



**The Board of Directors of
The Potomac Curling Club of the National Capital Area, Inc.
MINUTES: Season 2006-07 Meeting 3
August 29, 2006 7:00pm**

Board Members Present:

Dominique Banville
Barry Bass
Ann Drummie
FL Ettlin (missed budget and operations discussion)
Michael Fry
Brian Galebach
Dave Hamilton
Charrissa Lin
Rachel Sethi
George Shirk

Board Members Absent:

Mark Hartz

Others Present:

Charlie Jennings
Howard Griffin
Pam Martin

1) **Call to order**

7:17pm

Banville

2) **Approve minutes of July 19, 2006 Meeting**

Motion - Lin

Second - Hamilton

Vote - Passed

Drummie

3) **Special Issues**

Banville

a) Approach for Open House/Learn-to-Curl in October

Shirk – good way to advertise; can ask for \$10 or \$5 to attempt to encourage a certain interest level.

Lin – if charge \$10, then how does that compare to \$50 LTC?

Bass – put volunteer hours to better use? Have a great database of potential members and LTC participants. How to do OH and LTC is what delays the beginning of leagues.

Fry – can advertise the LTC like we used to advertise the OH

Bass - return rate on LTC is greater than OH participants

Lin – encourage us to continue asking for \$5 donations for OH and Thursday night [*ed. and Saturday morning*] instruction

Fry – remember that the Thursday is usually our lowest attended OH slot

Shirk – convert folks who deferred during the Olympics into suggested donations

Bass – if announce LTC on the website, and send out emails, might fill them now

General ideas for advertising LTC included looking at active.com and Craig's list as well as flyers at Starbuck's.

Thursday October 12: the one Open House night \$5 suggested donation. If the situation allows, pick-up games could occur on October 12.

Saturday 9-12 LTC 32 slots \$25, none of fee applicable toward membership; split up the group for levels of ability

Saturday 1-4 LTC

Sunday 11-2 LTC (finish ice maintenance early)

Sunday 3-6 LTC back-up session

Leagues would convene the week of October 23; activity would depend on the league.

Galebach – could add LTC during the weeknights of October 16-18 if demand suggests?
Shirk – will we have more training for our members? Is 3 hours enough before going into a league?
Yes.

Banville – important in the early part of the season to have “enhance your skills” sessions

Shirk – and will try to throw a few others in throughout the season

b) On-line Database Initiative: Progress update (privacy policy, intended data fields)

No developments on website privacy policy. Need more examples sent to Dave.

Galebach – want to have name, email, phone number to put in a database for league coordination purposes; independent of a website use.

Banville – how accessible the information will be to the rest of the membership is still something we need to decide. In the past, it’s been readily available. For example Tuesday league sent out a list of names, phones, and emails.

The membership form will include the following notice: “Information you provide on this form will be used for internal purposes of the PCC.”

The version of the roster that will be available upon request will only show phone and email, and will be marked for PCC use only.

c) Approach to USCA National Challenge Round and GNCC Mixed conflict

Lin – the GNCC Mixed playdowns conflict with the USCA challenge round for men’s and women’s nationals. Individual requests have been made of the GNCC to change it. The GNCC has replied that they won’t make the change.

The current weekend conflicts with 2 GNCC bonspiels already.

Because the mixed national does not go to a world event, it is not a USCA protected event.

There are 6 teams who played in the mixed last year, and 5 have players who played to the nationals and therefore have a possible conflict.

Neil has suggested that the mixed be moved earlier in the season. But is there a club willing to host it then? If there are 7 teams, it would be a round robin with tie breakers.

The current location is Rochester.

The USCA set the date at least by June.

Fry will draft a letter to the GNCC – we are upset with the conflict, and suggest that it be rescheduled to another weekend, as early as December but sensitive to other GNCC bonspiel conflicts. The GNCC should be supporting competitive curling.

4) Committee Reports:

a) Finance Committee:

Hartz

i) Financial Reports ending July 31, 2006

Charlie Jennings reported that recent activity has nothing out of the ordinary; just usual utilities.

ii) Progress update (fiscal year transition, interest-earning account, price list for receipt system)

We are in the process of filing tax return. We are fully filed for the year that ended a while ago. We have financial documents for outside review.

We have the receipts now; pre-numbered with carbon copies.

We will also have a form to assist with submitting event expenses and reimbursables.

Banville will talk with Hartz to invest the current account surplus into a money market account or equivalent investment before the next meeting.

We need to reconcile how we’ve spent the USCA funds for college curlers. Ettlin will get back to the students who went to Chicago re our need to close out our budget.

iii) Budget Committee: MOTION: set budget for 2006-07 season

Charlie Jennings presented the budget.

Through discussion, some of the revenue and expense targets were redistributed, but the overall budget remained the same. See attachment.

