

GEWC BOARD MEETING MINUTES

Golden Ears Winter Club

April 5, 2023

APPROVED

In Attendance: Meeting was held via Zoom

Glen Shipp; Janet Dunkin; Terry Hawley; Jason Peckham; Gord Urquhart; Jay Wakefield

Regrets: Andrew Watsyk

Managers: Dean and Shannon Joannis

Chair: Jason Peckham

Recording Clerk: Janet Dunkin

Call to order: 7:09

1. Approval of Minutes

The minutes of the meeting of March 9 were approved as written. Moved: Jason/Terry

2. Treasurer's Report for March 2023

Actual report is appended.

We still have a surplus of \$11,293. GIC's have been renewed at a combined 3% rate. They are cashable if necessary. The CEBA loan has also been renewed at 3%. The interest income is just under \$1000. Glen recommended we ask for a review engagement from an accounting firm. Moved: Glen/Terry. Carried.

A meeting will be held with the city's Russ Brummer in May; Glen would like the city to consider accepting a lump sum payment to repay the monies we owe the city, perhaps 30%. Glen would like the (soon to be) new treasurer, Paul Dunkin, to also attend.

3. Manager's report

- a. Report is appended.
- b. The management team would like the board to create a policy around fund raising in the club. This will be dealt with in a future meeting and will be placed in Action Items.
- c. The Curl BC 50/50 raffle has been a success and has provided the club with about \$650 in income.

4. Directors' reports

- a. **Gord** had nothing to report.
- b. **Andrew** was absent.
- c. **Jay** has not had much time to work on the website and will be even busier soon (baby #2 is due imminently). Vince Hodges has volunteered to help with this and Jay is happy to accept this offer. **ACTION: Jay** to liaise with Vince as needed.
- d. **Terry** – Jason suggested a change of name from “standard operating procedures” to “business continuity”. Terry will keep working on this over the summer (despite coming off the board in June).

5. Action items

- a. Jason suggested a different governance structure, called a ‘director portfolio’ approach. He will flesh this out and propose a structure by next meeting. **ACTION: Jason**
- b. The board moved (Glen/Janet) that Earl King be granted Lifetime Membership status. Carried unanimously. Earl has fulfilled all the qualifications for this honour.
- c. For volunteer of the year, the board is happy to endorse the recommendation of management that Linda Kazulin be granted this honour. (Moved Glen/Jason) She has gone above and beyond in helping with juniors, school groups and many other occasions. Shannon will also approach Curl BC to ask about their Volunteer of the Year to submit Linda’s name. **ACTION: Shannon**
- d. Jason has discussed the management contract with Art of Curling and they are considering their response. He noted that the Professional Services part of the agreement is not part of the contract and will be added as a one page addendum, if approved by them. **ACTION: Jason, Dean and Shannon**
- e. Hosting a provincial event: Curl BC has advised that they only have one event left that they need a host for, and it is not suitable for us. We will explore this option for the 2024/25 season.
- f. Volunteer program: good communication with the membership is key for this to work, even if details haven’t been worked out. Jay has researched other clubs, one of which had a well-defined document about volunteer hours. He will send the board a copy. Corrie Hodges has volunteered to help with this. She has a background in HR. **ACTION: Jay**
- g. Dean has a vision of what he’d like to see in terms of volunteer structure. The management team will be involved in the creation of this; the first goal is to assemble an executive working group. These key volunteers, in partnership with management, will creatively explore the possibilities and opportunities for club growth and development. Overall, the objective is to establish a volunteer workforce with a unified and systematic approach. The next step is the creation of a group to set up the framework for volunteers. **ACTION: Jason, Dean and Shannon and others (tbd)**

6. New Business

The date for the AGM is set at June 23, 2023. Shannon will communicate this to the membership.

Next meeting: May 10 @ 7 pm

Adjournment: 8:42

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Treasurer's Report – April 4, 2023 – Re: February 28, 2023 Internal Statement

Financial results

The financial statement for the period from the April 1st through February 28, 2023, representing eleven months of the 2022/2023 fiscal year, is attached for your review. The income statement reports total revenue of \$379,733 and total expenses of \$332,381 generating a surplus of \$47,352.

Items of note continue to be significant increases in lounge, concession and pro shop revenue. Rental income which includes ball hockey revenue as well as lounge and special event rentals is also up substantially. A further rental was received in March for \$8,400 which is not reflected in these results. Club dues are also up from the prior year as membership returns to pre-covid levels.

