

Pittsburgh Curling Club Board Meeting Minutes

2/13/2012

7:30 PM

RMU ISLAND SPORTS CENTER HAT TRICK CLUB

MEMBERS PRESENT	Andy Banfield, Dan Bliss, Steve Buffington, Michelle Crown, Amy Hannan Amanda Marchitelli, Jen Poeschl, Daphne Roberts, Marie Rose, Brian Stuart, Jacki Temple
MEMBERS ABSENT	Rich Ashford
OBSERVERS	Len Jarabeck, 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 January 2012 Board Meeting minutes: Hannan/Marchitelli – carried unanimously. 		
ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE

APPROVAL OF CONSENT AGENDA

DISCUSSION		
<ul style="list-style-type: none"> Public Relations <ul style="list-style-type: none"> Use of PCC Logo <p>Item discussed is reflected in the Public Relations section below.</p>		
CONCLUSIONS		
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"> • Annual Meeting <ul style="list-style-type: none"> ○ Annual Meeting will be held on March 28, 2012 at 7:30 P.M. in the Hat Trick Club. ○ Michelle Crown will send out the notice in accordance to the current by-laws. • Nomination Committee <ul style="list-style-type: none"> ○ Michelle Crown has the necessary files (ballots, tally sheets, script for the meeting, and Board Member job description). ○ Committee will ask the incumbents if they wish to serve again and be placed on the ballots. ○ Committee will ask potential candidates if they would like to run for the Board. Committee will give all candidates the Board Member job description for review. • Borrowing Equipment <ul style="list-style-type: none"> ○ Lora and Gerry Kyle have requested to borrow the wheelie rocks on February 25, 2012. • GNCC <ul style="list-style-type: none"> ○ GNCC Annual Meeting <ul style="list-style-type: none"> ▪ Meeting to be held April 13-14, 2012 in Cape Cod, MA ▪ Based on our 2011-2012 membership numbers, PCC has been assigned 101 votes. ▪ At the March Board meeting, need to discuss who is going and the costs. ○ Arena Curling Championship <ul style="list-style-type: none"> ▪ Several PCC teams are interested. ▪ Discussed the rules & criteria for selecting teams. Rules were obtained from the GNCC website. At the time of the Board meeting, the GNCC has not sent out the official rules for the 2012 championship. ▪ Based on the previous rules for entries, 1 rink is guaranteed per club, however if space allows, multiple entries can be entered with the club ordering the entries.

- Selecting and ordering the teams for submission:
 - If a PCC team wins the previous year's championship, that team has first choice and is ordered first.
 - Any other interested skips may assemble a team and submit to the President for signoff, numerical order, and submitted to the GNCC. (Previous year's rules stated the club President must signoff, order and submit the teams.)
 - Numerical order will be done by lot.

CONCLUSIONS

- Motion to approve the loan of both wheelie rocks to Lora and Gerry Kyle with the understanding the rocks must be returned by March 17, 2012 for the SteelSpiel: Rose/Banfield – carried unanimous.
- Motion to approve the following team selection and numerical ordering process for the 2012 GNCC Arena Club Championship (with the provision if the GNCC sends out new rules, the numerical ordering process may be revisited):

If a PCC teams wins the previous year's GNCC Arena Club Champions, that team is offered first choice and if the team accepts, they are ordered first. Any other interested skips can assemble teams and submit the names to the President. The President will approve the teams and numerically order them by lot.

Motion and second: Crown/Banfield
 YES votes: 9
 NO votes: None
 ABSTAIN: 1
 Motion carried.

ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE
GNCC Arena Club Championship <ul style="list-style-type: none"> • Contact the GNCC Events Chair and get the rules for the 2012 Championship. 	Steve Buffington	

FINANCIAL

DAPHNE ROBERTS

DISCUSSION

- Finances
 - Club is solvent.
 - Accounts Payable: \$2,750.30
 - Accounts Receivable: \$1,200.00
- Other items
 - Transfer PayPal account balance to one of our accounts accruing interest since PayPal does not offer interest.
 - Daphne Roberts and Brian Stuart to review investment option application and make recommendations to the Board at the March meeting.

