



**The Board of Directors of
The Potomac Curling Club of the National Capital Area, Inc.
MINUTES: Season 2006-07 Meeting 8
January 28, 2007 1:00pm Lundin Room**

Board Members Present:

Dominique Banville
FL Ettlín
Michael Fry
Brian Galebach
Dave Hamilton
Charrissa Lin
Rachel Sethi (late)
George Shirk

Board Members Absent:

Ann Drummie
Barry Bass
Benjamin Yeung

Others Present:

Ken Wray (arrived 1:53pm)
Bob Pursell (arrived at 2:07pm)

- 1) **Call to order** *Banville*
1:06pm

- 2) **Approve minutes of December 17, 2006 Meeting** *Banville*
Motion – Lin
Second – Galebach
Vote - Passed

- 3) **Special Issues**
 - a) **Organization Chart (Yeung)** *Banville*

Dominique Banville will email with Benjamin Yeung as he is not present to indicate his interests. It was suggested that maybe he track donations that are for a specific purpose. There is also lots of room on the Outreach committee.

Edits: remove Mark Hartz from Lockers – Put Rachel Sethi in that place; Replace Neil Christenson in Breakfast League with Charlene Macedo.

 - b) **Processing Checks (especially donations)** *Lin*

Dominique Banville received an email from Ed White expressing his concern that his (2) checks donated back in December had not been cashed yet. Charrissa Lin mentioned that she thinks it might be a holiday thing – because Lin received the checks but it was a while before she saw Charlie Jennings. She expects that the checks should have been deposited by now. The two-person process (Lin receives checks, then hand them off to Jennings to deposit) may slow things down slightly, but the general feeling is that the process is acceptable as is.

 - c) **Internet service in Warm Room** *Ettlín*

The service is up and running. Howard Griffin got the service put in, and installed it out of view. Jason Sethi did the lion's share of the set up.

d) **Event Program Ad Requests**

Banville

The Board received an email request to put an advertisement into the Junior Nationals program, and also received one about Club Nationals in St. Paul. There was general discussion about the value of \$50 here and there. George Shirk felt that up to perhaps \$200 annually to help support programs is worth doing. Dominique Banville inquired if we have a line in the budget to support this sort of thing. Discussion occurred on limiting this support to any event we send curlers to, plus any event in the GNCC. George Shirk suggested keeping a list of who we support to hit up for support in turn if we host an event of this type.

The possible methods of support guidelines are:

1. Sponsor events with Potomac participants.
2. Sponsor events with Potomac participants, plus GNCC-hosted events.
3. Support all requests.

After discussion the third option was eliminated, and there was overall agreement to spend up to \$200 annually for publicity in programs per guideline 2. As such, we will support St. Paul Curling Club – ¼ page option (\$50). We will also contact the Nationals at Utica to find out what their costs for support are with the intent of also supporting up to \$50.

4) **Committee Reports:**

a) **Membership Committee:**

Bass, Sethi

i) **Progress update** (Open House, new rookies, return rate of first half rookies)

Open Houses – 3 sessions with about 20 people attending. We got 1 or 2 members from the OHs.

LTC – about 31 people – lost 2 after one went down sweeping. Probably got about 3 or 4 new members.

As an aside – Charrissa Lin suggested that we collect people's old grippers to use for people learning to curl. Dominique Banville will mention it in her note to the members about this meeting.

Rachel Sethi to coordinate with Ann Drummie to get membership list up to date.

b) **Training Committee:**

Ettlin, Shirk

i) **Progress update** (Learn to Curl)

Per above 31 people took LTC – but 25% of pre-registrants didn't show, as 41 were on the list. We also had a couple of walk ins. We discussed asking for participants to pre-pay to secure their spot in the LTC to avoid the massive amount of no-shows. Doug Andrew did an awesome job lining up volunteers and running the class.

We need new sliders. We will need to add it to the budget for next year. We will also ask for donated sliders from curlers who have upgraded to shoes.

