



**The Board of Directors of
The Potomac Curling Club of the National Capital Area, Inc.
MINUTES: Season 2007-08 Meeting 5
October 21, 2007 3:00pm**

Board Members Present:

Susan Armiger
Ann Drummie
Brian Galebach
Emily Morris
Barry Nichols
Bob Pursell
Rachel Sethi
Rich Warner
Benjamin Yeung

Board Members Absent:

Dominique Banville
Michael Fry

Members Present:

Van Anderson
Charlene Macedo

- 1) **Call to order**
4:09pm

Warner

- 2) **Approve minutes of September 18, 2007 Meeting**
Motion – Armiger as edited.
Second – Nichols
Vote – Passed

Drummie

- 3) **Special Issues**

Warner

a) Scott Walters resignation; Board opening

Scott Walters's employer has reassigned him to a different location and will be leaving the area shortly. Upon this news, prior to this meeting, Dominique Banville rescinded her resignation from the Board and took her seat back.

Emily Morris will talk with Dominique Banville about helping her on the Training committee.

b) Hosting a GNCC event in 2008-09 or 10

No developments.

- 4) **Committee Reports:**

a) Events Committee:

Fry

i) Inaugural recap

It was good! We had 24 teams. 10 were full Potomac, 2 others had Potomac members. So it had about 50% outsider participation. Food was fantastic. Volunteer help was a little thin only on Friday night. Benjamin Yeung is thinking about enhancing the Bonspiel 101 book, with a specific "how to" guide for running a bonspiel kitchen (recipes with quantities, timelines, volunteer needs, etc.). The effort on ice maintenance was great. It is always difficult to coordinate volunteers ahead of time for the house committee because participants can't predict their draw, but we got through the weekend with some consistent openers and closers and lots of general support in keeping the club clean. We received good feedback about the event's website.

ii) Compete-At online event management

No developments.

b) Leagues Committee:

Galebach

i) league planning

Leagues are starting this week. All seem to be ready but the Saturday afternoon league is still looking for teams.

c) Communications Committee:

Drummie

i) overall calendar

A revised version was distributed. The MACA dates have been confirmed. Reserved rentals are now shown differently from open rental spots.

ii) ice reservation system

Galebach

The system is up and running. The reason you can't reserve the same day is to minimize last minute conflicts and manage expectations for same day use.

d) Ice Committee:

Nichols

i) General update

We have ice! The installation was very successful. Five weekly maintenance teams are now in place.

e) Membership Committee:

Sethi, Yeung

i) membership meeting recap

About 50 people attended the membership meeting and had a good time. We got a lot of membership forms filled out. But beyond that, it will be considered next year if it a worthwhile event. Perhaps we can have a President's Cocktail party on the first day of ice.

ii) Open House recap

Each Open House had maybe 20 guests. Lisa Andrew has volunteered to follow-up with attendees with a "thanks for coming" email. We have maybe 4 to 6 new members to date. We got a lot of volunteers out for the Open Houses. Having the Open House and the chili cook-off on the same day was positive. This year's chili winner was Bob Koehler. The leftover chili was useful for the Inaugural.

iii) member handbook

Rachel Sethi is looking into the cost and need of printing it versus distributing electronically. We'll ask members that if they want a hard copy, to email the President who will make arrangements.

iv) roster report

Drummie

A summary of how the membership is shaping up was given by Ann Drummie.

f) Outreach Committee:

Pursell, Warner

i) General update (Scottish festivals)

Alexandria Festival – There weren't very many festival attendees. We doubt that we will attend in the future.

Anne Arundel – There was a steady flow of people interested in the sport. This may generate some Thursday night drop-in traffic.

The Committee is considering developing a Thursday night / Saturday morning flyer. The Committee will also look into updating our bulletin board in the Gardens. Bob Pelletier and Sandra McMakin have joined the committee

ii) Rentals

We have a January 10 rental in the evening.
The Barrie School is interested in a weekday rental.

g) Training Committee:

Banville, Morris

i) 5 point poster

No developments.

ii) clinics recap (Level I, LTC, member clinics, wheelchair)

The Level 1 Instructors clinic was great. Sandra McMakin and George Shirk ran it, with the help of Howard Griffin and Doug Andrew. There were about 8 students. Most stayed to do their practical portion with about 6 Learn to Curl students.

We wish would have had more people at LTC.

The next is on October 27, 2007, with some sign-ups coming in.

The member clinics went well.

h) Treasurer's Report and Finance Committee:

Nichols, Armiger

i) GNCC insurance, liquor liability and general liability insurance

We've renewed our secured liquor liability and are in process of renewing liability.

Barry Nichols and Charlie Jennings are looking into confirming our property insurance and Director/Officer's Insurance, with utmost haste.

Barry recently ran the numbers to base our GNCC insurance, and will cut the check this weekend. It covers October 1 to September 30.

We haven't had good records about the term dates of our various insurance policies. Barry Nichols is now developing a financial calendar to avoid missing annual deadlines.

ii) September Financial Report

No September report was distributed.

We have paid the \$25,000 on the WCF loan.

Estimated balance in the bank (before insurance and Inaugural expenses) on October 18th was \$18,023. In general, there are no causes for concern.

iii) sales tax

Charlie Jennings is working on reviewing the receipts at a general level re store, bar, food, etc.

iv) proposals for independent funding support for competitive athletes

Sandra McMakin and Harvey Chalmers are developing more details on these efforts.

v) donor relations (letter)

The letter is still in development.

vi) club fundraising planning (Inaugural)

Doug Andrew does a wonderful job selling tickets.

i) **Operations Committee:**

Sethi, Armiger

i) General update (pro shop sellers)

The Committee should be sure to add “gutter cleaning” to the late summer maintenance list. Harvey Chalmers is already anticipating raising the prices of the pro shop to respond to taxes. The Committee will write a list of the people who can sell items from the pro shop and post it.

We have a Sam’s Club card with credit – Lisa Andrew and Susan Armiger have cards.

Charlie Jennings has a third card that someone can use with a PCC check.

Rachel Sethi and Charlie Jennings are coordinating lockers, particularly the supply and demand of large lockers.

j) **Vision Committee:**

Warner

no report expected

5) **Other Business**

None

6) **Next Meetings.**

Sunday, November 18, 2007 6pm

Sunday, December 9, 2007 3pm

5:55pm