

Pittsburgh Curling Club Board Meeting Minutes

8/8/2011

7:30 PM

RMU ISLAND SPORTS CENTER HAT TRICK CLUB

MEMBERS PRESENT	Andy Banfield, Dan Bliss, Steve Buffington, Michelle Crown, Amy Hannan (via phone), Amanda Marchitelli, Jen Poeschl, Daphne Roberts, Marie Rose, Brian Stuart, Jacki Temple
MEMBERS ABSENT	Rich Ashford
OBSERVERS	Steve Marchitelli, Nick Visnich
CALLED TO ORDER	7:30 P.M.

Agenda topics

APPROVAL OF PREVIOUS MINUTES

DISCUSSION		
	<ul style="list-style-type: none"> • Correction to both sets of the July 2011 Board Meeting Minutes <ul style="list-style-type: none"> ○ Financial Report <ul style="list-style-type: none"> ▪ Liabilities Section <ul style="list-style-type: none"> • Change "W.N. Tuscano Agency" to Keppel Agency. 	
CONCLUSIONS		
	<ul style="list-style-type: none"> • Motion to approve the full and public versions of the July 2011 Board Meeting Minutes as corrected: Rose/Bliss – carried unanimously. 	
ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE

APPROVAL OF CONSENT AGENDA

DISCUSSION		
	None.	
CONCLUSIONS		
	<ul style="list-style-type: none"> • Motion to approve the consent agenda for the August Board meeting: Stuart/Marchitelli – carried unanimously. 	
ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE

MEMBER COMMENTS

DISCUSSION	
	None.

CONCLUSIONS		
ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE

BOARD ANNOUNCEMENTS

BOARD MEMBERS

DISCUSSION
<p>Dan Bliss:</p> <ul style="list-style-type: none"> • Four Club Friendly – OHPACA <ul style="list-style-type: none"> ○ I met with folks from the Cleveland Skating and Mayfield Clubs to discuss the Four Club Friendly with Columbus, Cleveland Skating, Mayfield and ourselves at the first funspiel at the skating club. We are continuing the discussion via email, including people from Columbus (who were all on the ice at the time we initially met). ○ A few key points: <ul style="list-style-type: none"> ▪ We are thinking of OHPACA (Ohio and Pennsylvania Curling Association) as a name. ▪ We all agreed that it would best for the first year to have an event at each club to help make it a tradition. ▪ Tentative dates we discussed: <ul style="list-style-type: none"> • Cleveland Skating – Summer or September • Mayfield – November 19, 2011 • Pittsburgh – January 7, 2012 • Columbus – February (or possibly towards the end of the season) • Still lots to work out to try to avoid spiels, playdowns, etc. • The other clubs were open to setting up the timing on Saturdays so we could make it back for our regular draws or doing it on Sundays. ▪ Looking at each club sending 12 players to each event. Cleveland Skating was open to hosting 20 per club. ▪ Each club would set the price to cover ice fees, food, etc. ▪ Some amount of money (we said maybe \$2/person/event) would go to a 'general fund', which we would use to purchase a traveling trophy for the winning club, losing club (i.e. Rochester rooster) and perhaps pins to the first place team at each friendly. ▪ There should be 4 draws of 6 ends at each friendly. ▪ We would follow something similar to the MACA rules. Basically a point spiel where teams are made up of names picked out of a hat. This would let us mix up teams from all four clubs. Each person on a team earns points for their club. Players would rotate positions each end. Each player

would play each position for three ends each friendly.

- Obviously, hosting a friendly is going to cause some issues with our tight ice time and lack of food/beverage facilities, but I think it's possible.
- January 7, 2012 is a make-up/Learn-to-Curl night. If we use three sheets for the friendly and run them on a separate time schedule, we should be able to squeeze in four six end draws. I assume we would want to keep sheets open for makeup games, so this will likely cut into LTC space.
 - This would result in a loss of revenue with no LTC.
 - Look into adding additional LTC sessions to make up the revenue.
- The other clubs didn't seem too concerned that we may not be able to do food and drink on site, so long as it was close by. They seemed to think the bowling alley would work fine, so we can perhaps set something up there. We could also look into doing something with RMU, maybe at the Hat Trick Club. But the cost may be prohibitive.
 - Check with RMU about the availability and cost of the 2 rooms at the complex.
- The Board agrees this is a worthwhile endeavor for the club.

