

Pittsburgh Curling Club Board Meeting Minutes

9/12/2011

7:30 PM

RMU ISLAND SPORTS CENTER HAT TRICK CLUB

MEMBERS PRESENT	Andy Banfield, Dan Bliss, Steve Buffington, Michelle Crown, Amy Hannan, Jen Poeschl, Daphne Roberts, Marie Rose, Brian Stuart
MEMBERS ABSENT	Rich Ashford, Amanda Marchitelli, Jackie Temple
OBSERVERS	Nick Visnich
CALLED TO ORDER	7:35 P.M.

Agenda topics

APPROVAL OF PREVIOUS MINUTES

DISCUSSION		
None.		
CONCLUSIONS		
<ul style="list-style-type: none"> Motion to approve the full and public versions of the August 2011 Board Meeting Minutes: Stuart/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 September Board meeting: Banfield/Hannan – carried unanimously. 		
ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE

MEMBER COMMENTS

DISCUSSION		
None.		
CONCLUSIONS		

ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE

BOARD ANNOUNCEMENTS

BOARD MEMBERS

DISCUSSION		
<ul style="list-style-type: none"> • Board Member in Good Standing <ul style="list-style-type: none"> ○ All Board Members must pay their dues in full to be on the Board. ○ Look into better wording of the bylaws when membership dues are to be received and when Board Membership status can be terminated if dues are not received by deadline. • Attending Board Meetings via Phone <ul style="list-style-type: none"> ○ While it's possible, this should only be done in rare occurrences. This should be better worded in the bylaws as this was brought up 3 years ago and was not an option at that time. ○ Will be a problem if every Board Member calls in for a meeting. • Ice Painting <ul style="list-style-type: none"> ○ September 26 at 9AM. 		
CONCLUSIONS		
<ul style="list-style-type: none"> • Motion to approve October 1, 2011 as the deadline date for all returning Board Members to submit membership dues: Banfield/Poeschl – carried unanimously. 		
ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE
Bylaws <ul style="list-style-type: none"> • Look into better wording for membership dues and electronic means for meetings. 	All Board Members	

FINANCIAL

DAPHNE ROBERTS

DISCUSSION		
<ul style="list-style-type: none"> • Finances <ul style="list-style-type: none"> ○ Club is solvent. ○ Accounts Payable: \$45.00 ○ Audit Preparation <ul style="list-style-type: none"> ▪ Question of when to book Tropicurl earned income in years where event actually begins before fiscal year ends. <ul style="list-style-type: none"> • Board recommends carrying the earned income in the following fiscal year. ○ New Savings Account <ul style="list-style-type: none"> ▪ Opened a savings account to link to the PayPal account. 		

<ul style="list-style-type: none"> ▪ Paperwork needs to be completed for PayPal before money can be transferred from the PayPal account to the savings account. <ul style="list-style-type: none"> ○ 2011 Tropicurl Profit <ul style="list-style-type: none"> ▪ Revenue: \$24,625.00 ▪ Expenses: \$13,298.00 ▪ NET PROFIT: \$11,327.00

CONCLUSIONS		
	<ul style="list-style-type: none"> • Motion to pay invoices: Rose/Hannan – carried unanimously. 	
ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE

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 Clinic <ul style="list-style-type: none"> ○ Still need to contact Sandra McMakin about the November date. 	
CONCLUSIONS		

ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE
<ul style="list-style-type: none"> Contact Sandra McMakin. 	Dan Bliss	

FUNDRAISING

AMANDA MARCHITELLI

DISCUSSION		
<p>Jen Poeschl / Brian Stuart:</p> <ul style="list-style-type: none"> Pittsburgh Foundation and Day of Giving <ul style="list-style-type: none"> Unable to send mailer because we don't have mailing addresses. <ul style="list-style-type: none"> Send email to our contacts instead. Page is still not on the Pittsburgh Gives website. Pick an item to promote to reach the goal of donations. <ul style="list-style-type: none"> Will promote the goal of purchasing ice mat/pipes. <p>Marie Rose:</p> <ul style="list-style-type: none"> Giant Eagle Gift Cards <ul style="list-style-type: none"> Forms asking for bank information needs completed for the program. 		
CONCLUSIONS		
ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE
<p>Giant Eagle Gift Card</p> <ul style="list-style-type: none"> Send forms to Daphne for completion. 	Marie Rose	

OUTREACH

DAN BLISS

DISCUSSION		
<ul style="list-style-type: none"> Learn to Curl Sessions <ul style="list-style-type: none"> October 1 <ul style="list-style-type: none"> 3 sheets for the 1st draw. 1 sheet for the 2nd draw. 1 sheet for the 3rd draw. October 8 <ul style="list-style-type: none"> 2 sheets during the 2nd draw. New members have been asking for a learn to curl session. <ul style="list-style-type: none"> Try and slot them in during Meet Your Team Night. Use a working Google document to keep track of open ice time between Outreach, Scheduling, and Membership. With 24-26 teams, there should be ice available each week through the first week of November. 		

