



**The Board of Directors of
The Potomac Curling Club of the National Capital Area, Inc.
MINUTES: Season 2008-09 Meeting 7
December 14, 2008 3 pm Lundin Room**

Board Members Present:

Lisa Andrew
Susan Armiger
Bruce Black
Ann Drummie
Emily Morris
Barry Nichols
Rachel Sethi
George Shirk

Board Members Not Present:

Michael Fry
Sandra McMakin
Richard Warner

Members Present:

Van Anderson

1) Call to order

3:05pm

Warner

2) Approve minutes of November 23, 2008 Meeting

Motion – Sethi

Second – Nichols

Vote – Approved

Drummie

3) Committee Reports

a) Finance Committee:

Nichols, Armiger

i) Financial report ending November 30, 2008

ii) USCA/GNCC dues

iii) Bonspiel Sales Tax advice from Chicago Curling Club

iv) Insurance

v) Fundraising chair

Barry Nichols is working with Charlie Jennings to understand our history (especially through receipts) with all revenue (equipment, bonspiels, etc.) that may be impacted by sales tax, to analyze it and determine a strategy to address it. He noted that the CCC has asked its bonspiel chairmen to breakdown all paperwork for taxable and non-taxable, probably because their bonspiel fees sometimes include liquor. The Maryland tax rate is 6%.

Ann Drummie has finished the Excel worksheet for GNCC/USCA dues and calculated the total dues. Barry Nichols and Susan Armiger will get the check in the mail. Ann Drummie will forward the worksheet by email to the GNCC contact.

Barry Nichols is still coordinating with USCA/GNCC for insurance, which will be connected with our current roster size. He has spoken with Steve Gutro:

- o We're also missing a liability insurance policy paperwork.
- o He can get us the director's and officer's insurance for us.

A financial report through December 12, 2008 was distributed.

Rachel Sethi asked about the feasibility of getting \$7,500 in membership revenue. Ann Drummie offered to check the calculations for second half partial payments, rookie second half season payments, and resulting equivalent new rookies needed.

Barry Nichols will draft the new end of calendar year donation letter for Ann Drummie to send out electronically. Barry will handle sending any hard copy versions by mail.
Credit card machine: Susan Armiger has recently hung instructions to guide credit card machine users. The Board will expect that the Committee will propose an alternate approach to credit cards to impose in 2009-2010. Ex. remove it? Have alternate pricing? Have discounted pricing for cash? Push the message of asking for donations of 7% if using a credit card. We are handling approximately 30 transactions for \$6,875, and we have paid \$488 in fees, approximately 7%.
Rachel Sethi will look at roster for candidates for fundraising co-chair.

- b) **Events Committee:** *Fry*
- i) **BIG Spiel**
Lisa Andrew said for FL Ettlin that the BIG spiel should break even. There were eight teams. It was a good time. There was lots of food, a good gift exchange, and Wii bowling (31 participants). Overall it was well attended. The winning team was "Take out or Delivery" with Brian Galebach, Richard Chen, Pete Morelewicz, Charlene Macedo.
- ii) **Hangover Spiel**
The announcement has been sent.
- iii) **Junior Bonspiel**
No report.
- iv) **Maryland Senior Olympics**
We will be part of an event with Gardens Ice House on Saturday, Feb. 14. Hopefully the set of new sticks be available by then.
- v) **Hat in ring for Women's Scot Tour 2011**
It is believed that Michael Fry submitted our letter of interest.
- c) **Outreach Committee:** *Warner, Black*
- i) **General update**
No report
- d) **Training Committee:** *McMakin, Shirk*
- i) **General update (camera, wheelchair clinic)**
George Shirk has purchased a camera.
Howard Griffin and George Shirk are going to Chesapeake on Saturday to do a Level I clinic. A wheelchair clinic is scheduled for the afternoon of Friday, March 13.
- e) **Membership Committee:** *Black, Sethi*
- i) **General update (January OH/LTC)**
Rachel Sethi has received more names from Dominique Banville and George Shirk to add to her master list to promote the OH and LTC.
Emily Morris will ask the Saturday afternoon league to move later to accommodate a noon OH start on January 10.
Lisa Andrew will talk with Virginia Chalmers and Sandra McMakin about combining Middle Rocker and Juniors on January 11.
Once Rachel Sethi hears, she'll start advertizing the dates.
- f) **Leagues Committee:** *Andrew, Morris*
- i) **General update**
Electronic sign-up forms should be ready to go. We'll send out a notice in early January.

- g) **Operations Committee:** *Wray, Shirk*
 - i) **General update**
Locker payments are pretty much all settled up.

- h) **Ice Committee:** *Nichols*
 - i) **General update**
We are not going to flood. We will do some extensive maintenance to remove dirt in particular spots. This may reduce the ice closure from 3 days to 1.

- i) **Vision Committee:** *Drummie*
No report.

- j) **Communications Committee:** *Drummie*
 - i) **2008-09 calendar**
Distributed.

- k) **GNCC:** *Warner, Christenson*
 - i) **Efforts to track down GNCC trophies**
All info has been sent to Richard Warner.

- l) **By-laws Committee:** *Fry*
No report.

- m) **Ad hoc Committee re Age in Bonspiels:** *Nichols*
No report.

4) Other Business
None.

- 5) Next Meeting**
Sunday, January 11, 2009, 2:30pm (without Ann Drummie, Sandra McMakin)
Sunday, February 15, 2009 2:30pm (without Sandra McMakin)

4:10pm