Steve Buffington:

- Ice Painting for 2011-2012 Season
 - Need to contact RMU about what date they will be painting the rink. (PCC members assist RMU in painting the curling houses and hockey lines.)
- Tropicurl 2011 Ice Summary Report
 - Report provided by Steve Buffington, Jim Meyer, and Brian Stuart with Jim Meyer taking the lead for the report.
 - Detailed report on ice operations throughout the bonspiel and items to think about for next year.

Michelle Crown

- USWCA Representative
 - Contacted by USWCA for contact information on our representative.
 - Jen Artz was our previous representative.
 - Amanda Marchitelli volunteered to be our new representative.

CONCLUSIONS

OHPACA

- Motion to approve Dan Bliss to contact OHPACA and accept hosting the friendly event on January 7, 2012 with the particular details still to be worked out: Banfield/Temple – carried unanimously.

USWCA Representative

- Motion to approve Amanda Marchitelli as the USWCA Representative: Rose/Banfield – carried unanimously.

ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE
<ul style="list-style-type: none"> OHPACA Friendly Coordination 	Dan Bliss	Ongoing
<ul style="list-style-type: none"> Ice Painting – contact RMU for date 	Steve Buffington	

FINANCIAL

DAPHNE ROBERTS

DISCUSSION		
<ul style="list-style-type: none"> Finances <ul style="list-style-type: none"> Club is solvent. Accounts Payable: \$306.41 Revenue <ul style="list-style-type: none"> Ice revenue from RMU <ul style="list-style-type: none"> Compared revenues from 2010 and 2011 <ul style="list-style-type: none"> 2010 showed a larger profit than 2011. Several reasons may be: <ul style="list-style-type: none"> Revenue check for the 2nd half of 2011 season from RMU may not have been received. The 2010 Olympic Open Houses bumped up the numbers. The 2011 Ice Agreement had an increase of how much RMU receives per week. Donations: \$407.00 2011-2012 Audit <ul style="list-style-type: none"> Brian Stuart clarified that a recent audit will be needed for grant applications. Received engagement letter from Terry Collier and Associates. Cost will be \$2,500.00. Money was budgeted for this expense. Investment Options <ul style="list-style-type: none"> Citizens Bank offers services. Need to look into this further. 		
CONCLUSIONS		
<p>Invoices</p> <ul style="list-style-type: none"> Motion to pay invoices: Temple/Poeschl – carried unanimously. <p>Audit</p> <ul style="list-style-type: none"> Motion to sign and return audit engagement letter to Terry Collier and Associates: Roberts/Rose – carried unanimously. 		
ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE
Ask RMU about revenue check for the 2 nd half of 2011	Steve Buffington	

season.		
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ICE OPERATIONS & EQUIPMENT

RICH ASHFORD

DISCUSSION		
None.		
CONCLUSIONS		
ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE

JUNIOR PROGRAM

TBD

DISCUSSION		
None.		
CONCLUSIONS		
ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE

TRAINING

TBD

DISCUSSION		
Dan Bliss:		
<ul style="list-style-type: none"> • Level I Instructor Clinic – October 1, 2011 <ul style="list-style-type: none"> ○ Contacted Sandra McMackin and she cannot make the October 1th date. <ul style="list-style-type: none"> ▪ Move the clinic to November 12, 2011 (1st week of Rotation #2 – no makeup games that night) ▪ There also may be more of an interest with new people who will have curled a full rotation and may want to become an instructor. ○ The rough plan is to use two sheets during the first draw to host the clinic. I will also try to sort out the certification for the folks that participated in the clinic with Keith Scott a year and a half or so ago. ○ Clinic will include 90 minutes of ice time. ○ Cost <ul style="list-style-type: none"> ▪ Need to evaluate after determining the USCA costs. ▪ Monies left over after USCA costs will go towards the club. 		

