

PEACE ARCH CURLING CLUB

MINUTES OF BOARD OF DIRECTORS MEETING

Held at Peace Arch Curling Club on August 26, 2025

- **Call to Order**

The meeting was called to order at 6:40 pm.

The following Board members were present: Christine Makasoff, Greg Christofferson, Mark Thorvaldson, Mark Evans, Joel MacDonald

The following board members were not present: Mary Holmes, Keith Gracey, Stan Turner

Also present: Ross Scott

- **Agenda: Moved/Seconded (Greg/Mark T) Motion Carried** that the agenda for this meeting be approved as published
- **Approval of Minutes of July 22, 2025 Board Meeting: Moved/Seconded (Mark E/Greg) Motion Carried** that the minutes be approved as amended.
- **Business arising from previous meeting**
 - a) Written agreement for advertising sales rep: deferred to next meeting when Keith is present
- **President's Report**
 - Christine met with John Stech from City of White Rock. Working on updating the operating agreement such that PACC is no longer required to share costs for the building envelope. This was just the initial meeting– expect it will take a while to get agreement and get it completed.
- **Manager's Report**
 - Draft Manager's Report sent by email
 - Pickleball rentals grossed approximately \$1800, minus \$800 costs for paint. The honor system for payment of fees seemed to work well. In the future we need to consider how security will work. Consider adding two more courts next year? PACC might want to consider running leagues/programs ourselves next year?
 - League enrolment highlights
 - Monday appy league still short 1 team
 - Novice league Sat AM only 4 teams registered, however a number of people have registered as individuals
 - Friday TGIF league is full
 - Friday Night Open league currently has 9 teams registered. Doesn't really work for two draws. Not clear how we will handle this.
 - Financial
 - Michelle McKinnon is helping to clean up the books. Michelle is aware that we need this resolved in time for the grant applications.
 - Suggest to put out a call at the AGM for an official treasurer

- Need to add funds to our capital account have a minimum \$106,500 balance to support Capital Gaming Grant application
 - The \$32K that PACC received from SportBC has already been added to the Capital account
- Started drafting rules for the Saturday novice league
- Newsletter advertising
 - Agreed that PACC will offer opportunities for advertising in the PACC newsletter
 - Rate will be \$50 for a small ad
 - Newsletter will include disclaimer that PACC doesn't endorse any paid advertising
- PACC endorsement of CWR council candidates for by-election
 - PACC will not endorse any specific candidate. Instead PACC will highlight any candidates that have a platform that that is aligned with the mission of the club. PACC will state that we support the HALP initiative re. active living on the peninsula. Need careful consideration of the wording to avoid inflaming other candidates. Ross will draft proposed wording for inclusion into the next newsletter, for board approval
- Facility
 - Need to start thinking about replacement of lounge furniture, tables and chairs. Perhaps form a committee that could pursue the lounge refresh
 - Kitchen repairs – we are spending a lot of \$ to maintain aging equipment. Will soon need to start thinking about replacing that equipment instead of continuing to repair.
- **Committee's Reports**
 - a) **Capital Fundraising** (Mark Evans)
 - Status of Capital Gaming Grant application for condenser replacement
 - Window open, Sept 1 – Oct 15
 - Financials is the big piece that is missing from our application. Also missing letter of support from CWR councilor
 - Community benefit and inclusiveness have updated criteria. Significantly less space in this year's application compared to previous years. Will have to adjust the draft that we already prepared
 - New rules mean we can only apply every 3 years – used to be every year. This doesn't align well with our plan for ice making equipment replacement. Do we hold off on the ask this year and ask for \$250K next year for condenser and chiller instead? Or push the chiller off for an extra year? If we don't apply for the \$106K grant this year then we will have to give back the \$32K SportBC fund
 - John Bogar applied for Peace Arch Hospital Foundation Grant. Got approval to submit full application. Agreed that we will submit the full application.
 - How to handle the \$32K from the SportBC fund
 - Discussed above
 - How to secure the portion of 5-year Capital Plan funding that will not come from new building fee
 - Need to figure out how much comes from building fee. Good discussion for the AGM
 - Appeal to membership for someone to champion future fundraising efforts
 - Future consulting costs
 - We are having trouble getting a detailed cost for the full ice plant replacement project. Most suppliers won't spend time on this unless we are serious. We may need to engage a consultant to prepare a cost estimate. A consultant will be significant cost, maybe \$10K-\$15K
 - The board agreed it is not willing to fund that much consulting cost. Will look at other alternatives to get this funded

b) Facilities (Mark Evans)

