



**The Board of Directors of
The Potomac Curling Club of the National Capital Area, Inc.
MINUTES: Season 2008-09 Meeting 3
August 20, 2008 7:00 pm**

Board Members Present:

Susan Armiger
Ann Drummie
Michael Fry
Sandra McMakin
Emily Morris
Barry Nichols
Rachel Sethi
George Shirk
Rich Warner

Board Members Not Present:

Bruce Black
Brian Galebach

Members Present:

Van Anderson
Lisa Andrew
Ron Aubin
David Bykowski
Ken Wray

1) Call to order
7:15pm

Warner

2) Approve minutes of July 9, 2008 Meeting

Drummie

Motion – Fry
Second – Nichols
Vote – Approved

3) Special Issues

Warner

a) Brian Galebach resignation from the Board of Directors

An email was sent to all directors from Brian Galebach indicating his resignation. We are sad to see him leave.

Rich Warner recommended that the Board appoint Lisa Andrew, as she was the candidate who tied in the vote count with Bruce Black at the annual meeting. The Board agreed. Lisa Andrew accepted to serve. She will reduce her involvement on the Membership Committee and co-chair the Leagues Committee with Emily Morris.

b) Anti-discrimination policy

Brian Galebach's letter referenced a draft policy that he submitted to Rich Warner and Barry Nichols. The Board asked Barry Nichols to incorporate its review within the Ad Hoc Committee about age and bonspiels. The Board is interested to know what is inherent in the 501(c)3 status.

c) Yoga classes

Michael Campbell had asked to host a Yoga for Curlers course in the warm room. We have missed his deadline for approval, but the Board discussed the scenario to be better prepared for future requests. Two basic issues would need to be understood.

1. Who and what is covered under our liability insurance? Does the policy cover members and guests equally? (if we all sign the same waiver?) If not, how is a member defined in our policy? (in good standing as of a certain date? On the list submitted to the USCA? Including or not including social?) How would a guest ever be covered? What does the policy cover about use of the warm room, and particularly use of the warm room in the off season (ex. work days, yoga classes)? If an activity like a yoga class would require additional insurance for members and/or guests, how much would it cost per person?
2. If a fee is being charged for participants, what is the revenue being applied against? Where would any profit go?

Barry Nichols will call Steve Gutro to answer what's covered under the USCA liability insurance policy.

d) Film project

Richard Keel of BrainCo Productions has asked for permission to shoot some scenes for a movie at our facility. We would have the option of declining upon reading the script (once available) which is a spoof on inspirational sports movies. The Board remains open to the idea, and acknowledged that some people already come to try curling because they think it's silly. Ann Drummie will continue the dialogue with Richard Keel.

4) Financial Report ending July 31, 2008

Armiger

Charlie Jennings has not provided the fiscal year 2008 report yet. Barry Nichols will track Charlie's progress.

Susan Armiger reported that our account balance on June 30 was \$42,022.45, and the CD was approximately \$52,000.

Susan Armiger is now learning QuickBooks to access the previous files.

5) Committee Reports

a) Finance Committee:

Nichols

i) Improved and enhanced procedures

Susan Armiger has started to draft a list of procedures. Ann Drummie would like to coordinate on setting the membership form procedures in the coming few weeks.

ii) Cost of an hour's use of warm room in summer

Barry Nichols reviewed the analysis distributed on July 10, 2008 identifying that a three hour period of electric usage in the warm room in the summer time would cost approximately \$5 to \$6.

b) Communications Committee:

Drummie

i) 2008-09 Calendar

An updated calendar was distributed. Rich Warner will forward details to Clai Carr.

c) Leagues Committee:

Morris

i) League coordinators for 2008-09

The working draft was distributed. Some slots are still to be filled.

Rachel Sethi will send an electronic league sign-up sheet to Emily Morris and Lisa Andrew for them to edit.

ii) TGIF reinvigoration proposal (league registration procedures, cap)

A proposal was distributed, including a process for addressing how to apply a cap and expand as appropriate. Howard Griffin is working with Jeff Ericson to develop a prototype test site for on-line sign-up. George Shirk suggested that if there is overwhelming demand, to consider making teams more than four people. Michael Fry identified that the five person team approach highlights the need for players to understand that the amount of play they may have may be less than in another league – a value for membership issue. Overall, the start time of 8pm should make it more attractive because of the Friday traffic issues.

The Board gave no specific objections to implementing the policy for the first half of this season.

iii) Thursday night league

The Board gave no specific objections and encouraged the committee to pursue the ideas presented.

iv) Women's/Capital League swap

The committee is not recommending the swap for this season. We would not be giving members enough notice. The results were mixed about its impact. There is not enough clarity about the extent of the problem.

v) Pre-formed teams in Men's league

The Board encouraged the committee to give everyone in this league a say in the structure of the league, at the beginning of the season. Perhaps this could be done by emailing players from last year to make them aware up front and allow some time to tweak the structure.

The Board encouraged presenting the goals of the league, and then the proposed structure to achieve them this year. Is the goal to be competitively balanced, to avoid diluting the draft pool, to give all members a positive experience, to give dykes players a strong training and learning environment? Is allowing pre-formed teams on Mondays actually doing these teams the service that was intended or would these players benefit more from the exposure of working with more experienced curlers?

vi) Juniors in Adult Leagues Policy

The committee generally recommended that a junior could play in a league if a team was willing to accept them as a team member and if the league coordinator approved. The coordinator could refer to the Board for approval. The committee is reviewing the previous policy which has more details based on age, and will confirm a final recommendation before the next Board meeting so that young curlers can plan their season.