<ul style="list-style-type: none"> o Offer to other clubs. 		
CONCLUSIONS		
ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE
Contact Sandra McMakin about availability on November 12, 2011; USCA costs; and costs for her time/travel.	Dan Bliss	

FUNDRAISING

AMANDA MARCHITELLI

DISCUSSION		
Jen Poeschl / Brian Stuart:		
<ul style="list-style-type: none"> • Pittsburgh Foundation and Day of Giving <ul style="list-style-type: none"> o In good shape to file our information. o Need to scan in financial information and will send to the Foundation. o Should submit information by August 15. 		
Jen Poeschl:		
<ul style="list-style-type: none"> • Reviewed document of fundraising ideas sent to the Board prior to the meeting. • Determine a fundraising plan and send out to membership. 		
CONCLUSIONS		
ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE
Fundraising Ideas <ul style="list-style-type: none"> • Look into Giant Eagle Gift Card fundraising. 	Andy Banfield	

OUTREACH

DAN BLISS

DISCUSSION		
<ul style="list-style-type: none"> • Penguins Learn to Curl at the CONSOL Energy Center – July 12, 2011 <ul style="list-style-type: none"> o The Penguins asked us to host a LTC for their front office staff at the CONSOL Energy Center for the one year anniversary of the building. This was our first ever 'mobile' curling event and required a massive amount of hard work and coordination. We had great volunteer turnout and everyone worked extremely hard to put on a great event that will hopefully lead to a long term relationship with the Pens. We had around 30-40 Pens employees participate and collected \$1000 for the event. o A big thank you to all of the volunteers, especially those that hauled all 80 rocks four times in one day. o Our volunteers: <p style="margin-left: 40px;">Beth Cubbison, Steve Buffington, Brian Stuart, Jacki Temple, Al Tarkka, Nick</p> 		

Visnich, Alex Visnich, Matt Berwick, Joanne Berwick, Kevin Berwick, Amanda Marchitelli, Joyce McCarthy, Heather Barclay, Shernise Allen, Paul Schultz, Marie Rose, Mark Robison, Phoebe Juel, Ian Webb and John Zavinski.

- Push America – August 7, 2011
 - Matt, Leah and myself will be meeting with the Push America group (<http://pushamerica.org/>) at the Paradise Lanes on Neville Island. A group of about 30 folks are doing a cross country bike ride to raise money for wheelchair athletes. They reached out to us and wanted to meet our wheelchair athletes. They will be bowling and having pizza from 6-8pm. We are planning an informal discussion/demo of curling. They asked about doing a private LTC, but it did not work out due to lack of volunteers and coordination issues.
- 2011-2012 Learn to Curl Program
 - Looking over my notes for this meeting, I think we are going to have significantly less Learn-to-Curls this season. Between the Instructors Clinic, OHPACA Friendly and having only two make up nights, we will probably only be able to have one large LTC group the week before the playoffs. We also will not have a couple of weeks of LTC prior to the season as we've done in past years. In order to branch out and do other things, we will have to rely on squeezing in small sessions when we can.

CONCLUSIONS

ACTION ITEMS

PERSON RESPONSIBLE

DEADLINE

LTC Program

- Contact RMU about ice in September

Steve Buffington

PRO SHOP

BRIAN STUART

DISCUSSION

None.

CONCLUSIONS

ACTION ITEMS

PERSON RESPONSIBLE

DEADLINE

LOGO SHOP

JEN POESCHL

DISCUSSION

- Inventory complete.
- Second half of June pre-order was \$313.
- Logo Shop will reopen in October

- Tropicurl
 - Tropicurl sales were \$1336 for the weekend.
 - Sales Comparison:
 - 2008 - \$1389
 - 2009 - \$1761 (year of Peskoff Challenge)
 - 2010 - \$1793
 - 2011 - \$2221 (1,336 weekend + 885 pre-sale)
 - There was \$85 in lunch/dinner donations at Tropicurl for non-curlers.
 - Profit in 2011 Tropicurl Merchandise only (T's + Pins) - \$1150.25
 - Pins - \$405 – Cost was \$0 Pins were generously donated by Mac Purvis; There are approximately 60 pins available for sale
 - T's - \$745.25 – Cost for all t's \$909.75, Sales \$1655, there are 9 Long Sleeve shirts available for sale
 - Profit Comparison
 - Profit for 2008 - \$448.37
 - Profit for 2009 - \$1,761. (cookbooks for Peskoff Challenge \$995)
 - Profit for 2010 – don't have all information, only have tropicurl weekend information.

