GEWC BOARD MEETING MINUTES

Golden Ears Winter Club September 17, 2026

APPROVED

In Attendance: Meeting was held at the Golden Ears Winter Club

Glen Shipp, Vince Hodges, Andrew Watsyk, Eric Samuelson, Paul Dunkin, Jack Stadel, Jim Cottingham

Management Team: Shannon Joanisse, Dean Joanisse

Regrets: Ken Madu, Miles McClenaghan, Terry Hawley

Chair: Glen Shipp

Recording Clerk: Jim Cottingham

a. Call to Order

The meeting was called to order at 7:10 PM.

2. Approval of Agenda

The attached agenda was approved. (Paul/Vince)

3. Approval of Minutes of 7 July 2026 Meeting

The 18 August 2026 minutes were approved as written. (Andrew/Paul)

- Review of action items from the 18 August 2026 meeting:
  - "HR Committee follow-up on the production of a new contract with the Management Team: no update was available for this meeting. Deferred to the next meeting. ACTION: Ken and Vince." **– See Item 10 below**
  - "Doug Patterson Legacy – the sub-committee's first meeting will be held on 26 August 2026. ACTION: Andrew and Jim" **See Item 8 below**
  - Item 4. **"**All Board members are to review the draft and submit any proposed changes at the next meeting. ACTION: All.**"** Not all board members had received the draft minutes. Shannon re-sent a copy to all. Item is deferred to next meeting. **ACTION ALL**
  - Item 5.a**. "**Dean reported that further consultation with Dave Speers is necessary to clarify the status of scheduled upgrades by the city. ACTION: Management Team**" – See Item 5 Management Report below**
  - Item 5. D. Programs and Honorariums. **COMPLETED**
  - Item 6.c. Gaming license submissions. **COMPLETED**

- Item 6.d. 2026 budget – **See Item 5a below**
- Item 6.e. Review of ball hockey direct costs. Planned meeting has not yet occurred. **Item remains OPEN. ACTION: Glen, Paul and Shannon**
- Item 10.a. Alarm company call list. **– See Item 9 below**
- **Item 10.b. Alarm keypads – Seet Item 9 below**
- Item 10.c. conversion of club constitution from .pdf to .doc to enable editing. **COMPLETED**

4. Management Report

Shannon and Dean presented the Management Report (attached)

During discussion of the League Registration Update, it was questioned whether a comparison of the number of registrations as of mid-September 2026 and the total number of registrations for the 2025-26 provided a clear picture of registration status. Jim and Shannon undertook to analyze the available Curling IO data to produce a comparison of registrations as of September 2025 and September 2026 for the next meeting. **ACTION: Jim and Shannon**

5. Financial Update

Paul presented the draft 2026/7 Budget (attached). This draft will be reviewed and further developed by the Budget Sub-Committee. **ACTION: Paul, Glen, Eric**

6. RFP For New External Accountant

Glen reported that once response to the RFP has been received thus far and that at least two more quotes should be received prior to selection of an accounting firm. Paul undertook to seek the additional quotes. **ACTION: Paul**

The Board discussed when the Club would require a compilation engagement or a review engagement. The consensus was that a compilation engagement would normally be required, with a review engagement needed only every five years or when there is a change in Club Treasurer.

7. Summer Spiel Review

Andrew presented a detailed report on the recent Summer Spiel (attached).

The Board noted the items raised in the report and congratulated Andrew and his team of volunteers for running a very successful spiel.

The Board also noted the comment regarding club supplies and coffee. The Board confirmed that Club policy is that there should be no markup on club supplies for club-sanctioned events such as bonspiels. The Board directed the Management Team to ensure that this policy is communicated to all interested parties. **ACTION: Management Team**

8. New Business

Note: These minutes reflect the actual order of discussion of the points rather than the order outlined in the agenda.

a. Policy for the Use of Surplus Volunteer Fee Funds. (attached) Following a brief discussion, a motion to approve the policy (moved by Eric and Seconded by Vince) was unanimously carried.
b. *Budget for the Expenditure of Surplus Volunteer Funds*. The Board and Management Team jointly established a budget for the expenditure of the surplus Volunteer Fee funds (totaling $12,900) brought forward from the 2025/6 season as follows:
    i. Engaging an Operations Assistant - $8,000
    ii. Coach Doug Memorial Bursaries - $1,500
    iii. Contingency Fund to be dispersed in accordance with the newly approved policy - $3,400

