



**The Board of Directors of
The Potomac Curling Club of the National Capital Area, Inc.
MEETING MINUTES: Season 2005-06 Meeting 8
January 15, 2006 1pm Lundin Room**

Board Members present:

Dominique Banville
Barry Bass
Ann Drummie
FL Ettlin
Michael Fry
Brian Galebach
Dave Hamilton
Mark Hartz
Caitlin Shaw
George Shirk

Board Members absent:

Nick Datlowe

Others present:

Barry Nichols

1) **Call to order**

1:09pm

Banville

2) **Approve minutes of December 18, 2005 Meeting**

Some minor edits

Hartz

Hamilton

approved

Drummie

3) **Special Issues**

Banville

a) **Chesapeake Curling Club Requests** (*Funspiel details, reciprocal member count*)

Galebach has put the draw on-line on our website. Hamilton will work with it to set a time to scrape. The rental agreement was mailed out to them. They have seen it. We will get a signed copy on Friday.

b) **Ed Ericson Tribute**

Fry is still working on the wording. (remove from agenda)

c) **Event Hosting 2006-07** (*GNCC Senior Men*)

Banville heard positive feedback from Jan Little about Chesapeake's experience. If the Ross-Tarleton is ever hosted in this area, it will not be during that season. Galebach and Datlowe will contact Neil Christenson to pursue hosting this in 2006-07. Note, we are expecting to host a 5 and under event (Women's Challenge) in 2007-08. Doug Andrew has suggested that we offer to host a junior playdown in the near future. Galebach and Datlowe will submit this request to Neil as well.

4) **Financial Report ending December 31, 2005**

Hartz

Our liability insurance for this year was paid for in the last fiscal year.

The BIG Spiel account is still being itemized. We bought pins for the next six years, so the prize costs are higher than those for the single event. The revenues may be understated as yet.

Check if the last page of expenses is only two months or not.

Hamilton asked to check the P+L and revenues for rentals \$2,050 should be \$2,500?

Bass asked for a balance sheet.

Mark noted that we have a large number of members paying on installment plans, which will mostly come in before the end of January. We are emailing folks reminders. All dues will be collected by middle of February.

Mark highlighted that our GNCC and USCA and USWCA dues have all been paid, but were paid in January. Dues for the juniors were paid earlier so they could participate in the playdowns.

- We have receive the \$250.00 check from the USCA for not hosting the regional playdowns.
- We have received the payment from the Garden's ice House for the difference in the BG&E bills to cover the Utilities over the summer for the summer day camp.
- The 2 members that had bounced checks and were not in good standing have both paid in full by other means.
- The check policy has been posted in the club. (We have had another member bounce a check to us).
- There are a number of signs now posted in the kitchen reflecting the contents of the Kitchen Policy.

5) Committee Reports and Recommendations

a) By-law Committee:

Bass

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

Have started to go through the minutes of past meetings, to set a list of topics to address.

Bass seeking an electronic version of the latest version of our by-laws. Can everyone look.

Perhaps Tom Walsh, Bob Pelletier. Might pull people together like Surka and Walsh.

Banville suggested that Warshawsky might be interested.

ii) Vision Committee

No developments.

b) Finance Committee:

Hartz

i) Credit Card Machine

Mark Hartz still has not had a return phone call. We will continue as is.

ii) Debt Restructuring

Hartz has passed documents to Bass so he can go back to the bank.

iii) Development Committee Initiatives (*including recent donations*)

The committee will be pursuing silent auctions at the Dykes, Meltdown, and Cherry Blossom.

We recommend that John be more specific in his needs for help; help creating ideas, or help doing specific tasks for an idea he already has. Dominique will follow-up.

The end-of-year/holiday letter realized approximately \$4,000 for debt reduction.

Set-up the \$500 as a budget line item for the White donation to support Youth curling and manage it annually. Mark is communicating with the Chalmers and Warshawsky to strategize about how to use and grow the budget. Mark will contact Cheryl to confirm her intent and tell her how we'll transition into a fund.

Mary Ericson would like to make a donation to buy a specific item up to about \$1,500. Ideas have included: stereo, bar glassware, lounge furniture, round table chairs. Mark Hartz will shop for the amp and speakers. FL and Dave will shop for the couch. Mark will check in with Mary re the check. Fry send Mark her email address.

c) **Operations Committee:**

Hamilton, Datlowe

i) **Facility Update** (*bar, kitchen, etc.*)

Put clean-up and repair the chairs on Doug Andrew's summer work to-do list. All committees keep in mind ideas for the summer to-do list.

Signs are up in the kitchen. Now we need to enforce it. Send an email that it exists and post it somewhere. Have it on the website for reference too; to incorporate into applicable rental agreements.

Hamilton will send an announcement re the fridge being emptied on Thursday night (by Shirk after LTC) prior to the Funspiel.

ii) **Locker Update**

Nick not present to report.

iii) **Key Inventory** (*front door, cash drawer, equipment drawers, file cabinet, side door, Garden's door*)

Hamilton taking advise from Bittner to not change the lock to the cash drawer as it is a complicated process that last time involved breaking some of the glass. Mark now has Rich's key. There is no record of who has keys. As it's only been a couple of years, perhaps we can track down the keys. Hamilton will develop a list.

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

The next scheduled rental is Feb. 18.

Have received 5 inquiries for January / February but there is very limited ice available.

A request from Montgomery County School; quoted same as the private school of \$4/head.

Boy Scouts March 11 – Hamilton will follow-up from George Shirk's email.

This Wednesday the Riderwood Retirement community is coming from 10am-noon. Perhaps 6 people coming. Not charging this time around. More like an open house to develop a daytime program.

d) **Ice Committee:**

Fry, Hamilton

i) **General Update**

All is well.

Will look at improving the scraper ramp.

e) **Outreach Committee:**

Ettlin, Shaw

i) **Opportunity Update** (*University/College, Retirement, Schools, etc.*)

Riderwood per above.

FL received about 6 posters, and will make more copies with info on Olympic Open House, and get them out posted. "Free with a college ID"; pay from the fund.

Haven't heard back from Laura et al about going to the college bonspiel in Chicago over spring break.

ii) **Out-of-club Demonstrations**

If the intention is to promote curling then maybe consider going to Waldorf. Want to be careful not to promote an alternate site for curling. Talk with them about what's involved in curling on hockey ice. Caitlin is following up. There are risks to the stone during transport, without addressing hacks and pebbling. Out-of-club will need a significant amount of money before considering.

iii) **Summer Promotions** (*Scottish Festival, Canada Day, etc.*)

Need to find new volunteers to take the lead in the place of the Daves and inform members that this is something that we do.

Need to do an analysis of the member recruitment from these efforts before pushing this versus redirecting efforts elsewhere.

Membership Committee - What are our real recruitment sources?

f) **Membership Committee:**

Bass, Fry

i) Membership Counts for Fall 2005 and Member database

Get Barry Bass back in the loop. Bass has sent an email to all first half rookies (G1). Mark will contact the G2's re paying for second half.

We'll reconcile the roster again with league sign-ups shortly.

Bass and Shirk coordinate info on new LTC people.

\$50 to be a member after the Olympics; then to \$100 in the fall as a G1.

Would need to keep track of 5 year and under eligibility.

ii) Open Houses (January recap and Olympic update)

Had about 25 on Thurs, about 75 on Sat, about 45 on Sunday. Great for a mid-season open house. Thinking about going back to a stations method with the first groups being small.

Note, we'll be charging for the Olympic Open House; perhaps \$5. People are expecting to be charged. Might reduce and focus our crowd.

Various media outlets have been visiting lately.

g) **Training Committee:**

Shirk

i) January and March LTC Schedule Update

18 people are in the current LTC sessions. Have the membership committee attend to make the sell to be members and sign-up for leagues ASAP.

Need to coordinate LTC and ladder league on March 11. Have a 3 hour slot, 3-6pm for LTC.

h) **Events Committee:**

Datlowe, Galebach

i) Draw the Button Competition to support Men's Worlds

John has it set-up with every league to occur shortly. The Saturday Breakfast league has already started.

ii) All-American Update

Donna Horoschak is coordinating it. As soon as she has the registrations the schedule will be set.

iii) Dykes Update

At the deadline, we managed to 32 teams and registration is now closed. There are 8 Potomac teams.

iv) Chesapeake-Potomac Invitational Bonspiel Meltdown Update

Barry Nichols has agreed to chair.

v) Cherry Blossom Update

Caitlin Shaw will co-chair with Heather Cook. George will work the kitchen. Bass and Galebach will work the draw. Dominique will pass on the program files. Fry will forward last year's flyer to them ASAP.

i) **Leagues Committee:**

Galebach

i) League Update

Leagues are great. Want to focus on further developing the ladder league with playoffs.

j) **Communications Committee:**

Drummie

i) **Membership Roster**

Distributed. Will be in the cash drawer.

ii) **Calendar**

Distributed.

6) **Other Business**

We'll reorder the committee reports for the next meeting.

7) **Next Meeting**

Sunday February 19, 2006 (the weekend between the Dykes and the Kayser) 1pm

Adjourned 3:21pm

Submitted by: Ann Drummie, February 19, 2006