



**The Board of Directors of  
The Potomac Curling Club of the National Capital Area, Inc.  
MINUTES: Season 2007-08 Meeting 2  
July 9, 2007 7:00pm**

**Board Members Present:**

Susan Armiger  
Ann Drummie  
Michael Fry  
Brian Galebach  
Barry Nichols  
Bob Purcell  
Rachel Sethi  
Scott Walters  
Rich Warner  
Benjamin Yeung

**Board Members Absent:**

Dominique Banville

**Members Present:**

Howard Griffin

- 1) **Call to order** *Warner*  
7:11pm
  
- 2) **Approve minutes of June 18, 2007 Meeting** *Drummie*  
Motion – Galebach  
Second – Nichols  
Vote - Passed
  
- 3) **Special Issues** *Warner*
  - a) **Review of Organization Chart**  
Ken Wray is considering managing maintenance.  
Membership Committee interest: Tina Ours, Rachel Beyerle, Sherri Fillingham  
Howard Griffin will set up the new pass-through emails.  
Rich Warner gave further encouragement to keep filling in the boxes.
  
  - b) **Plans for updating Goals and Objectives**  
Rich Warner is pursuing a meeting with Clai Carr to discuss vision prior to reviewing the goals and objectives.
  
- 4) **Committee Reports:**
  - a) **Treasurer's Report and Finance Committee:** *Nichols, Armiger*
    - i) Financial Reports ending June 30, 2007 (fiscal year end)  
We don't have all of the numbers for June yet. We expect to have year data at the next meeting.
  
    - ii) Progress update (time period for storing waivers, donor relations and development chairs)  
No developments. The actual storage requirements for documents is also a consideration.  
Re waivers, Scott Walters will look into the applicable tort liability duration for adult and for minors.

- b) **Events Committee:** *Fry*  
i) Progress update (golf outing, bonspiel flyers, event chairs)  
Michael Fry is working on confirming chairs for the Inaugural, Mid-Atlantic, and BIG Spiel. The golf outing was lots of fun, and was followed by a wonderful soiree. Utica has chosen a non-traditional weekend for the Kayser, which puts it immediately before the Women's Challenge. Neil Christenson is looking into how this could be resolved. Ann Drummie will watch the development of dates for both the USWCA bonspiel and the Kayser to identify a Saturday for the All-American.
- c) **Membership Committee:** *Sethi, Yeung*  
i) Progress update (Open House dates/times, membership forms, handbooks, focus groups)  
Dates for October Open House and Learn to Curl were discussed and set. After discussion, it was determined to have the membership meeting as a potluck, and to have the chili cook-off on Open House Sunday, with some pick-up curling. There will be a membership committee meeting on the first or second weekend in August. The target for sending the membership mailing is Labor Day weekend.
- d) **Training Committee:** *Walters, Banville*  
i) Progress update (level I clinic date, LTC)  
No developments.
- e) **Leagues Committee:** *Galebach*  
i) Progress update (league coordinators)  
No developments.
- f) **Communications Committee:** *Drummie*  
i) Progress update (USCA, overall calendar)  
Ann Drummie has sent the USCA the contact information of the new Board. A new calendar, reconciled with GNCC calendar as of July 8, was distributed.
- g) **Outreach Committee:** *Purcell, Warner*  
i) Progress update (rentals chair)  
The committee's discussions have begun. Ex. What should be our focus? College students (the closest ones?), high school hockey players, high school teachers, businesses? Issues include supervision, transportation, long term investment in the club, proximity.
- h) **Operations Committee:** *Sethi, Armiger*  
i) Progress update (work days, keys)  
Work days are up-coming. A list of projects exists. Rachel Sethi will confirm the plan for the cabinets on the rink side of shared wall. The committee will develop a key log. Jason Sethi is continuing with the audio/video project. It will include a stereo system with a user-friendly remote for the whole system. If the old wires can't be located, he'll be spending \$100-150 to fix the wiring from the sheet televisions to the main television. He's looking into cost options for a microphone. Barry Nichols will look at the ledger notes for the final actual donation amount. Ken Wray is putting an O&M manual together.
- i) **Vision Committee:** *Warner*  
i) No report expected

j) **Ice Committee:**

*Nichols*

i) Progress update

Activities like charging the battery, planning for blade sharpening, etc. are happening independently from the operations committee.

5) **Other Business**

Ann Drummie on behalf of the Board, will send Ken Wray a card for the loss of his father.

6) **Next Meeting.**

Tuesday, August 21, 2007 7pm

8:32pm