    A motion to approve the budget (moved by Vince and seconded by Paul) was unanimously approved.

c. Engaging of an Operations Assistant. The Board endorsed the draft contractor statement of work for a Club Operations Assistant (attached) and directed the Management Team to commence the candidate search and hiring process. **ACTION: Management Team**
d. Coach Doug Patterson Memorial Bursary. The Board endorsed the establishment of the bursary program (attached) and directed that –
    i. the Management Team will invite applications from the club membership, **ACTION: Management Team**
    ii. Andrew and Shannon will form a sub-committee to approve applications. **ACTION: Andrew, Shannon**

    Note: The Club will host a Curl BC delivered Club Coaching Course on 25, 26 October 2026. It is hoped that the Club will nominate (and fund) up to six students for the course.

9. Other Business

a. Alarm Company Call List. The list has been updated with the company. In addition, the new alarm keypads have been installed. No further action is required.
b. Update on Gaming Grant. Glen provided an update that the application for the BC Gaming Grant had been approved with the same allocations as last year.
c. Promotion of Curl BC 50/50 Draw as a source of Club revenue. The Board recognized that the Curl BC 50/50 draw could be a good source of additional revenue for the Club if promoted aggressively to the membership. The Board directed the Management Team to implement means to market the draw to Club members. **ACTION: Management Team**

d. BC Amateur Sporting Grant. Andrew identified that the grant may also provide a source of revenue to the Club. Andrew will investigate and report on his findings. **ACTION: Andrew**

10. HR Committee Contract Update

This update was conducted in-camera and minutes are available on limited distribution.

12. Next Meeting

Next meeting: 15 October 2026 @ 7:30 pm at the GEWC upstairs lounge.

14. Adjournment

The meeting was adjourned at 9:15 pm.

Attachments:

- Agenda
- Management Report
- Draft Budget
- Summer Spiel Recap
- GEWC policy for the use of Surplus Volunteer Funds
- Club Operations Assistant Statement of Work Posting
- Coach Doug Patterson Memorial Coaching Bursary

Golden Ears Winter Club

Board Meeting-Thursday September 17, 2026

Upper Lounge – 7:00PM to 8:30 PM

1. Call meeting to order.
2. Approval of the Agenda
3. Approval of Minutes of August 18, 2026, meeting.
4. Management Report
    a. Registration Update
    b. League Update
5. Financial update
    a. Draft 2026/2027 Budget
6. RFP for new external accountant-update
7. Bonspiel Committee Update
    a. Summer Spiel – Review
8. New Business
    a. Coach Development Memorial Bursary -Review and approval of proposal
    b. Club Operations Assistant-Review and approval of proposal
    c. Policy for the use of Surplus Volunteer Fee Funds
9. Other business
    a. Alarm Company Call List
10. In- Camera -HR Committee Contract Update
11. Date of next meeting

12. Adjournment

GEWC MANAGERS REPORT

BOARD OF DIRECTOR'S MEETING: September 17/ 2026

FACILITY UPDATE / CITY RELATIONS

Ice install completed, all went well. *Dean to elaborate*

Drips trays installed under the two front ice heaters. Those two heaters are being reviewed for end-of-life replacement. *Dean to elaborate.*

Keg fridges were serviced and informed they are in good working order.

New alarm keypads have been installed, operating off a newer system in terms of monitoring etc.

GEWC VOLUNTEER PROGRAM

First event of the season (Summer Spiel) had a 100% turn out rate of volunteers.

LEAGUE REGISTRATION UPDATE

NEW Monday/Wed Night League , 20 teams**, status quo**

- 20 teams in the 2025/26 Season

Tuesday Day Ladies – 31 curlers, **status quo**

- 31 curlers in the 2025/26 Season

Tuesday Night Men's – 9 teams, **down by 2 teams**

- 11 teams in 2025/26 Season

Thursday Mix'Em Up League – 11 teams, **status quo**

- 11 in 2025/26 Season

Friday – 13 teams, **down by 5 teams** *(2 teams lost members due to moving to different cities, 1 ` team disbanded due to differences, 1 team coming back next season, Team Werger to return 2nd half)*

- 18 teams in 2025/2026 Season

NEW Friday Stick League – 10 people registered….meeting Friday to determine what the league looks like moving forward. Stick curling is 2 vs 2, so we have 5 teams.