- Review three years of City of White Rock costs
 - There has been a 15% increase in CWR costs over the last 3 years. This should be communicated to membership at the AGM in the context of fee increases

c) Leagues (Greg)

- Nothing to report

d) Ladies Morning League (Mary)

- Mary not present. Defer discussion

e) Events (Keith)

- Keith not present. Defer discussion

f) Membership and Marketing (Mark T)

- Attended first session of WR Farmer's Market. Had some issues with communications so were late setting up.
- Successful PACC promotion during at the Rotary book sale, welcoming people. Public seemed very supportive of PACC.
- There is a CAHF grant that John Stech referred us to. Agreed that PACC wouldn't likely qualify so will not bother pursuing it further
- Will also apply for the PCMCA grant. Will apply the funding to host Aspira for afternoon curling

g) Constitution and Bylaws (Greg)

- Nothing to report

• New Business

- Preparations for AGM
 - Post the agenda two weeks prior to AGM. Will use the standard AGM agenda
 - Need to elect a nominations chair in advance
 - Want a list of people who will run for the board in advance
 - Want to explain capital plan
 - President's report will explain the fee structure
 - Want to have prep meeting prior to the AGM
 - Will decide on AGM date and agenda at next meeting
- Reviewed a comparison of PACC rates vs other local clubs. PACC rates are generally in line with other clubs
- Safety briefing with each league
 - Agreed to do a safety briefing with every league each year. Ross will coordinate this.
- Discuss separate session to develop a club mission/vision (Mark)
 - There is already a mission/vision in our PACC constitution
- **Next Meeting:** Sept 29 at 6:30pm in the club lounge
- **Adjournment:** Adjourned at 9:05 pm

2025-26 Comparison of Curling Fees

Source: Club websites and Curling IO
See tabs by club

Cost per Game (\$)	Peace Arch	Thistle	Tunneltown	Cloverdale	Langley	Abbotsford	Chilliwack	Nanaimo	Parksville
Day Masters	14-15	tbd	11.35	7.35	11.25	13.3-14.5	12.50	16.63	12.73
Night Men's	16.00	14.40	14.42	14.00	16.00	15.42	16.67	18.38	15.00
Night Open	16.00	14.40	14.42	13.42	16.00	16.09			16.36
Discounts	limited to masters		50% for 2nd league 60% for 3rd league 100% for 4th league	8% for 2nd league			10% for extra leagues		
Bldg/Membership Fee	incl in game fee	40	75	0	100	40	50	55	50
		Facility	Membership		Optional	Contingency	Facility	Annual or, once??	Capital

2022-23-24 Actual Operating Costs Allocated to Peace Arch Curling Club Leased Area

Source: City end of year billing

PACC Common & Leased Area Operating Costs	2022	2023	2024
(1) Electricity (based on PACC QMC meter consumption %)	37,853	44,401	39,136
(2) Gas (PACC 53%)	11,000	12,439	13,373
(3) Water (PACC 60%)	8,785	9,896	9,113
(4) Property Insurance	14,963	18,004	21,254
(5) CWR Facilities Staff Wages	2,785	3,813	3,587
(6) Contract Maintenance	12,907	16,175	14,972
(7) Maintenance Supplies	269	920	841
(8) Contract Security	380	380	190
(9) Sewer User Fee	1,390	1,460	1,540
(10) Telephone	441	437	419
(11) Pest Control	115	147	231
(12) Contract Garbage/Recycling	3,427	4,004	4,101
(13) Contract Janitorial	2,725	2,820	2,973
(14) Janitor Supplies	666	477	615
Total	97,704	115,374	112,344
(15) 5% Admin Fee	1,711	1,896	1,781
Total PACC Costs	99,416	117,270	114,125