Motion - Lin

Second - Galebach

Vote – Passed as amended.

iv) Development Committee: Progress update

Lin confirmed pursuing the same approach of the Development Committee spearheading fundraising within events. Head's up to plan something for the Inaugural.

b) Membership Committee:

Bass, Sethi

i) MOTION: set membership structure and dues rates for 2006-07

Membership structure and dues were presented. The changes included the following:

- added a category for military and reserves
- increased the rookie rates (as Olympic members may have the 2005-06 rookie rate in mind, they can pay the old rate if registered by September 30, 2006)
- \$250 will be an inclusive fee for a junior aged 14 to 20, to play in as many leagues as desired, including drop-ins.
- the Junior with a Parent discount is only available if a parent has a curling membership (a social membership will no longer qualify for the discount)
- Considered a weekend rate, but felt we weren't ready to implement one yet

When the running tally of junior registrations reaches a certain mark, the Youth league organizers will be alerted as they may set a cap for participation on Sunday afternoons. Note, Junior with Parent member and a Junior without Parent member have non-member privileges at drop-ins i.e. would have a limited number visits per half season and pay \$10 to play.

For final membership categories and dues see attachment.

Motion – Lin

Second - Shirk

Vote – Passed as amended

ii) Progress update (meeting July 30)

The committee met on July 30. Plans are underway for getting a mailing out soon. Drummie will provide addresses for mailing labels. She has also agreed to be the single point of contact for receiving forms, and will then distribute information to the Treasurer and League Committee chairs in a timely manner.

There will also be a League sign-up form box at the club. The Secretary will work with the League Committee chairs to keep data on which leagues members are participating in and to cross-reference membership registration.

Plans are also underway for a September 30, 2006 member meeting. Lisa Andrew is organizing a 6pm with potluck and chili cook-off followed by the meeting.

The Committee will be working on the various handbooks as well as getting photos of Board members and League Coordinators on the wall.

- c) **By-laws Committee:** *Bass*
 i) Progress update
 No report, so likely no presentation at September 30 meeting.
- d) **Vision Committee:** *Banville*
 i) Progress update
 No report.
- e) **Leagues Committee:** *Galebach, Lin*
 i) Progress update (league coordinators)
 We have coordinators, but we may still need some co-coordinators.
 The committee will incorporate etiquette reminders early in the season.
- f) **Outreach Committee:** *Ettlin*
 i) Progress update (festivals)
 We will need volunteers for the one day of booth time at the Virginia Scottish Games, so will use the new email system for a message of volunteering and attending.
 Ettlin will also be looking for volunteers for the Anne Arundel event.
- g) **Communications Committee:** *Drummie*
 i) Archivist/Historian Initiative update
 No report.

 ii) Progress update (Calendar - 2006-2007)
 The current calendar was distributed. To be added now: OH on Thursday, LTC slots, start of leagues, turkey skins will only be on the Thanksgiving Friday.
 Our information on the Gardens website has been updated. We will further consider forwarding new photos.
 Lin expressed a desire to resurrect the table placards again:
 - Advertise other GNCC bonspiels with deadlines
 - news in the club
 - teams who went to bonspiels
 - % of GNCC clubs that Potomac has visited so far.
 Secretary to set-up the distribution list for official communication ASAP, and confirm the final version of the checklist.
- h) **Events Committee:** *Lin, Fry*
 i) Progress update (Card/Games nights, Inaugural plans, Cherry Blossom/Emmet)
 The card game nights were “great” (Juniors) and “fun” (adults).
 Events are still on track.
 Scot Tour – Lin reported that Bob Pelletier wants to give longer tenure members priority to play.
 The Inaugural is still looking for some committee chairs. The target is for more than 24 teams.
 Lin – A new system is being implemented requiring receipts being signed by the event chair before being submitted for reimbursement.
- i) **Training Committee:** *Shirk*
 i) Progress update (officials clinic)
 The schedule for the one day officials’ clinic was distributed.

j) **Ice Committee:**

Hamilton

i) **Progress update (ice manager)**

The committee is setting an installation schedule with the target of October 10 for ice. It will start on Wednesday, September 13, 2006. An ice committee meeting is likely on September 9th.

What the ice booking system will look like on the website is under development.

k) **Operations Committee:**

Hamilton, Sethi

i) **Building Committee:** Progress update (work day July 29, front door, recycling)

There was another successful work day on July 29 – bar pad, foot rail, painting, new couch and love seat.

Some tasks for the work day on September 9 – Ericson plaque, paneling under the windows

ii) **Rentals Committee:** Progress update

Rental dates are on the calendar. We already have 3 groups interested, plus Chesapeake Therapy group looking at February 17.

5) **Other Business**

Logo merchandise – Dominique Banville and Scott Edie are working on a new logo for shirts that is closer to our official logo. Another merchandise item under consideration is a soft-sided briefcase.

6) **Next Meeting**

Tuesday, September 26, 2006 7:00pm

10:30pm