Juniors – 32 curlers, **up by 8 curlers** (12 are band new, a lot are coming through the Discover Curling School Program)

- 24 Juniors in 2025/2026 Season

Sunday Open Doubles –13, **down by 3**

- 16 teams in the 2025/2026 Season

GEWC MANAGERS REPORT

Masters – 61 curlers, **down by 7 curlers** (travelling/health issues, 8 curlers will be back in the spring session

- 68 curlers registered in 2025/2026 Season

OPEN HOUSE WILL FEED PEOPLE INTO:

LTC Clinic #1 (Sept 24) LTC Clinic #2 (Oct 1)

Thursday Beginners/Novice League (Starts Oct 8th) - Registration still coming in, currently at 30 people.

- 39 last season

BONSPIELS

The club created one BIG bonspiel poster this season that encompasses ALL our bonspiels for the season on it. These posters have been distributed to all clubs in the Lower Mainland.

Social Media posts and emails will continue to promote all our bonspiels throughout the season.

Summer Spiel – Sept 12/13th
Event was a great success. Andrew to speak to the event.
Thanks to the work of the organizing committee, especially Andrew and Jolene for all their organization and leadership.

Next event in the calendar – Oct 23 – One Day Stick Spiel

OPEN HOUSE

The Open House is this Saturday from 1-3pm. The Maple Ridge News has been informed and will post in paper, social media posts are being done and posters are up.

COACHING

Our club is hosting a Club Coach Course through Curl BC on October 24/25th. Information to be shared to membership.
**Coach Doug opportunity here. Would like to get a handful of people certified through this program this season.

GEWC MANAGERS REPORT

RENTALS/ BOOKINGS

Lounge Rentals
Starting to come in for the season

Discover Curling School Program
Schools are already reaching out

Practice Ice
Will be getting that up on the website once leagues are all running and we have a full grasp on where all the opportunities are for open ice

Little Rockers
Working with our two coordinators to confirm dates for the first 4 week session offering for the Fall.

GOLDEN EARS WINTER CLUB

STATEMENT OF OPERATIONS - DRAFT BUDGET

Twelve Months ended March 31, 2027

	Budget 26/27
Revenue	
Advertising income	2,500
Ball hockey rental income	36,000
Bonspiels	55,000
Concession revenue	11,000
Club dues	200,000
Donations and fundraising	2,500
Grants received	20,000
BC Gaming Grant	-
Interest income	500
Lounge income	54,000
Misc. revenue	2,500
Pro-shop revenue	10,000
Rental income Ice surface & lounge area	30,000
	424,000
Expenditures	
Advertising and promotion	2,500
Ball hockey expenses	28,500
Bookkeeping and year end accounting	9,000
Bonspiel expenses	45,000
Cleaning and related expenses	17,500
Concession expenses	7,000
Contracts	165,000
Insurance	6,000
Licenses and CurlBC dues	8,500
Lounge/bar expenses	31,000
Office	2,300
Proshop expenses	8,000
Repairs and maintenance and equipment	35,000
Square, Curling I/O and bank charges	11,000
Telephone and internet	4,000
Utilities	42,500
Worksafe BC	1,200
	424,000
Excess of revenue over expenditures	-

GOLDEN EARS WINTER CLUB

POLICY FOR THE USE OF SURPLUS VOLUNTEER FEE FUNDS

Background

The Golden Ears Winter Club relies on member volunteers to contribute their time, skills, and knowledge to complete the many tasks required to support the Club's activities.

To encourage volunteer participation, the Club charges each registered curler a volunteer fee, which is fully refunded when the curler contributes the required number of volunteer hours before the end of the curling year. The amount of the volunteer fee and the number of hours required for a refund are determined by the Board before the start of each active curling season.

Although most registered curlers contribute enough volunteer hours to receive a refund, some do not. As a result, surplus volunteer fee funds may remain at the end of each curling year.