George Shirk wants to figure out how to get the word out about using the video camera to film deliveries. Charrissa Lin asked if she should push it on the table notes.

c) **Leagues Committee:**

Galebach

i) **Progress update** (second half start up)

League sign up was a bit more interesting with the late learn to curl, so we left spots available in some of the leagues. Unfortunately we didn't get more than a few people signing up, so we will need to work a bit to fill up a few spots (men's league has 3 spots remaining). There have been many issues this year that come down to not having the league dates on the PDF calendar (per Brian Galebach). He would like to see the dates on the PDF calendar. Brian feels strongly that it would be helpful to put some small marker on a normal league date.

d) **Finance Committee:**

Lin

i) **Financial Reports ending December 31, 2006**

Report distributed. It does not include 2nd Half Memberships. The fund raising target is looking good. Linda Murphy gave an exceptional gift. We are “in process” of pulling together the full list of past and current donors.

Events are going to fall far short of the 15k goal. All other categories should make their goals. We need to exceed our goal in fund raising to make up for the poor events showing. We discussed other ways to raise money going forward, including keeping in mind the need to balance events that make money vs. ones that don't.

ii) **Progress update** (refinancing)

Refinancing is not due until Feb 2008. Rich Warner has suggested that we start looking around in the fall.

iii) **Development Committee: Progress update** (annual letter, Scratch N Help)

Scratch N Help – discussion of how members will feel about approaching non-curlers with fund raising. The agreement is that it will probably not be fun to do, but it is the only activity suggested by the fund raising committee. It was suggested that we recognize top fund raisers in some way. Also consider rewarding perhaps the top three salesmen. We should also get the Cherry Blossom auction going as well and not leave it to the last minute. The Board suggests that we move forward on the cards, asap.

e) **Events Committee:**

Fry, Lin

i) **Progress update** (Men's qualifiers, Scot Tour, GNCC Senior Men's, next year's Meltdown and Women's Challenge)

Men's Qualifier – The club was thanked for hosting, and encouraged to bid for the following season. As our calendar is full for 2007-08 we are not planning to bid. The event went very well, gaining the club some respect across the nation ('best run event of all 4 locations'). We only had positive comments regarding the website, the officiating, the organization, the ice quality, team photos, etc.

Scot Tour – The event will be next Saturday. The competition (point count) is very close so far. We need to encourage spectators. Charrissa Lin to feature the Scot Tour on her next table notes.

GNCC Senior Men's – 21 teams are signed up. They have a luncheon set at the Laurel Race Track. Deadline just closed on Saturday.

Meltdown – The latest was that Michael Fry emailed Dick Beamis who said that they have their Board Elections mid-year (the weekend of the GNCC Senior Men's event). There will be a period of transition and then they would be able to give us more information in a few weeks.

Women's Challenge – Michael Fry asked Paul Mort and Peggy Rotton about setting dates for 2008. Paul Mort said that it is based on precedent. Peggy said that they (GNCC) had sort of penciled in March 13th – 16th, 2008.

Cherry Blossom – Michael Fry needs a co-chair. Invitations have gone out as of a few weeks ago. Hard copy flyers have gone to all USCA clubs, plus emails to same. A small pile of them are at the club so members can take them to events. A DJ is planned for one night, and on Friday night we hope to have some sort of Japanese performance. We have 1 paid entry, plus 8 or 9 inquiries or “save me a spot” emails.

Michael Fry also listed where teams have come from for a whole host of historic events. He also compiled a list of the players who have come to our events.

Agenda Item for next month – Finalize the dates for the Inaugural, Women's Challenge and Cherry Blossom for next season. Get these dates locked in so we can advertise for them.

f) **Operations Committee:**

Hamilton, Sethi

i) **Rentals Committee:** Progress update

January rentals were a bust as none of the reservations came to pass. There was a discussion that perhaps in the future we should actually collect the deposit that is listed to encourage fewer cancellations. Increasing the deposit amount was also discussed. Perhaps as a percentage of the rental fee (25%?). The policy will be revisited over the summer.

