



**The Board of Directors of
The Potomac Curling Club of the National Capital Area, Inc.
MINUTES: Season 2006-07 Meeting 11
April 26, 2007 7:00pm Warm Room**

Board Members Present:

Dominique Banville
Barry Bass
Ann Drummie
FL Ettl
Brian Galebach
Charrissa Lin
Rachel Sethi
George Shirk
Benjamin Yeung

Board Members Absent:

Michael Fry
Dave Hamilton

Members Present:

Neil Christensen – re GNCC items
Charlie Jennings

- 1) **Call to order** *Banville*
7:13pm

- 2) **Approve minutes of March 25, 2007 Meeting** *Drummie*
Motion – Ettl
Second – Yeung
Vote - Passed

- 3) **Special Issues**
 - a) **Board Member Nomination Committee** (recommended slate of candidates) *Pelletier*
We have nine and possibly ten/eleven nominations. We have more candidates than positions. Official list will be sent to the Secretary on May 5. Candidates need to send in their 200 word statement by May 5 to confirm their candidacy. (Longer statements might be posted on the web.) The envelope stuffing party will be May 11. The committee will arrange for a 30 minute meet & greet before the meeting (4:30-5:00). An absentee pink ballot will be in the mailing for members to send back if they cannot attend; due May 25. Ann Drummie will get the committee a mailing list and a voting list, and send an announcement for members to look for the mailing and absentee ballots.

b) **Awards Nomination Committee** (update)

Pelletier

Junior Award – The committee received a recommendation to have a new award and a concern was raised that it could be divisive/have a negative impact on the small program. In spite of the concerns, the committee and the Board would still like to present the awards and get input from the program coordinators on how to present/phrase it for as positive an impact as possible on the program going forward. We believe accolades should go out to the Junior program for the exceptional job they did this year. Three nominations for the Junior award have been received so far.

Other Awards – The committee has received more than one nomination for all awards. All will be scanned for a packet for the Board, with the committee's recommendations.

c) **Annual Meeting** (agenda, mailing)

Banville

The Board is considering setting the Annual Meeting date as the first Saturday in June every year. Information will need to be coordinated to put in the mailing by May 11.

d) **End of Year Banquet** (mailing, cost)

Yeung

Dominique Banville has the electronic file for flyer for RSVP for dinner. The cost will be \$20 this year. We will ask for appetizers but not for desserts. Tim Harwood has agreed to be master of ceremonies.

e) **Second-Half Payments**

Lin

Charrissa Lin took the Secretary's roster and compared with league rosters. Lin asked league coordinators to reach out to members with "our records are bad, did you pay?". We did receive several more dues payments.

Lessons learned for next year:

- We need to have a consistent place to get a form and submit a form. (Rachel Sethi will work on setting up mailslots.)
- We need to determine who will ask for second half dues. (Perhaps we'll use an invoice system.)
- We need to keep track of payment plans. (These payments specifically go to the Treasurer.)
- We need training for members to take dues and forms and issue receipts. (Train Board members and league coordinators.)
- We need to have rosters emailed to the Treasurer as soon as they're ready to do the reconciliation process.

f) **GNCC Annual Meeting May 19** (nominations, Dykes-Challenge date)

Banville

We will offer to host the Kayser in 2010.

Dykes/Challenge on same weekend – It will be hard for a couple to both be away on the same weekend, twice in the same month if they both go to the Kayser as well. Both host sites will have a smaller volunteer pool. Holding three versus two weekends on the calendar for 5-and-Under events is making it tight to fit the other GNCC events. The Board guided Neil Christenson to vote yes to support this decision of scheduling them on the same weekend if it comes to a vote.

We will bring forward our concern that conflicts on the GNCC calendar should be "spread around".

While the Cherry Blossom this year will likely move because of Easter, having the Gordon Emmett and the GNCC Senior Mixed are on the same weekend as the Cherry Blossom is something we'd like to avoid.

We will support the concept of the GNCC having a left-handed bonspiel.

We will ask that the GNCC apply USCA rules to the regional level of the Club Nationals, such as a double round robin if there are fewer than 5 teams entered.

Nominations are still open for GNCC positions.

g) **Support for Potomac National and World Competitors**

Shirk

No developments. Table for new Board.

4) **Committee Reports:**

a) **Finance Committee:**

Lin

i) **Financial Reports ending March 31, 2007**

We have exactly hit the membership revenue number.

The total revenue is \$9,000 over the annual budget for revenue.

Events are up with Cherry Blossom probably eventually hitting about \$5,000-\$6,000. (It was noted that we need to set a time limit for receipts for bonspiels.)