Purpose

This policy establishes how the Club will allocate and use surplus volunteer fee funds.

Policy Statement

The Club will use surplus volunteer fee funds to:

a. Offset costs incurred when the Club must pay individuals to perform tasks that could otherwise have been completed by volunteers; and
b. Fund the Coach Doug Memorial Coaching Bursary.

Administration

At the end of each fiscal year, and before the next active curling season begins, the Club management team will prepare a budgeted plan for allocating surplus volunteer fee funds generated in the previous year. This plan will normally include:

a. A plan to contract temporary workers to perform specific tasks or services for the Club in the coming year;
b. The number of Coach Doug Memorial Coaching Bursaries to be awarded in the coming year; and
c. Any recommended carry-forward of funds to future years in anticipation of events or conditions that may increase the Club's need for additional tasks or services.

The Board of Directors will review and approve the annual plan for the allocation of surplus volunteer fee funds.

APPROVED BY THE BOARD OF DIRECTORS

17 September 2026

CLUB OPERATIONS ASSISTANT

Golden Ears Winter Club – Maple Ridge, BC
Part-Time | Approximately 12-14 Hours per Week

Golden Ears Winter Club is seeking a dependable, organized and personable **Club Operations Assistant** to join our team and support the day-to-day operations of our busy community curling club.

This is a varied, hands-on position suited to someone who enjoys working with people, takes initiative and is comfortable balancing a range of responsibilities. Working closely with the Club Manager, staff and volunteers, the Club Operations Assistant will help ensure our members, guests, programs and events receive friendly, efficient and professional support.

Key Responsibilities

The Club Operations Assistant will assist with a variety of operational and administrative duties, including:

- Providing office and member-service coverage during designated club hours
- Responding to general inquiries from members, guests and the public
- Assisting with general administration, filing, organization and record keeping
- Supporting the administration and coordination of the Discover Curling School Program and corporate rentals
- Providing support to bonspiel coordinators, program leads and volunteers as required
- Assisting with food service and ordering club supplies
- Selling pro shop merchandise to members and leagues
- Completing routine janitorial and facility-support duties to help maintain clean, welcoming club spaces
- Updating club website and social media content
- Assisting with advertising, marketing and promotional initiatives
- Providing administrative support to the club's grant writer as required
- Assisting with other operational duties and special projects as needed

The Ideal Candidate

We are looking for someone who is:

- Friendly, approachable and customer-service focused
- Dependable, organized and able to manage multiple priorities

- Comfortable working both independently and as part of a team
- Proactive and willing to take initiative
- A strong communicator who enjoys working with members, volunteers, staff and the public
- Comfortable using email, basic computer programs, websites and social media
- Flexible and willing to assist wherever needed in a busy community recreation environment

Previous experience in administration, recreation, hospitality, retail, customer service or a community/non-profit organization would be considered an asset.

Proposed Schedule

Approximately **12-14 hours per week**, currently anticipated as:

- Monday: 6:00–8:00 p.m.
- Tuesday: 6:00–8:00 p.m.
- Wednesday: 4:00–8:00 p.m.
- Thursday: 6:00–8:00 p.m.
- Friday: 4:30–8:30 p.m.

Hours may vary depending on club programming, events, operational requirements, budget and candidate availability. Some flexibility may be required.

About the Position

This position has been created to provide additional staff support during busy club and program hours and to help ensure essential operational responsibilities are consistently covered.

The Club Operations Assistant will report directly to the Club Manager and work collaboratively with club staff, volunteers, program coordinators and members.

Compensation: Hourly rate to be determined based on experience and qualifications.

Join Our Team

If you are organized, dependable, enjoy working with people we would love to hear from you.

Send cover letter and resume to:

manager@gewclub.ca

GOLDEN EARS WINTER CLUB

COACH DEVELOPMENT MEMORIAL BURSARY

Program Framework

The club helps you become a coach. You help someone else become a curler.

Purpose

The Golden Ears Winter Club Coach Development Memorial Bursary supports members who wish to obtain recognized curling coach certification and then bring that training back to the club through volunteer instruction and coaching.