Italics indicates that the major portion of the cost is PACC direct

Optimal Ice - Manager's Report for Peace Arch Curling Club

August 26, 2025

RENTALS

- **Lounge** – most rentals were related to Fraser Health/ Cel of life
 - Upcoming in sept a reunion
- **Rentals – Dry Floor:**
 - Booked in – Rotary completed
 - Pickleball – there is a profit and use if we have a competitive league and recreational one as well – learn to picklball etc. We would need a manager for it. Potentially hire one of my ice makers to run it during the summer. On site supervision.

CLUB ACTIVITIES

- **League Schedules**
 - Appy league - almost full – short one team
 - Novice league is down to 4 teams with a few singles.
 - Friday TGIF- Full
 - Try curling – 1 day event 5 in am and 3 in pm
 - Learn to curl – 11 in learn to curl
 - Monday night – 11 teams but not all full
 - Friday night –9 teams – decision to be made to go to 1 draw and loose a team
 - Tuesday night mens – 11 teams- missing registrations
 - Wednesday night – 11 teams- missing registrations
 - Thursday night mens – 11 teams- missing registrations
 - Sunday afternoon – 8 teams – down 4 teams
- **Pro Shop** – small order in – Hardline bought by Goldline. We don't get the big discount on broom and gloves anymore
- **Bar** – changing some of the prices by 50 -75 cents and lowering some others based on price per ounce. Have to list more sizes on menu due to liquor rules.
 - with a possible 1 draw on Sunday afternoon we will need to move to volunteer bartender for that league.
- **Financial**
 - Pass on books to Michelle for a once over to fix some of my posting errors.
 - 308 registrations (includes golf) –
 - 184K in fees currently in Curling IO Last year ended at 270 k - on pace compared to same time last year
 - Current Savings: coast 106k capital fund 37k in operating Scotia 71k plus 4k in gaming
- **Bonspiel Policy – needs approval/formatting**
 - Writing Saturday novice rules

BUSINESS

1. New contract for Optimal – added a clause that if we go beyond the number of draws/spiels last year addition fee's will be incurred.
2. I worked for free this summer and will not charge club – donation to the cause
3. Newsletter advertising
4. Notifications of support for candidates and HALP-

EMPLOYEES

- One bartender went back to school and is not available till January so I hired a new one for mens night.
- Daina not able to work every Monday so she will job share with a new bartender who can only work alternating Mondays

FACILITY

- Paint lounge during Summer?? Or just white around bar area to lighten up space
- Floor needs shampooing
- Kitchen repairs - \$1383.70 2 shut off valves in gas stove broken so pilot light goes off plus maintenance on it. Sandwich cooler cost \$2000 to fix – lots of issues. Current problem is back room freezer not working - wont keep temp – kim has parts ordered
- Noted all appliances owned by club are over 15 yrs old except dishwasher which is refurbished one.
- Kitchen struggled this summer for business- they are in arrears for August rent
- We have 1 deep fryer to store or sell and 1 convection oven to store. (not recommending selling)
- Meeting with tenants tomorrow regarding facility safety issues.

Action Items

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| 1. Small chest freezer 3.5 cubic feet -could still use | - on hold |
| 2. The kitchen sandwich cooler is not working. | -RKT repaired |
| 3. Bar - jug cooler not working | -RKT investigating |
| 4. Need plug installed for air fryer | -postponed |
| 5. Digital thermostat for beer cooler | -cost tbd |
| 6. New runner for walk in area being sourced | - In progress |
| 7. Return it campaign - submitted request for \$500 | - \$paid to club |
| 8. City invoices last week. – \$51 for 2 quarters. | - no paid but posted |
| 9. New contract 2025-2026 season | - submitted |
| 10. Newsletter paid adverts | - approval needed |

Ross Scott- Optimal Ice Curling Services Ltd.

Manager of Peace Arch Curling Centre