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Niagara Falls Curling Club Meeting Minutes

September 19, 2022

Call to Order

A meeting of the NFCC Board was held on Monday, September 19th, 2022 in the lounge at the Niagara Falls Curling Club. The meeting began at 7:00 pm and was chaired by Board President, Rob Walters.

Attendees and Regrets

Directors in attendance included: Stephen Fish, Claire Fish, Jamie Brunaccioni, Jeff Glover, Schelley Hiebert, Laurie Simpson, Randy Elliott, Tim Williams

Joined in progress: Jackie Lynch and Karen Williams

Regrets: Spencer Maves

Staff in Attendance

Sean Ford

Guest in Attendance

Jason Mostowy from Bridgman & Durksen CPA

Approval of the Agenda

A motion to approve the agenda for tonight's meeting was made by Laurie Simpson and seconded by Schelley Hiebert. Motion carried.

Approval of Minutes

Draft minutes for the August 15th board meeting were distributed prior to meeting.

Stephen Fish advised there was a typo in the draft minutes which will be corrected to Team Brandwood.

A motion to accept the August 15th board meeting minutes with the correction was made by Stephen Fish and seconded by Schelley Hiebert. Motion carried.

Presentation of the Year-end Financials:

Jason Mostowy from Bridgman & Durksen CPA provided an overview of the draft year-end financials ending May 31, 2022 including:

- \$103,000 in the Club's bank account;
- \$129,000 in current assets;
- No amount owing on the Club's line of credit;
- Requirement to repay \$40,000 of a federal government COVID-19 relief loan by December 31, 2023;
- \$74,000 outstanding in debentures

(Jackie Lynch and Karen Williams joined the meeting during Jason's presentation.)

The draft year-end financials were also reviewed by the Finance Committee.

A motion to approve the year end financials was made by Jeff Glover and seconded by Karen Williams. Motion carried.

Jason will finalize the documents for signature so they can be distributed for upcoming Annual General Meeting.

Manager's Report

Sean Ford provided an update on the following items:

- 80 curlers have registered to date using the online system. Sean is happy with the online system and demonstrated how the system provides up-to-date information on member contact information, the league rosters, membership options and breakdown of fees.
- There will be four computers set up for the Open House/BBQ to allow online registrations.

- The issues with the compressor have been resolved and ice-making continues. Due to the warm outside temperature in September, both compressors are required to be operating. Sean is on track to install hack plates and have ice painted on September 29th.
- The delay in ice-making due to the compressor issue will cause the ceiling fan replacement in the ice shed to occur during the Christmas break.
- Maintenance projects are ongoing with puck board installed, brine system filled, new front door scheduled for installation next week and new carpet runners installed on October 3rd. Sean will order 25 front door keys and continue to have individual alarm codes for each person receiving a key.
- There is a balance of \$3,200 in our National Sport Trust Fund (NSTF) account. We need to register a priority project with NSTF so that it can be advertised on its website.
- There was a leak in the roof which has been patched. The inspection by Hamblet's Roofing showed that the shingles at the peak need replacement. Hamblet's Roofing has quoted \$4,000. Sean is seeking additional quotes.
- A drain is required to be installed in the flat roof over the lounge to prevent pooling of water. Sean is working with D&B Roofing, the contractor who performed the flat roof work last year, on costing.
- GSOC update: City has agreed to provide us with use of the Gale Centre for the GSOC event through a licensing agreement. Mike Mann is reviewing the draft agreement; Bart Maves is working on sponsorship options; Sean provided quotes from ticket agents with a breakdown on how charges are allocated.
- A recommendation that we prioritize a switch in the Club's corporate structure from share capital to non-share capital would allow the Club eligible for Trillium Fund grants. Schelley Hiebert has agreed to oversee a committee to review the documentation and create lists of names of shareholders.
- Co-operators Insurance has provided a quote for our insurance renewal at \$14,500 in comparison to the Brokerlink renewal quote of \$18,600. Sean is confirming that the coverage by Co-operators is comparable to our current policy.