The bursary may be established in memory of a past member or volunteer whose contribution to coaching, mentorship, volunteering, or the growth of the club reflects the values this program is intended to continue.

Program Objectives

- Encourage more members to become trained and certified curling coaches.
- Reduce the financial barrier associated with coach training.
- Develop a larger pool of qualified coaches and instructors within the club.
- Support Open Houses, Learn to Curl programs, junior programs, clinics, school programs, and other instructional activities.
- Create an ongoing legacy of volunteerism, mentorship, and welcoming new curlers to the game.

Eligibility

Applicants should meet the following basic criteria:

- Be a current member of Golden Ears Winter Club, or otherwise be actively involved with the club.
- Plan to complete a recognized Curling Canada, Curl BC, or other club-approved coach certification course.
- Be willing to assist with club instructional programs after completing their training.
- Demonstrate an interest in helping new or developing curlers learn and enjoy the game.

Previous coaching experience is not required. The bursary should remain accessible to members who are considering coaching for the first time.

Bursary Support

Subject to annual funding approved by the Board, the bursary may cover all or part of:

- Course registration fees.
- Required course materials.
- Other reasonable certification expenses approved in advance by the club.

Suggested Funding Models

Full Funding: The club pays 100% of the approved certification cost.

Cost-Sharing: The club pays a predetermined amount or percentage of the certification cost.

Where practical, the club may pay the course provider directly so the recipient is not required to pay the full cost up front.

Recipient Commitment

In return for receiving the bursary, recipients agree to volunteer with club instructional activities after completing their training.

A suggested minimum commitment during the following curling season is:

- Participation in at least one club Open House; and
- Participation in at least two Learn to Curl sessions.

Equivalent participation in junior coaching, instructional clinics, school programs, or other club-approved coaching activities may be substituted where appropriate.

The intent is not to create an onerous volunteer obligation. The goal is simply to ensure that the knowledge gained through the bursary is returned to the club and shared with future curlers.

Application Process

The application should be intentionally simple and normally limited to one page. Applicants provide basic contact information, identify the course they wish to complete, and briefly explain why they are interested in coaching and how they would like to contribute to club programs.

Selection

Applications may be reviewed by a small committee of two or three representatives appointed by the Board. Selection should focus on:

- Interest in coaching and helping others.
- Willingness to contribute to club programs.
- Availability to complete the proposed certification.
- The potential benefit to the club's coaching and instructional programs.

Curling ability or competitive accomplishments should not be the primary basis for selection. If funding permits, more than one bursary may be awarded in a season.

Approval and Payment

Successful applicants should receive approval before registering for their course. Funding may then be paid directly to the course provider or reimbursed upon proof of registration or completion, according to the process established by the Board.

Recognition and Memorial

Recipients may be recognized through club communications, the club website, year-end volunteer recognition, or a small permanent display describing the individual in whose memory the bursary was established.

The emphasis should remain on continuing that person's contribution to the club rather than simply presenting a financial award.

Suggested Memorial Wording

The [Name] Coach Development Bursary

Established in memory of [Name], whose commitment to curling, coaching, volunteering, and welcoming others to the game made a lasting contribution to Golden Ears Winter Club.

Through this bursary, the club supports members who wish to become trained curling coaches and continue that tradition by helping introduce and develop future curlers.

COACH DEVELOPMENT MEMORIAL BURSARY APPLICATION

Simple Applicant Form

Applicant Information

Name: _____

Email: _____

Phone: _____

Curling experience / involvement with the club:

_____

Course or certification you wish to complete:

_____

Course provider:

_____

Course date, if known:

_____

Estimated course cost:

_____

Short Questions

1. Why are you interested in becoming a curling coach?

_____
_____
_____
_____
_____
_____

2. How would you like to contribute to coaching, Open Houses, Learn to Curl, or other instructional activities at Golden Ears Winter Club?

_____
_____
_____
_____
_____
_____

Applicant Commitment

If selected for the bursary, I understand that I am expected to complete the approved coaching course and make a reasonable volunteer contribution to Golden Ears Winter Club instructional programs, normally including one Open House and two Learn to Curl sessions, or an approved equivalent.

Applicant signature: _____

Date: _____

For Club Use

Application approved	Yes / No
Approved amount	$
Approved by	
Date	