Barre School – 6 kids used the facility last week. They had a winter sport activity day.

This Friday – 11am- 3pm for the Marriott Lodging group of 24 people. Bob Pelletier., Dave Hamilton, Bill MacDonald plus any other volunteers will handle them.

Feb 17th – Chesapeake Physical Therapy group. The rental will start at 3pm and go until whenever.

March 3rd – Late slot

Adventure Club contacted Dave this week, and he might stick them in the 31st of March after 7pm.

Brian Waite works for the Navy, and his Commander is trying to arrange a curling outing.

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

Jen Kungle is doing a great job of taking out bottles and cans. We are recycling via her efforts.

Roof Leak – It is still dripping. Should we look into repairs? Is there long term damage potential? What should we do next? Dave Hamilton to talk with Barry Nichols. We may need to add the roof to the future budget list.

Building Fund plaques, defibrillator – no report.

George brought up the sound system that Mary Ericson donated money towards. Dave Hamilton said that we have simply not moved forward with it yet. Rachel Sethi will ask Jason Sethi if he would be willing to go shopping for a sound system for the club. We will look into the amount of money he would have to spend.

Brian Galebach made a donation in part to put in the microphones out on the ice. He is looking to see that happen.

A mailbox system was suggested, as well as a suggestion box. Perhaps we could use the filing cabinet area more efficiently. Perhaps put it on the summer project list.

iii) **Pro Shop Committee:** Progress update

Vince Sarritella, a new member, has a family run embroidery business. He's asking if we'd like to use his services.

g) **Ice Committee:**

Hamilton

i) **Progress update**

We continue to have ice. LTC experienced 10 feet of curl.

At the end of this season, mostly because of the vinyl, we will have a number of activities in the clean up process. There was brief discussion of ways to make the white next season.

h) **Communications Committee:**

Drummie

i) **Progress update**

Dominique Banville mentioned that the table news flashes are great. They are very informative and well received.

Calendar distributed.

i) **Outreach Committee:**

Ettlin

i) **Progress update**

No Report

- j) **Vision Committee:** *Banville*
 - i) **Progress update**
No Report

- k) **By-laws Committee:** *Bass*
 - i) **Progress update**
No Report

- 5) **Other Business.**
 - a) **Support for teams/players in National and World events** *Lin*

There was discussion of having a consistent method of supporting teams and players that go to National and World events. Individual members in the past (and it seems now) have self-initiated efforts to support specific players or teams (ex. Mary McHugh re support for Lin's women's team). Dominique Banville commented that it is difficult to prevent individual members from running a specific fund raising effort. Having a general guideline may help though. Charrissa Lin mentioned that we could support our teams with club pins (our cost \$1.50 each) or something similar. George Shirk mentioned Mark Hartz's comment from last year about a hog line fund. George Shirk suggested that we could use that money to support this idea. Charrissa Lin also suggested she would be willing to donate her time to teach an advanced clinic to gain donations to help support our National / World teams. Dominique Banville mentioned that we discussed in previous meetings that we have a general fund raising activity, and that when we do smaller events to raise money for specific items it dilutes the donation pool.

Dominique Banville suggested that this year we should just earmark a certain amount or percentage to go to support each item, including World/National competitors from our club. She further suggested that for next year's budget, we add a line as an expense to support National and World competitors from our club, with the understanding that this line item will be in the range of \$200 to \$400 total. This would represent a gesture of the club, rather than specific monetary support. We could also include the money for advertisement in the programs as previously discussed in this meeting. We have agreed to not dissuade (or encourage) Mary from her fund raising efforts, and we hope that the men's league will do a similar gesture of support if they chose to do so.

- 6) **Next Meeting.**

Sunday, Feb 18th @ 2pm (Dominique Banville, Barry Bass, Michael Fry, Charrissa Lin expected absent)

3:09pm – adjourned