A motion was made to reserve \$2,000 plus tax for the initial payment to a ticket agent by Karen Williams and seconded by Laurie Simpson. Motion carried.

A motion to accept the Co-operators quote subject to confirmation that the coverage is comparable to the existing policy was made by Karen Williams and seconded by Tim Williams. Motion carried.

Finances:

Jeff Glover provided the following update for the period June 1st to September 19th:

- Club has \$87,688 in the bank account. However, \$40,000 is set aside for the Covid-19 Government relief loan which is due in December 2023.
- Club has received \$16,250 in membership dues through the online registrations system.

Business Arising from Minutes

- Update on the preparations for the Grand Slam of Curling event including recent meeting with Gale Centre caterer.

Jackie Lynch and Sean Ford met with the Gale Centre caterer to discuss options for food service during the GSOC event. It was a productive meeting.

- Update on the creation of a Finance Committee

Dino Pozzobon, Jordan Doan and Jason Jackson have confirmed their willingness to participate on the committee. They reviewed the draft year-end financial statements and did not raise any concerns.

- Update on creation of a Kitchen Committee

Kitchen Committee is in place with Colleen Morningstar, Lynne Coull and Chetan Chandratre. Jackie Lynch, Rob Walters and Sean Ford are providing support. The Committee is organizing with the Day Ladies Section to perform a kitchen cleaning and inventory in the next couple of weeks.

- Update on upcoming events including Open House/BBQ (September 21st)(Jackie Lynch) and Swing and Sweep (October 2nd) (Spencer/Sean)

Jackie Lynch updated the Board on the arrangements for the Open House/BBQ and distributed a required task list by email.

Sean Ford provided an update on the preparations to have 9 holes of Golf at Legends followed by a BBQ and a 6-end game of curling.

New Business:

- Parking lot patching

A motion was made to approve \$1,500 plus tax for the asphalt patching of the parking lot by Karen Williams and seconded by Jeff Glover. Motion carried.

- Handheld Square unit

A motion was made to approve \$400 plus tax for a handheld Square unit for debit/credit card transactions by Tim Williams and seconded by Claire Fish. Motion carried.

- Niagara Cup

Jamie Brunaccioni has been contacted about NFCC hosting this year's Niagara Cup. It will occur on January 14th and Brian Moore has agreed to organize.

- Convenor for Thursday Night Learn to Curl League

Board will continue to search for a convenor along with asking members to come out to provide on-ice instruction/support during the first 10-weeks of the season.

- Convenor for Battle of the Bridge (November 19th)

It was suggested that Rob Walters ask whether Jorel Sumbler and Janet Trinder will co-chair the event.

Committee Reports:

Written reports were submitted prior to the Board meeting. Highlights include:

Communications:

busy promoting the Club on social media.

Will await the status of ArriveCAN post-September 30th before promoting in Western New York.

Social Planning Committee:

The two summer events (Jackfish game and Street party) were great successes. Looking at options for fall events.

Section Reports

Day Ladies Section:

have set their annual events calendar.

Suggesting members be encouraged to replace old gripper with new ones

Board discussed the suggestion and agreed to use of new grippers would greatly assist ice quality. Look at options to promote trading-in old grippers.

Exploring options to offer learn-to-curl opportunities during the day.

Tuesday Night League:

16 teams have confirmed.

Wednesday Night Competitive:

19 teams have confirmed.

Youth League:

Strong registration for programs.

Curling Canada will promote the Girls Rock program in an upcoming newsletter.

Acceptance of Reports

Motion to accept all reports presented was made by Tim Williams and seconded by Karen Williams. Motion carried.

Adjournments

Motion to adjourn by was made by Tim Williams and seconded by Claire Fish. Motion carried.

Meeting concluded at 9:13 pm.

Next meeting is scheduled in the Club's lounge on October 17th at 5:30 pm.