



**The Board of Directors of  
The Potomac Curling Club of the National Capital Area, Inc.  
MINUTES: Season 2008-09 Meeting 11  
April 21, 2009 7:00 pm Lundin Room**

**Board Members Present:**

Lisa Andrew  
Susan Armiger  
Michael Fry  
Sandra McMakin  
Emily Morris  
Barry Nichols  
Rachel Sethi  
George Shirk

**Board Members Not Present:**

Bruce Black  
Ann Drummie  
Richard Warner

**Members Present:**

John Hale  
Jason Sethi  
Barb Shirk  
Ken Wray

- 1) **Call to order** *Fry*  
7:04pm
  
- 2) **Approve minutes of February 15, 2009 Meeting** *Fry*  
Motion – Armiger  
Second – Shirk  
Vote – Approved
  
- 3) **Special Issues** *Warner*
  - a) **Board of Directors and Awards Nominating Committee**  
Directors:
    - Nominees have been asked to prepare a 250 word statement by April 29.  
Rachel Beyerle  
David Bykowski  
Richard Chin  
Ann Drummie  
Jeff Erickson  
John Hale  
Pete Morelewicz  
Paul Swartz  
Ken Wray  
Benjamin Yeung
    - There was discussion on how nominees are selected and whether we should be targeting certain skillsets (ex. finance), as well as how we could have people run for specific offices. The Board will consider in the future how to give the Nominating Committee direction on trying to recruit candidates with certain skills.
    - Election results could be made available upon request.

Awards:

Nominations for awards have not yet been consolidated, but will be ready for the May 5<sup>th</sup> meeting.

- b) **Annual Banquet** (organizer, cost, catering, emcee)  
Tim Harwood agreed to be emcee. Jason Sethi offered to run the food portion of the event (appetizer & dessert brought by members). George Shirk will be the fundraiser person. Awards presentations need to be better coordinated this year.
- c) **Annual Meeting**  
Determine agenda at May meeting.

**4) Committee Reports**

a) **Finance Committee:**

*Nichols, Armiger*

i) **Financial report**

Revenue is close to projections. Finance committee wants to do further breakdown of numbers, particularly related to events, to see if they can be made more profitable. Rentals made \$8,900 which appears much better than in past years. Our portion of the CPIB (Meltdown) is approximately \$1,280. We are still waiting for the GNCC check for the Mixed.

ii) **Insurance**

Insurance on the property has been renewed. Barry Nichols has a certificate for liability and D&O insurance effective 12-01-08 through 12-01-09.

iii) **Advertizing**

*Hale*

John Hale talked to Clai Carr. We are not bound by any of his advertising agreements. His only exclusive is Coke and so it might be best not to target Pepsi. TGIH rates are higher than any proposal we've drafted so far, so we may move ours up to \$500-\$1,000. An initial test of the brochures has identified Hooters as a potential interest.

We will need to execute an advertising agreement (obligation to display ad for several months, can change out banner ads for a fee) with any advertisers. Barry Nichols suggested that the contract should be signed by an officer. Barry Nichols also asked that the draft of the general advertizing agreement be electronically through the Board for mark up.

Michael Fry suggested that we discuss placement of ads, including the button, which would be increased to 2 feet. In-ice logos need to be wrapped up in time for September placement (need lead time to get printed by specialty printer for in-ice).

b) **Events Committee:**

*Fry*

i) **Cherry Blossom update**

The event went well, with positive feedback.

ii) **World Rotary update**

Ken Wray has discussed how to use TGIH ice with Tom Hendrix. Ken Wray has also analyzed what resources it would take to have two additional sheets and identified

\$1,600 worth of items that may be needed and approximately \$1,000 of equipment potentially borrowed from the Chesapeake Curling Club. The group will meet next month to plan further. Ken Wray may go to Pittsburgh to see the transformation of their ice for the Tropicurl.