CONCLUSIONS		
<ul style="list-style-type: none"> Motion to pay invoices: Banfield/Temple – carried unanimously. 		
ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE
Investment Options <ul style="list-style-type: none"> Review application and make recommendations at the March Board meeting. 	Daphne Roberts Brian Stuart	

ICE OPERATIONS & EQUIPMENT

JIM MEYER

DISCUSSION		
None.		
CONCLUSIONS		
ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE

JUNIOR PROGRAM

TBD

DISCUSSION		
None.		
CONCLUSIONS		
ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE

TRAINING

TBD

DISCUSSION		
None.		
CONCLUSIONS		
ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE

FUNDRAISING**AMANDA MARCHITELLI**

DISCUSSION		
Steve Buffington: <ul style="list-style-type: none"> • The Small Games of Chance License was obtained. • Continued reviewing and discussing fundraising ideas. Marie Rose: <ul style="list-style-type: none"> • Giant Eagle Gift Card Program <ul style="list-style-type: none"> ○ Giant Eagle should have received all the necessary paperwork. 		
CONCLUSIONS		
ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE

OUTREACH**DAN BLISS**

DISCUSSION		
None.		
CONCLUSIONS		
ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE

PRO SHOP**BRIAN STUART**

DISCUSSION		
None.		
CONCLUSIONS		
ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE

LOGO SHOP

JEN POESCHL

DISCUSSION		
<ul style="list-style-type: none"> • Sales <ul style="list-style-type: none"> ○ January Sales \$582 • Merchandise <ul style="list-style-type: none"> ○ We now have car magnets. I was able to get a Groupon for VistaPrint cost \$15 get \$60 in merchandise then I paid the balance of \$27.43 for magnets. ○ Picked up Tropicurl t-shirts. Shirts are navy and we have long sleeve (\$25), short sleeve (\$22) and ladies tank tops (\$20). Pins will be \$5. Will do a pre-order for shirts and pins for non-Pittsburgh curlers who do not have opportunity to buy until Tropicurl. • Anniversary Pins <ul style="list-style-type: none"> ○ One more anniversary pin was sold at the pre-order price of \$10, the order came from a curler in Wisconsin, but I didn't get the mail until mid-January, pre-order price is being honored as it was in the mail before the deadline. ○ 4 Anniversary Pins were sold at the regular price of \$15. ○ The 2 Anniversary pins that were purchased by non-Pittsburgh people were mailed to them. Most other pins have been distributed, there are several Pittsburgh people who have not been to curling and have not received their pins, I will wait until the end of the season before figuring out how to get these people their pins. • Donations <ul style="list-style-type: none"> ○ Donated logo shop items to Tropiganza (2011 Tropicurl merchandise). ○ Organizing merchandise to be donated to SteelSpiel. 		
CONCLUSIONS		
ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE

EVENTS

MARIE ROSE

DISCUSSION		
<ul style="list-style-type: none"> • SteelSpiel <ul style="list-style-type: none"> ○ Will begin advertising weekend of 2/11. ○ Will as usual be soliciting pot luck or auction items. ○ Awards <ul style="list-style-type: none"> ▪ Junior Curler <ul style="list-style-type: none"> • Decision to be made by March Board meeting. ▪ Best New Curler <ul style="list-style-type: none"> • Steve Burchesky will still assist. • Email addresses of all skips and non-skip Board members will be needed. 		

- Curler of the Year
 - Past recipients Andy Banfield and Dan Bliss will handle the selection and plaque.
- President's MVP
 - Steve Buffington will handle selection and plaque.
- Rochester Friendly
 - Signups starting 2/11. Spread the word!
- Venture Outdoors
 - May 19, 2012 at Point State Park.
 - PCC has participated in the past and is very popular at the event.
 - They have an EXCELLENT newsletter – might be a consideration for placing an ad if we're ever feeling the need to do so.

CONCLUSIONS

- Motion to approve the participation and associated fees of \$140.00 for the Venture Outdoors event to be held May 19, 2012 at Point State Park: Rose/Marchitelli – carried unanimously.

ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE

MEMBERSHIP

**AMY HANNAN
BRIAN STUART**

DISCUSSION

- As of February 10th we have 102 members (16 of those are new members as we just acquired our newest member on January 31st).
- Will expect to discuss membership issues (dates, dues, etc...) in April or May for the 2012-2013 season.

CONCLUSIONS

ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE

SCHEDULING

STEVE BUFFINGTON

DISCUSSION

- Wristband update
 - We are ahead for the season.
 - Please note that our profit is directly related to hosting Learn to Curl activities. Without the L2C's we would not have offset our initial \$750.00 ice rental fee. This is an important source of income for the club. This really points the need to support Dan in hosting and running the L2C sessions.
- Ice Use
 - Barring any new makeup games, we have the following times that will be available for pick-up games: Teams can tune up for the playoffs or practice for Cherry Blossom.

Feb 18 – 5:00 (1 sheet); 7:10 (1 sheet)
Feb 25 – 5:00 (2 sheets); 7:10 (2 sheets); 9:20 (2 sheets)
March 3 – 7:10 (2 sheet) – could be used by teams eliminated at the 5:00 draw
March 10 – open ice for pick-up games

Assignment of spares will need to have a priority over pick-up games.
- Playoff Schedule for D Division
 - The D-Division has 3 teams. Several options for the playoffs were discussed.
 - The Board agrees to keep the Pierogi Medal Championship event.
- Discussed current method of assigning spares
 - Ideas that are workable and flexible are welcomed.
 - Any change would be implemented for the 2012-2013 season.