Ann Drummie will drop the “adult” part from the membership form.

vii) Notes from the survey

Ron Aubin asked if the results of the survey could be posted. Emily Morris will implement this.

Emily Morris strongly suggested that board members read the comments for review

d) Training Committee:

McMakin, Shirk

i) Clinics:

The LTCs on Sundays will start slightly earlier than originally scheduled to be before Junior Program.

A Level I instructor clinic will be held on October 11.

FL Ettlín and Melissa Fox will run a Level I officiating, and they checking if they are capable of running a Level II at the same time. The date is TBD but does not require ice time. The committee is developing ideas for evening clinics at the beginning of the season. A GNCC competitive curling camp is being held at Nutmeg on September 26-28.

ii) Early ice at Nutmeg

The USCA has agreed to sponsor Nutmeg to assist with the costs of having ice earlier than originally budgeted. The clubs chosen for this funding are usually close to 'funded' athletes, so Nutmeg's selection is a nice surprise. To begin, they will host a Level I ice making certification course, as part of putting in the ice for September 8. Any curlers, with 48 hours notice, can get out there to play. There is a competitive curling camp September 26-28, and a hot shots camp scheduled.

iii) Instructor meeting

In order to support the Thursday league and the intermediate/advanced skill development, the committee wants to increase the pool of level II instructors and distribute the workload. A meeting will be held, possibly as part of the reception on October 5.

iv) Kids recruiting

The committee is trying to think of ways to bring kids in, which may create a couple of extra, dedicated, open houses.

v) training@curldc.org

The basic email now goes to an address that George Shirk, Sandra McMakin, and Howard Griffin have access to. Open houses and learn to curl reservations will be booked with this email.

e) Ice Committee:

Nichols

i) Level 1 Ice making clinic (Nutmeg September 6)

Sandra McMakin will forward a copy of the curriculum to Barry Nichols and Ken Wray.

ii) Ice making schedule update

Barry Nichols, Ken Wray, and Scott Edie are considering starting around September 12th to ensure that the ice ready on October 6th. Ken Wray is getting ready for recruiting helpers.

f) Events Committee:

Fry

i) Inaugural Bonspiel planning update (Goldline, flyers, hotel)

Melissa Fox and Rachel Treesh are co-chairing.

Rich Warner received permission from the Gardens for Goldline to use the parking lot.

Flyers will be going out ASAP with the Goldline info.

ii) Events logos in the ice

The Events and Ice committees are looking into having logos in the ice.

g) Ad hoc Committee re Age in Bonspiels:

Nichols

The committee met recently but determined that there was no easy solution.

- There remains a need for more information from outside the club (GNCC hosting requirements? What precedents are at other clubs? How does Chesapeake feel about any restrictions on the CPIB?)
- The committee is considering how to collect more info about how the membership as a whole feels about the topic, to better understand what would cause any division within the club.

- Need to better understand the risks of going forward with any designations and the risks of going forward with no comments on the topic.

Rich Warner asked for a report to be prepared by the next meeting, and anything that needs feedback to be distributed beforehand.

Ann Drummie will search for records of the juniors in leagues policy as applied over the last few years to forward to Barry Nichols.

h) Membership Committee:

Black, Sethi

i) General Notes:

Ann Drummie shared that the committee met earlier in the month and identified an overall focus to find new members, better get to know current members, and rekindle relationships with past members. Some of the topics of discussion included the following:

- Membership form: to be coordinated with new finance committee procedures
- Instructor vs. mentor vs. buddy: differences to be understood and applied
- Open House: stay with \$10 donation
- Rookie Rate: reduce to a possibly more attractive \$100, but add the value of a personal slider (at cost price to be determined from Harvey Chalmers). Of course if a rookie picks up or orders shoes then the slider would be deducted.
- Rookie Rate: reduce second half to \$150 which solves the problem of military, youth, and student second half rookies possibly over paying
- Carpool listserv: in light of gas costs, will probably set-up an optional listserv for ride sharing
- Scottish dinner: Royal Mile Pub dinner gathering, Thursday, September 11
- Opening gathering: Sunday, October 5 (reception, chili cook-off), more of a party and not a meeting (unless one is needed for a by-law or straw poll?)
- Start of season paperwork: We need an action plan.

The Board had no specific objections to the rookie rate changes.

i) Outreach Committee:

Warner, Black

No report.

j) By-laws Committee:

Fry

No report.

k) Vision Committee:

Drummie

i) Vision statement update (sport vs. club, statement words, SWOT)

Ann Drummie, Bruce Black, and Sandra McMakin had an initial meeting. The next steps are to develop a vision statement (sample words distributed) and a SWOT analysis, then to discussion and dialogue will need to broaden.

ii) 50th anniversary committee

The committee hopes to make a recommendation at the next meeting for a mandate for a special committee. This could be the primary vehicle for focusing on traditions and history and club.

l) Operations Committee:

Wray, Shirk

i) Work Party of August 17 follow-up

Ken Wray distributed an updated list of tasks. A lot of people did a lot of work this summer. Thank you in particular to Ken Wray, Barry Nichols, and Doug Andrew.

6) Other Business

None.

7) Next Meetings

Monday, September 15 7pm

Tuesday, October 21 7pm

10:09pm