**iii) TGIH Alarm at Final Fling**

People going to the restrooms late at the Final Fling set off the Garden's alarm around 2 am. The incident was reminder to maintain communication with the Gardens. If it is expected that curlers will be using the bathrooms after 10-11 pm then let them know, so they can prepare for the alarm. Barry Nichols thinks the problem manifested itself late in the year because the hockey rink is not used in the evening on the weekends later in the season, and they are not used to checking our warm room as much at that point.

**c) Outreach Committee:**

*Warner, Black*

- i) **General update** (rentals)  
No report.

**d) Training Committee:**

*McMakin, Shirk*

- i) **General update** (First-Aid)

The committee is still looking at setting a date for a First-Aid 4 hour clinic, in May. Sandra McMakin would like to send an announcement looking for old equipment (brooms, shoes) to donate to the junior program. The committee is considering buying grippers and pull-on (versus slip-on) sliders for increased safety with beginners next season.

**e) Ice Committee:**

*Nichols*

- i) **General update**

Ken Wray worked with Siemens to refresh the deionized water and will need to come back next month to pour the bottles. We may continue on a once a year replacement schedule (typically September). The ice is melting. Thanks to Ken Wray for shutting it down.

**f) Operations Committee:**

*Wray, Shirk*

- i) **General update**

Ken Wray distributed a To Do list. Ken Wray suggested that the locker rooms and the kitchen need to be painted over the summer. Rachel Sethi offered the use of her carpet shampooer and to donate an old vacuum. Susan Armiger says a few people want to decorate or "warm up" the warm room at no cost to club. Rachel Sethi will work on an announcement around the annual meeting reminding people to clean out their lockers. Work Days are scheduled for Saturday, July 11 and Sunday, August 16.

**g) Leagues Committee:**

*Andrew, Morris*

- i) **General update**

A meeting scheduled for Sunday, May 3 at 4 pm to talk about changes for next year, particularly to accommodate the Olympics. This may include scheduling at least one league (possibly Friday) to go for 2/3-1/3 of the year sessions to have a shorter Olympic league start after the Olympics.

Pizza league coordinators were Lisa Andrew and Jason Kasperek but neither can serve in that position next year. Jason Walker has agreed to co-chair, but would like another co-chair. Jason Kasperek will help get it started.

- h) **Membership Committee:** *Black, Sethi*  
No report.
- i) **Vision Committee:** *Drummie*  
No report.
- j) **Communications Committee:** *Drummie*  
No report.
- k) **GNCC:** *Warner, Christenson*  
i) **Representative**  
Neil Christenson resigned from being our GNCC representative. Sandra McMakin has agreed to be the representative.  
The GNCC this year wants 3 people from each club to participate in the workshop being held at the Annual Meeting on May 16. Michael Fry will send out a carefully worded message with two inquiries. 1) We need a rep; 2) We need two additional people to attend. Interested parties should contact the PCC Board, and Sandra McMakin will contact that person.
- l) **By-laws Committee:** *Fry*  
No report.

**5) Other Business**

**i) Graduation Party**

We have received a request to use the warm room for a graduation party. The anticipated rental fee is \$500. Barry Nichols highlighted that we are only covered for events related to our purpose and that we may be taking a fair risk unless they have their own insurance. It was decided that we would turn down the request. Lisa Andrew will let the group know. Further, we will change the website to avoid further requests for rentals of the warm room.

**ii) Liability Forms**

Rachel Sethi will help Ken Wray determine which waivers can be tossed. We want to also log the emails from them into a database.

**iii) Newsletter**

Sandra McMakin offered to create a new newsletter. Rachel Sethi and Emily Morris also volunteered to help, and will check-in with Ann Drummie and Howard Griffin.

**6) Next Meeting**

Tuesday, May 5, 2009 7:30pm (Awards, GNCC issues)  
Saturday, May 30, 2009 Annual Meeting

8:53pm