CONCLUSIONS

ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE

LEAGUES

STEVE BUFFINGTON

DISCUSSION

- Right now, I have three makeup games scheduled for Feb 25th. And the D-division plays their final games that night. I can't attend that night, so I need someone to assist in getting these games off.
- As usual for the end of a rotation, we will need to measure skips rocks as a tie-breaker. That will be done on Feb 18 and Feb 25th, if needed.
- We rotate the teams one final time to set the seeding for the playoffs. I have a playoff template set up and will get that on the calendar soon.

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

Amy Hannan:

- Mac Purvis has sent the snail mail flyers and registration forms to last year's participants.
- We are at 15 registered teams for this year – 14 returning and one Pittsburgh team that is new this year.
- As of February 10th are down 25% compared to the same time frame as last year (adjusted for date of initial email blast).

Marie Rose:

- Held the first meeting – lots of good input. Next meeting is scheduled for Feb 29th. Anyone wishing a copy of the minutes from the meeting – just ask.
- Tropiganza is set for Sat Feb 18th. Jacki Temple is organizing decorations, prizes and snacks. Steve Buffington has printed off the big sign-up sheets to hang on the glass during curling.
- Holiday Inn contact person has changed. Newest person has gotten in touch with me.
- DJ – our DJ from last year is already booked, but Daphne has found an excellent substitute at a slightly higher rate (\$300.00). TropiCurl budget has entertainment at \$250.00.
 - The extra \$50.00 can be allocated from the Logo Shop budget line item for Tropicurl pins. The 2012 Tropicurl pins were donated by Mac Purvis.
- Website registration is in place.

CONCLUSIONS

ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE

PUBLIC RELATIONS

MICHELLE CROWN

DISCUSSION

- Use of PCC Logo
 - Request from Rochester Curling Club was granted to use the PCC Logo for the upcoming Rochester Friendly.

CONCLUSIONS

ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE

WEBSITE

MARIE ROSE

DISCUSSION		
<ul style="list-style-type: none"> • Google Docs is very helpful and has made posting league updates much easier. 		
ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE

PRESIDENT’S REPORT

STEVE BUFFINGTON

DISCUSSION		
<p><u>Bylaws update:</u></p> <p>As you know, we have been working on a significant revision to the PCC Bylaws. That revision is now finished. The process of revising the Bylaws is stipulated in the Bylaws themselves and we are committed to follow the rules. Our current bylaws state:</p> <p style="text-align: center;">ARTICLE XI Amendments</p> <p>The Bylaws of the Pittsburgh Curling Club may be amended only as follows:</p> <p>Section 1 A copy of the proposed amendment, signed by the lesser of either ten (10) members or 10% of the current membership, and shall be served upon the Secretary.</p> <p>Section 2 The Secretary will assign the proposal to the agenda of the next regular meeting of the Club that is at least ten (10) days before action shall be taken.</p> <p>Section 3 The Secretary shall then give notice by postal mail or electronic means to each Resident Member at least five (5) days before action is to be taken thereon that an amendment to the By-Laws has been proposed, and that action thereon will be taken at the next regular meeting. The notice shall include a proxy for those not able to attend.</p> <p>Section 4 Such amendment shall be adopted only by at least two-thirds vote in the affirmative by the members present in person or by proxy at the meeting.</p> <p>The proposed amendment was presented to the Secretary on January 28th and the proposal has been assigned to the Agenda for the February 13th board meeting. Section 2, above indicates that we can take no action (interpreted as voting on the proposed changes) for 10 days after this meeting.</p> <p>Therefore, the vote will be held at the March meeting or at the Annual Meeting.</p> <p>The Board has decided to hold the vote at the Annual Meeting.</p> <p><u>Small Games of Chance License:</u></p> <p>It has been a long process to get this License, but we are finally there. Our License was granted on January 23rd.</p>		

Thanks to James Mills for restarting this effort, determining what we needed to include in the application and attending the Neville Township Meeting to get the needed proclamation.

This License is needed so that we can hold larger Raffles and expand our fundraising beyond the curling club.

CONCLUSIONS

ACTION ITEMS

PERSON RESPONSIBLE

DEADLINE

MEETING ADJOURNED	Motion to adjourn: Temple/Crown – carried unanimously.
NEXT BOARD MEETING	March 12, 2012 at 7:30 P.M. – Hat Trick Club

EMAIL VOTES

ALL

DISCUSSION

None.

CONCLUSIONS

ACTION ITEMS

PERSON RESPONSIBLE

DEADLINE