inventory**

General: We need to get keys back from people who are no longer on Board or who do not sell equipment.

Front door: Dave Hamilton will ask John if we have any extra keys to the building left. We may need to make a copy if someone (league coordinator, board member) needs a new key to building.

Equipment lockers: We need to re-key the equipment lockers and then start keeping track of who has a key.

Credit Card machine: We should change password on the credit card machine.

**v) Private Function and Member-hosted Function Update**

We had two member-hosted rentals this month (Drummie and Scotland).

Upcoming:

- One during the day, on the Friday a week after Thanksgiving.
- Barry Nichols Saturday afternoon the 10th.
- Perhaps one in mid-December once we know if the USCA Men's round happens or not
- The Therapist group is still interested at \$1400. They would like Feb. 18th. To accommodate this, Brian Galebach is strongly encouraged to work with his committee and with Ann Drummie (scheduler) to find an alternate schedule for the All American (perhaps January 28).

**vi) General Facility**

The Cooks donated the large-screen television. The donation will be recorded and an appropriate receipt sent with a thank you.

We are looking for a new amplifier.

**d) Ice Committee:**

*Fry, Hamilton*

**i) General Update**

There has been some slight damage to the ice from regular league play and there have been some gouges from hand scraping. The new removable hacks will be installed on Wednesday.

Another club may be interested in the old scraper.

**e) Outreach Committee:**

*Ettlin, Shaw*

**i) University/College**

Dominique has redirected the college contact to FL Ettlin and Caitlin Shaw.  
No report.

**ii) Riderwood Retirement Community**

There was a visit set-up for December 8th but there is a scheduling issue for the minivan so a new date is being schedule somewhere around January 11<sup>th</sup> to the 13<sup>th</sup>. It will be a first visit like an Open House. We may want to order some more sticks and have some assistants practice with them to they can better demonstrate the technique.

**iii) Other Outreach Rental and Other Event Updates**

Nothing else right now.

**f) Membership Committee:**

*Bass, Fry*

**i) Membership Counts for Fall 2005**

Membership information seems a bit disorganized. The system did not have a clear starting point for paperwork to flow efficiently.

Through the season we may develop an on-going database of general membership information (leagues, dues category, etc.) Different pieces of information will be available on-line to different users such as treasurer versus regular member. Data entry or editing would be done through on-line input screens.

**g) Training Committee:**

*Shirk*

**i) Officials' Clinic Fall 2005**

Closed. Not happening.

**ii) Level I Instructor's Clinic Update**

Low turnout.

**iii) LTC II Update**

No report.

**h) Events Committee:**

*Datlowe, Galebach*

**i) Inaugural Bonspiel Recap**

The Inaugural did well and better than last year, with over \$6000 profit. \$800 was from auction.

**ii) The BIG Spiel Update**

No report. Brian Galebach will coordinate with Dave Hamilton for ice maintenance.

**iii) Men's Qualifier Update**

No developments.

**i) Leagues Committee:**

*Galebach*

**i) League Update**

Board feels that the TGIF league is getting as many games as most other leagues.

They may even get another week depending on the Men's qualifier. Galebach will work with Fred Hopke (Friday league coordinator) to shorten the first half schedule to no later than the 20th of January. The second half will be flexible to incorporate any new members after the Olympics Open House and LTC.

**j) Communications Committee:**

*Drummie*

**i) Membership Roster**

An official roster is pending Mark Hartz/Charlie Jennings finishing entering membership forms into the accounting system and getting them to Ann.

ii) **Calendar**

Distributed a few days before the meeting.

iii) **GNCC Liaison**

Upon hearing about the Chesapeake Curling Club's situation and that the back-up plan for the Women's Challenge is to host it on the neighboring hockey ice, Neil Christensen sent an email to Dominique. It expressed his opinion that the event should not be held on hockey ice and that this concern should be expressed to the GNCC. The Board feels that if it is conditioned properly, it should be fine. We will assume that Chesapeake and/or Neil will be alerting the appropriate figures at the GNCC about the situation and that the GNCC will take their own actions.

iv) **Stationery**

There is a general need for stationery (though perhaps electronic versus actual printed). We need to be consistent with our logo and its quality.

**6) Other Business**

a) **Dues Structure:**

Mark Hartz asked the Membership Committee to consider how to implement a dues category next year for a discount to active duty personnel.

**7) Next Meeting**

Sunday December 18, 2005 2pm Lunden Room.

**Adjournment**

Motion - Bass

Second - Hamilton

Vote - Passed, 4:20pm

Submitted by: Ann Drummie, November 27, 2005, based on notes taken by Brian Galebach.

Attachments:

- Gardens Insurance request email
- Unconfirmed roster
- Calendar
- Neil Christensen's email re Women's Challenge