Expenses are still not up to the budget but there are still utilities etc. ahead of us. We put \$50,000 in a CD. Including it, we have \$100,000 available. We expect to spend \$36,000 (insurance, property tax, utilities, debt service) through to when we start collecting dues again. This does not yet include a summer work budget.

ii) **Progress update (budget planning)**

The Finance committee will be meeting May 13 7pm. They will draft a budget for the May Board meeting; then present it to the June Board. All are encouraged to give input on committee budgets.

iii) **Development Committee:** Progress update

No developments.

b) **By-laws Committee:**

Bass

i) **Progress update** (recommended changes)

Barry Bass will email recommended changes, to approve to put in the mailing.

c) **Vision Committee:**

Banville

i) **Progress update**

No report

d) **Ice Committee:**

Hamilton

i) **Progress update (melting procedures)**

Ice plant was shut off on schedule, 4/16. Thanks to Ken Wray, Michael Fry, and Sean Murray for watching over the melting process. Ken was able to recover the rings and store them for use next season. Rocks have had their handles turned and are stowed for next season. Other ice shed equipment (nipper, brooms, measuring devices) was also stowed.

e) **Operations Committee:**

Hamilton, Sethi

i) **Rentals Committee:** Final report

Rentals brought in at least \$6,020 on 14 rentals this season. Not included in revenue are the recent Barrie School and Capital Hill Day School events (which could bring it to approximately \$6,200?).

ii) **Building Committee:** Progress update (utility coop, summer to-do list)

Summer work dates are not set yet. The list of jobs is extensive and is focused more on maintenance this year. Rachel Sethi will send the list to Charrissa Lin for the budget effort.

No message back from Tim Harwood yet re utility coop.

iii) **Pro Shop Committee:** Progress update (embroidery arrangements)

Neither Rachel Sethi or Dominique Banville have spoken with Vince Serritella yet about setting business relationship parameters.

- f) **Leagues Committee:** *Galebach*
- i) **Season Report** (winners list, league trophies)
Still gathering final winners names for all leagues and events. Ann Drummie will get the league trophies and plaques engraved except for the ladders, which Brian Galebach will handle. Jan Little is coordinating a new trophy for the Ladies' league.
 - ii) **Next Year's planning** (night for Capital League)
An announcement will need to be made at the Annual Meeting settling the night for the Capital League. Brian Galebach will draft a feedback survey which we'll send out to everyone.
Brian Galebach will begin to review the start date for leagues in the fall this summer – membership, leagues, training.
- g) **Events Committee:** *Lin, Fry*
- i) **Progress update** (All-American, event trophies, Final Fling, golf outing)
All-American – it worked out well.
Event Trophies – Ann Drummie will do Cherry Blossom; Brian Galebach will do BIG; there are no plans for updating the Meltdown trophies.
Final Fling – about 50 people attended; it was a great time; glowstick curling was popular.
Golf outing – Dominique Banville will be looking for a host house in Virginia. Tentative date is June 23. Benjamin Yeung will set-up mini-golf too.
 - ii) **Next Year's Calendar** (CPIB, Cherry Blossom, USCA event request, business cards)
CPIB – Dominique Banville emailed Dick Bemis. He said he would share our concerns with his Board. No report back yet.
Mid-Atlantic – we now unfortunately recognize that our dates are in conflict with Silver Bells at Broomstones (every other year).
Cherry Blossom – there is no confirmed date for the Bonsqueal yet. FL Ettlín will continue to pursue.
Business cards – once we set the Cherry Blossom date, Charrissa Lin will order new cards. We would like to have them by the Annual Meeting.
USCA events – we will decline to host any offered events for 2007-08. Events in 2008-09 can be discussed at the June Board meeting as that Board would have to do the planning.
- h) **Membership Committee:** *Sethi*
- i) **Progress update (focus groups)**
Will pursue next year.
- i) **Training Committee:** *Ettlín, Shirk*
- i) **Progress update** (2007-08 GNCC Instruction and Coaching info)
We will look at October 13 for a Level 1 Instructional clinic.
- j) **Outreach Committee:** *Ettlín, Yeung*
- i) **Progress update**
FL Ettlín recommended that we focus only on Anne Arundel Scottish Highland Games as it's right before the start of the season. It is not worth the effort to go to the Virginia ones in the summer.
- k) **Communications Committee:** *Drummie*
- i) **Progress update**
No report.

5) **Other Business.**
None.

6) **Next Meeting.** Monday, May 21 7pm

9:30pm