The balance in our operating account on February 28, 2023, was \$116,697. Our term deposits were renewed in early March and consist of a 1-year cashable deposit of \$30,000 at 3.0% renewable in March 2024, a 1-year cashable deposit of \$15,000 at 3.0% also renewable in March 2024 as well as two cashable deposits of \$2,500 each at 2.75% renewable on Oct 12, 2023. The repayable portion of our CEBA loan was also reinvested at 3% in a cashable GIC bringing total term deposits to \$90,000.

On the liabilities side of the balance sheet the accounts payable and accrued liabilities consist primarily of the loan payable to the City of Maple Ridge of \$35,808 and the utilities invoices for January and February totalling \$8,257. These items alone total \$44,065 of the \$50,787 reported on the balance sheet. The balance consists of regular trade payables. The December utility invoice was paid in March. The February 23 invoice has not been received as of today's date.

As reviewed and directed by the Board at its March meeting the following expenditures were incurred in March 2023, all focused on enhancing our curlers experiences at the club.

Financial Projection

The items purchased after a four-year hiatus on all improvements included the following:

a) TV/monitors for all curling sheets both upper and lower levels	\$11,676
b) Bar fridge	\$ 3,919
c) Cameras for all monitors	\$13,687
d) Commercial vacuums (2) for lower and upper lounges	<u>\$ 1,426</u>
Total	<u>\$30,709</u>

A preliminary projection for the club's financial position at March 31/23, the club's year end, is in the range of \$7,500 to \$15,000. To arrive at this number the above expenses as well as known March expenses for our management contract and March utilities have been included. There will be limited income in March and it has not been included in this estimate. A copy of this estimate is included as a separate tab on the financial statement worksheet.

GEWC MANAGERS REPORT – April 5, 2023

City Relations/Facility Update

The transformation to dry floor was a sprint this season. The wiring installation for the ice shed camera system pushed two days off the calendar. This triggered the need to deploy an evening volunteer group which proved to be very beneficial. Prior to the melt we had volunteers come in to move tables, chairs, shelves etc. from the lobby and upper lounge into the storage rooms out back.

Four pickup truck loads were taken to the dump/recycling, as a BIG clean up and purge was required in the back storage room and ice makers room to create more space for storing items.

Evolution AV came in and completed the wiring project March 23rd and 24th. Again, this initiative was fully subsidized via the Curl BC 10k grant we received. As covered off in Glen's report, TV's and overhead cameras were purchased, allowing us to move into Phase 2 and 3 of the overhead camera project.

Thank you to Jason and Dean for their help and guidance in acquiring these items, a lot of time and effort went into making these purchases.

Dean took full advantage of having the scissor lift in the building - the two swinging lights in the ice shed have been zap strapped to the beams. Now when the heaters go on these lights will remain stationary.

The upper lounge is currently being painted. The city repaired the east wall as there was damage due to moisture around the window. Painters gave us an approx. 3 week timeline as to how long it would take them to complete the project. Once completed we will re-assemble the working group at the club to put the upper lounge back together (minus putting up anything on the wall until it's determined what will actually be put back on display)

The lock for the doors going into the upper lounge was not working and a service call was made to bring in a locksmith to fix. Parts under warranty.... may be charged for call out..tbd

Ball Hockey started April 1st. Meetings occurred with the same staff from last season (Barrie, Yvonne and Jill); Steve our current janitor employed to continue with the janitorial services.

Walk through with the city (Russ Brummer), ball hockey president (Mike Lind) occurred on March 27th. Shannon captured photographs of the facility, specifically the change rooms and lower lobby to document state of facility pre-ball hockey season.

Bonspiels:

GEWC Open Bonspiel - March 11-12th, with 22 teams, run over the course of two days; the event was a big success, again thanks to Janet and Paul Dunkin for their leadership as event organizers.

Event saw a surplus due to a great 50/50 and Raffle - \$647, Bar grossed - \$1,949.30.

Year End Wrap/ Volunteer Appreciation – March 18th

Nice day, approx. 50 people in attendance, nice way to wrap up the season. Many hands on deck to help with removal of stones into back storage room. Curling, food, off ice fun and prizes.

Other (*did not address this at last meeting*)

Management feels there needs to be some sort of policy when it comes to individual or team fundraising at the club. If a team wants to fundraise for their curling season, then why not, but if someone wants to come in and set up a table to fundraise for a cause outside of curling, we need to discuss this, we do not need a flea market type of atmosphere at the club occurring....and sometime some of the fundraising requests can be political. Board Discussion.....