CONCLUSIONS		
ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE

PRO SHOP

BRIAN STUART

DISCUSSION		
<ul style="list-style-type: none"> Order for sliders and grippers as well as a few items requested by members will be shipped 09/12/11 so it will be here before October 1. 		
CONCLUSIONS		
ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE

LOGO SHOP

JEN POESCHL

DISCUSSION		
None.		
CONCLUSIONS		
ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE

EVENTS

MARIE ROSE

DISCUSSION		
<p>Dan Bliss:</p> <ul style="list-style-type: none"> OHPACA <ul style="list-style-type: none"> Next event is November 19 at Mayfield Curling Club. Pittsburgh's Event <ul style="list-style-type: none"> Need to find out what our options are with RMU. Need 3 sheets. 6-end games. 		
CONCLUSIONS		

ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE
<ul style="list-style-type: none"> • Check with RMU for OHPACA options. • Pick a curler from the last OHPACA event to write an article for the Granite Gazette and/or website. 	Steve Buffington Dan Bliss	

MEMBERSHIP

**AMY HANNAN
BRIAN STUART**

DISCUSSION		
<ul style="list-style-type: none"> • Membership as of 9/12/2011: <ul style="list-style-type: none"> ○ We have 84 members officially registered (7 new). This is fairly comparable to our fill rate in 2009. Another email will be sent to the larger database (excluding last years and current members since they either received an additional reminder or have joined). Any members from last year who have not yet registered will be contacted via telephone and a reasonable effort will be made to determine if they are planning on returning or not. • Registration Communication <ul style="list-style-type: none"> ○ Complaint was received about the notification of open registration being sent via email. ○ Electronic communication is the quickest and easiest form of communication to the members and has been used since the club was founded. Board agrees to continue this practice as the best cost-effective and time-efficient way to communicate to the members. 		
CONCLUSIONS		
ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE

SCHEDULING

STEVE BUFFINGTON

DISCUSSION		
None.		
CONCLUSIONS		
ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE

LEAGUES**STEVE BUFFINGTON**

DISCUSSION		
<ul style="list-style-type: none"> Based on registrations so far, we can plan on having only 3 draws, with a maximum of 30 teams, or 120 full time curlers. From last year, I have generic team and schedule rotations that can be reused. I got a list of those registered thru 8/30 and slotted them into teams based on their teammate requests. We have 18 partial teams so far. And there are many members that we know are returning who had not registered in August. I'll need some help slotting in the remaining players and ranking the teams for the 1st rotation. 		
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		
<p>Steve Buffington:</p> <ul style="list-style-type: none"> Tropicurl 2012 is scheduled for Thursday July 5th thru Sunday July 8th. We will get the ice Tuesday night like usual and have all day on the 4th to prep the ice. 		
CONCLUSIONS		
ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE

PUBLIC RELATIONS

MICHELLE CROWN

DISCUSSION		
<ul style="list-style-type: none"> Facebook <ul style="list-style-type: none"> We have enough people following our page to have our own URL: www.facebook.com/pittsburghcurlingclub As the season starts, more updates will be posted. If anyone has photos from events, please send them to me and I will add them to our page. Twitter <ul style="list-style-type: none"> Our Twitter URL is (www.twitter.com/PghCurlingClub). Promoting our Social Media accounts <ul style="list-style-type: none"> I created a small blurb and sent it to Marie for the next issue of the Granite Gazette. I will create posters to put up in the Warm Room and glass listing the URLs. If anyone has any news or items they feel should promoted using our social media accounts, please send those to me. 		
CONCLUSIONS		

ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE

WEBSITE

MARIE ROSE

DISCUSSION		
None.		
ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE

PRESIDENT’S REPORT

STEVE BUFFINGTON

DISCUSSION		
<p>The summer has been a very busy time for the Club and it's worth reviewing our accomplishments.</p>		
<ul style="list-style-type: none"> • In mid-June a Pittsburgh teams won the GNCC Arena Championships, as well as the forth event. This is the second year in a row that Pittsburgh has won the event and this year, the two PCC teams who attended won the top 2 events. • June 30 thru July 3, we held Tropicurl, our 6th annual summer bonspiel. At 48 teams, this is one of the largest tournaments in the country and has a very strong following from those teams who have participated. This year, the spiel filled up in late March and we had 37 returning teams. Tropicurl also creates a lot of name recognition for the club. Yes, we had an issue with the ice this year, but we recognized the problem and fixed it. By Saturday, we had good ice again. Finally, Tropicurl is a consistent fund raiser for us. • We renewed our contract with RMU Island Sports Center. Our basic ice times, the fees we pay for ice rental and incentives for filling the open ice remain the same as last year. Keep in mind that if we fill the ice each week, we should get about \$4,000 in profit sharing fees from RMU. • In mid-July, we held a "Learn to Curl" session at the Console Energy Center. The Penguins front office had contacted us last year about an event that never panned out. Then, just before Tropicurl, they approached us again to participate in their celebration activities for the one-year anniversary of being in the new building. We had to scramble a bit to get organized with such short notice; we rented a truck, hauled a bunch of granite and had a really good time. We also made some contacts that might help us with introductions to foundations and sources of funding grants. • As part of transporting our rocks to the Console Energy Center, we decided to finally get insurance on our rocks. This is something we have needed to do for a long time, and the Pen's event was the catalyst. If you set aside the cost of rock insurance as something we needed anyway, The Pen's event showed a net profit. Next year, we should shop around and see if we can improve our insurance rate. • In August, the finance side of our Building Committee submitted a profile of the Club to the Pittsburgh Foundation. This is intended to get us listed as an approved charity for 		

Pittsburgh's "Day of Giving". We have been told that we were accepted, but our profile is not posted yet. If this works out, donations to the club made thru the day of giving website will receive some level of matching funds. This is a great accomplishment and we will need to get the word out.

- As you can tell, I'm placing an emphasis on the money we make from the events we hold. Now is the time for all of us to concentrate on fundraising. We have a stable club, a good board and most aspects of the club function smoothly. The only thing holding us back from growing our membership is the lack of consistent quality ice. The way for us to have better ice for league play is to build our own ice rink. It can be done and it is within our grasp.

CONCLUSIONS

ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE

MEETING ADJOURNED	Motion to adjourn: Hannan/Crown – carried unanimously
NEXT BOARD MEETING	October 10, 2011 at 7:30 P.M. – Hat Trick Club

EMAIL VOTES

ALL

DISCUSSION		
None.		
CONCLUSIONS		
ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE