



**The Board of Directors of
The Potomac Curling Club of the National Capital Area, Inc.
MINUTES: Season 2006-07 Meeting 5
October 22, 2006 4:00pm**

Board Members Present:

Dominique Banville
Barry Bass
Ann Drummie
FL Ettl
Michael Fry
Brian Galebach
Dave Hamilton
Mark Hartz
Charrissa Lin
Rachel Sethi
George Shirk

Board Members Absent:

Others Present:

Charlie Jennings (*first part of meeting*)

- 1) **Call to order**
3:45pm

Banville

- 2) **Approve minutes of September 26, 2006 Meeting**

Drummie

Motion - Hamilton

Second - Lin

Vote - Passed

- 3) **Special Issues**

- a) **Dues Collection Process**

Lin, Drummie, Galebach

Charrissa Lin will reconcile over the next weekend, the dues paying list and the league rosters. Brian Galebach will ask the league coordinators to send Charrissa Lin their lists. In general, we'll likely have a list of members available for a drop-in/pick-up league coordinator to reference.

- 4) **Committee Reports:**

- a) **Membership Committee:**

Bass, Sethi

- i) **Progress update** (Membership mtg recap, Open House recap, calls/connections)

The meeting went very well. We received a lot of the \$5 donations that night. People had a good time. Great chili – Dominique Banville won the cook-off. Over 50 people attended.

45 people came to the Thursday Open House; mainly adults. Discounts of \$10 were given to a few people who were signing up for LTC as well. We had lots of volunteers. Training was done with the station format with a demonstration game on-going as well. People stayed very late. Rachel sent email to the 45 people the next day.

29 of 84 Olympic curlers have registered.

Calls were made with positive response and left messages.

Barry sent an email to everyone who came to the Olympic Open House. It generated some interest in LTCs.

The Board went through the current snapshot of the membership list – identified calls to make to check-up on folks we haven't heard from.

- b) **Training Committee:** *Ettlin, Shirk*
- i) **Progress update** (LTC recap, start of season clinics recap, coaching camp)
The LTC did not generate many new members as they may have already joined.
18+30+22=70 participants in the three session.
Scott Edie did 2 clinics for about 30 people; Derek Surka did a clinic for 6 people; Charrissa Lin's sweeping clinic had 15; and Charrissa's experienced video taping clinic got the maximum of 8 participants. Overall the clinics were pretty successful with a lot better attendance than last year. There were some donations (not tallied).
The particular camp that is happening shortly, encourages participants to be Coach Level I. We hadn't broadly extended the information for interest. Of those approached, none are available to go.
Instructor Level II is in two weeks. Having Level I is a prerequisite.
- c) **Events Committee:** *Fry, Lin*
- i) **Progress update (Inaugural recap, MACA)**
The Inaugural had 21 teams, about half of which were from Potomac. Many thanks to Becca Baxter and FL Ettlin for chairing the bonspiel and generating the best 50:50 ever: \$518 for Potomac. Expenses were kept under control but we may not have net what we expected as we did not get the number of teams desired (more bar revenue); perhaps \$2,000. We need to get people to come to our events so the focus is now on getting our members to travel. No Philadelphia or Chesapeake teams were in the Inaugural. We are already promoting the Cherry Blossom Bonspiel, even in the Inaugural program. Our MACA now scheduled for March 3 which takes the early rental slot for that day.
- ii) **2007-08 Event season**
- Inaugural
 - Mid-Atlantic Women's Bonspiel (There were 12 teams this year in the first week of the season. We would have it late November/early December.)
 - BIG Spiel
 - Women's Challenge
 - Junior Bonspiel
 - Meltdown
 - Cherry Blossom
- Michael Fry will try to map out next year's calendar and consider if we need an option to move the Mid-Atlantic or Meltdown. He will also map a list of our commitment in years coming.
We have an open invitation to bid on national level or events leading to national level.
- d) **Leagues Committee:** *Galebach*
- i) **Progress update** (league start-ups)
Members have been really good about using league forms this year. All leagues are on track to start this week.
Brian Galebach and Ann Drummie will look at the calendar to confirm which dates won't be available for league play.
- e) **Finance Committee:** *Lin*
- i) **Financial Reports ending September 30, 2006**
We have roughly \$72,000 in the bank after the \$25,000 debt payment to the USCA.

- ii) **Progress update** (MOTION: 10-month Time Deposit, liability releases, life member list)
A 7 month CD at Sandy Spring has an interest rate of 5.53%. Charlie Jennings is sure that there is no problem with a \$50,000 commitment at this time. We can look at other options when it matures in 7 months.

MOTION: Put \$50,000 in a 7 month CD at Sandy Spring.

Motion - Bass

Second - Ettlin

Vote - Passed

Charrissa Lin opened the topic of considering a fiscal policy regarding use of our money re paying off our debt, buying equipment, keeping a general reserve, etc. Do we set a target for how much we keep in reserve – one or one and half times our annual debt load?

What gets paid first after that? (or do we lower membership fees?). This will be rolled into the discussions of refinancing and will be discussed within the Finance Committee who will return with a recommendation.

Rachel Sethi will look through the insurance forms to check for those who signed the older ones.

John Bittner is working through the records to get a list to Charrissa Lin of life members per donation logs.

Charrissa Lin will look into the D&O insurance policy and consider whether Charlie Jennings can be named on the policy.

- iii) **Development Committee:** Progress update

By the next meeting, there will be a plan for achieving the target.

Rachel Sethi asked what proportion of donations were made with particular designations. It was generally felt that donations were made to the club in general when done on the membership form and at the holiday season.

- f) **Ice Committee:**

Hamilton

- i) **Progress update** (ice installation, regular maintenance)

We have ice. It was great this weekend for the bonspiel.

Scott Edie has been keeping notes on the installation this year, for reference in future years.

The vinyl circles have so far been a positive adjustment. It will add effort in the Spring with their careful removal during the thaw.

The quality of the white paint is a balance of patience, deionized water, etc.

A regular scraping schedule is laid out. There are 5 teams of 3 this year which is up from last year. A number of new curlers are helping out significantly.

We will rely on members of the committee to prep ice for league play. Tuesday will train teams again this year.

- g) **Operations Committee:**

Hamilton, Sethi, Hartz

- i) **Lockers** (price list, sign-ups)

The team needs to consolidate the list. Rachel Sethi will coordinate with Charlie Jennings for the list of paid lockers, and with Mark Hartz.

- ii) **Rentals Committee:** Progress update

We have groups on all of the Saturdays except for March 3. Have one or two groups looking for a weekday as well.

This coming Saturday has our first bookings: 3pm-7pm church group in Virginia (40p), 7:30-11:30 30th birthday party (16p). We offer 1 instructor for 8 participants. George Shirk will be looking for these volunteers (Open House style, with lead instructors and helpers, going through the basics and then letting participants go at it playing a game).

iii) **Building Committee:** Progress update (recycling, Building Fund plaques)

Clai Carr has confirmed interest in working with us on recycling.

Jennifer Kungle spoke with Dominique Banville about the can crusher. She has offered to come once a week to take the cans. Full bags will be stored until pick-up. The league coordinators will be asked to share this information with players.

Dominique Banville will determine the appropriate wording for the Gardens/Clai Carr donation to the facility. It is important to be clear with the message that the plaques honor those who made it possible to have this facility. Without these originals we wouldn't have the building. Many have been donating since on this on-going project.

iv) **Pro Shop Committee:** Progress update (bumper magnets)

No developments on magnets. The league coordinators will announce that the new apparel is available with a binder for orders. The next order will be made in a few weeks.

h) **Outreach Committee:**

Ettlin

i) **Progress update** (Gardens curling, Retired Life Network)

The Anne Arundel event was handled by Neil Christenson and Dave Higgins and others. It went well. We are not sure though if we should continue with these festivals with the low response rate (considering the increased use of the internet).

Clai Carr wants to expose more of his hockey players to curling. He is working with FL to set something up.

Dominique Banville has been contacted by a journalist to be in a piece on senior curlers in Minnesota with an in-studio interview (studio in DC). It will be on a national broadcast. This might help add to the efforts to get daytime curling happening.

i) **Communications Committee:**

Drummie

i) **Progress update** (Calendar - 2006-2007)

Distributed.

j) **Vision Committee:**

Banville

i) **Progress update**

No developments.

k) **By-laws Committee**

Bass

i) **Progress update**

The committee recently had a meeting. All of the changes that we want to make can wait until the annual meeting, as opposed to needing a special meeting earlier than then.

The biggest issue is considering direct election of the President and Treasurer. The current process seems to be working. Would people be more/less inclined to run if we made a change? Currently we have a pool of 11 to fill the roles. The system allows people to run for Treasurer within their candidate statement. We can't afford to have a weak treasurer, but would still hope that within 11 people we'll find someone qualified. There is a means to resign from Treasurer and even from the Board to create a vacancy that can be assigned. Now with a controller, it's a more reasonable role.

The committee will submit a summary of their proposed changes.

5) **Other Business.**

None.

6) **Next Meeting.**

Sunday, November 26, 2006 2:00pm (Charrissa Lin not expected to attend)

5:20pm