CONCLUSIONS

ACTION ITEMS

PERSON RESPONSIBLE

DEADLINE

EVENTS

MARIE ROSE

DISCUSSION

- Rochester Friendly 2012
 - Contacted by Rochester.
 - Date Rochester suggested was April 7, 2012 (Easter Saturday).
 - From past experience, there would not be a good turnout with it being the day before Easter.
 - Look at March 31, 2012 instead.

CONCLUSIONS

ACTION ITEMS

PERSON RESPONSIBLE

DEADLINE

MEMBERSHIP**AMY HANNAN
BRIAN STUART**

DISCUSSION		
<ul style="list-style-type: none"> On August 5th sent the membership registration email to all contacts for the 2011-2012. The web site is also up and running with this information. As of August 7: <ul style="list-style-type: none"> Returning members: 17 New members: 1 		
CONCLUSIONS		
ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE

SCHEDULING**STEVE BUFFINGTON**

DISCUSSION		
None.		
CONCLUSIONS		
ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE

LEAGUES**STEVE BUFFINGTON**

DISCUSSION		
None.		
CONCLUSIONS		
ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE

FACILITIES**ANDY BANFIELD**

DISCUSSION		
None.		

CONCLUSIONS		
ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE

OMBUDSMEN

JEN POESCHL

DISCUSSION		
None.		
CONCLUSIONS		
ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE

DOCUMENTS

DAPHNE ROBERTS

DISCUSSION		
None.		
CONCLUSIONS		
ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE

TROPICURL

ALL

DISCUSSION		
Marie Rose: <ul style="list-style-type: none"> • Sponsorship <ul style="list-style-type: none"> ○ Working on getting the sponsorship money from the Holiday Inn. 		
CONCLUSIONS		
ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE

PUBLIC RELATIONS

MICHELLE CROWN

DISCUSSION		
<ul style="list-style-type: none"> • Facebook Page <ul style="list-style-type: none"> ○ An official Facebook Page was created for the club. ○ An existing Facebook “group” for the club was created some time ago. ○ Groups are limited and Pages offer more flexibility. ○ Michelle Crown and Brian Stuart are administrators of the page and will keep the page updated. ○ Brian is looking into having Facebook automatically update when a new post is added to the club’s website. ○ Michelle is looking into having the club’s Twitter account automatically update when a new post is added to the Facebook page. ○ Michelle will look into how to best promote the club using social media. 		
CONCLUSIONS		
ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE

WEBSITE

MARIE ROSE

DISCUSSION		
<ul style="list-style-type: none"> • Need to get our set of "alias" emails for this year. • Need to clean up parts of the website. • Many many thanks to Brian Stuart. He’s doing a lot of invisible stuff that’s making the website much better. 		
CONCLUSIONS		
ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE

PRESIDENT'S REPORT

STEVE BUFFINGTON

DISCUSSION		
<ul style="list-style-type: none"> • RMU Partnership <ul style="list-style-type: none"> ○ Met with Dave and the partnership is good; will continue to foster the relationship. • Tropicurl 2012 Dates <ul style="list-style-type: none"> ○ July 4, 2012 falls on a Wednesday. ○ The club's preference is the weekend before to hold Tropicurl. ○ RMU's preference is turn over the ice to the club on Friday, June 29 and the club would return the ice back to RMU on Wednesday, July 4. ○ Concern is loss of teams. 		
CONCLUSIONS		
ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE
Send out email to past Tropicurl teams to gauge interest on the new dates.	Steve Buffington	

MEETING ADJOURNED	Motion to adjourn: Crown/Temple – carried unanimously.
NEXT BOARD MEETING	September 12, 2011 at 7:30 P.M. – Hat Trick Club

EMAIL VOTES

ALL

DISCUSSION		
None.		
CONCLUSIONS		
ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE