

# Pittsburgh Curling Club Board Meeting Minutes

3/12/2012

7:30 PM

RMU ISLAND SPORTS CENTER HAT TRICK CLUB

<b>MEMBERS PRESENT</b>	Dan Bliss, Steve Buffington, Michelle Crown, Amy Hannan, Jen Poeschl, Daphne Roberts, Marie Rose, Brian Stuart, Jacki Temple
<b>MEMBERS ABSENT</b>	Rich Ashford, Andy Banfield, Amanda Marchitelli
<b>OBSERVERS</b>	Len Jarabek
<b>CALLED TO ORDER</b>	7:40 P.M.

## Agenda topics

### APPROVAL OF PREVIOUS MINUTES

<b>DISCUSSION</b>		
	None.	
<b>CONCLUSIONS</b>		
	<ul style="list-style-type: none"> <li>Motion to approve the full and public versions of the February 2012 Board Meeting minutes: Rose/Stuart – carried unanimously.</li> </ul>	
<b>ACTION ITEMS</b>	<b>PERSON RESPONSIBLE</b>	<b>DEADLINE</b>

### APPROVAL OF CONSENT AGENDA

<b>DISCUSSION</b>		
	None.	
<b>CONCLUSIONS</b>		
	<ul style="list-style-type: none"> <li>Motion to approve the consent agenda for the March Board meeting: Temple/Bliss – carried unanimously.</li> </ul>	
<b>ACTION ITEMS</b>	<b>PERSON RESPONSIBLE</b>	<b>DEADLINE</b>

### MEMBER COMMENTS

<b>DISCUSSION</b>		
	None.	
<b>CONCLUSIONS</b>		

ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE

## BOARD ANNOUNCEMENTS

## BOARD MEMBERS

DISCUSSION
<ul style="list-style-type: none"> <li>• Nomination Committee <ul style="list-style-type: none"> <li>○ All 4 Board Members up for re-election have agreed to run again.</li> <li>○ The Board Member job description was updated to reflect this year's election information.</li> <li>○ Committee is asking additional members to run for the Board and given the job description for review. <ul style="list-style-type: none"> <li>▪ 5 people have been asked with 3 accepting and the other 2 have not responded yet.</li> </ul> </li> <li>○ Ballots, tally sheets, and all necessary documents for the elections are being updated.</li> </ul> </li> <li>• Annual Meeting format <ul style="list-style-type: none"> <li>○ Approve minutes and any bills.</li> <li>○ Any committee chair can report a year-end summary if they wish to do so.</li> <li>○ Announce bylaws amendment vote. <ul style="list-style-type: none"> <li>▪ Yes/No ballot (Jacki Temple offered to collect and count the ballots.)</li> <li>▪ Announce results.</li> <li>▪ If passed, the amended bylaws will take effect after the meeting.</li> </ul> </li> <li>○ Board of Directors elections and results.</li> </ul> </li> <li>• GNCC <ul style="list-style-type: none"> <li>○ Arena Curling Championship <ul style="list-style-type: none"> <li>▪ GNCC dues for each participant are required prior to the event.</li> <li>▪ PCC participants will send check to cover the dues. Important to save the returned check as the receipt for reimbursement from the club and proof to the GNCC of dues already paid.</li> </ul> </li> <li>○ GNCC Annual Meeting <ul style="list-style-type: none"> <li>▪ April 13-14, 2012 in North Falmouth, MA.</li> <li>▪ Jacki Temple (GNCC Rep) is able to go and will put together estimated travel costs to be voted on by the Board.</li> </ul> </li> </ul> </li> <li>• SteelSpiel Awards <ul style="list-style-type: none"> <li>○ The Board has selected the Junior Curler Award.</li> </ul> </li> <li>• League Champions Trophy (Steve Buffington) <ul style="list-style-type: none"> <li>○ Looking into getting quotes on what it would cost to get a different type of engraving square for the trophy. The current squares are difficult to remove to send out to get engraved.</li> </ul> </li> </ul>

<ul style="list-style-type: none"> <li>• Small Games of Chance License <ul style="list-style-type: none"> <li>○ State laws changed regarding Small Games of Chance licenses.</li> <li>○ When time for renewal, the President and Secretary will have to submit background checks along with the renewal application and fee.</li> </ul> </li> </ul>		
<b>CONCLUSIONS</b>		
<b>ACTION ITEMS</b>	<b>PERSON RESPONSIBLE</b>	<b>DEADLINE</b>

**FINANCIAL**

**DAPHNE ROBERTS**

<b>DISCUSSION</b>		
<ul style="list-style-type: none"> <li>• Finances <ul style="list-style-type: none"> <li>○ Club is solvent.</li> <li>○ Accounts Payable: \$0.00</li> <li>○ Accounts Receivable: \$150.00</li> </ul> </li>   <li>• Investment Options <ul style="list-style-type: none"> <li>○ Daphne Roberts and Brian Stuart have extensively reviewed an application for an investment firm.</li> <li>○ There a few outstanding questions that need addressed by the firm prior to a Board vote.</li> </ul> </li> </ul>		
<b>CONCLUSIONS</b>		
<b>ACTION ITEMS</b>	<b>PERSON RESPONSIBLE</b>	<b>DEADLINE</b>
Investment Options <ul style="list-style-type: none"> <li>• Call or visit office to resolve questions.</li> </ul>	Daphne Roberts Brian Stuart	

**ICE OPERATIONS & EQUIPMENT**

**JIM MEYER**

<b>DISCUSSION</b>		
None.		
<b>CONCLUSIONS</b>		

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
<p>Marie Rose:</p> <ul style="list-style-type: none"> <li>• Giant Eagle Gift Card Program <ul style="list-style-type: none"> <li>○ We have been approved to purchase discounted gift cards through Giant Eagle Corporate. Our discount: <ul style="list-style-type: none"> <li>▪ \$1,000.00 (the minimum)      2%</li> <li>▪ Up to \$3,000.00                3%</li> <li>▪ Up to \$4,000.00                4%</li> <li>▪ \$5,000.00 and up                5%</li> </ul> </li> <li>○ Gift cards must be paid for (for the first 5 times) with either a bank check or cashier's check. A call is placed to order the gift cards. When they receive the check, they send the gift cards via certified mail (so they have to be signed for).</li> <li>○ Obviously this only seems to make sense if we do this at the \$5,000.00 level – a \$4,750.00 outlay to the club. \$4,750.00 is not actually as risky as it might initially seem (I spend \$60 - \$100 weekly at Giant eagle). Others may also be doing the same.</li> </ul> </li> </ul>

<b>CONCLUSIONS</b>		
<ul style="list-style-type: none"> <li>• Motion to approve \$5,000.00 worth of Giant Eagle gift cards through the Giant Eagle Gift Card Program and any mailing costs and the fee for the certified check: Rose/Poeschl – carried unanimously.</li> </ul>		
<b>ACTION ITEMS</b>	<b>PERSON RESPONSIBLE</b>	<b>DEADLINE</b>

**OUTREACH**

**DAN BLISS**

<b>DISCUSSION</b>		
<ul style="list-style-type: none"> <li>• Learn to Curl Sessions <ul style="list-style-type: none"> <li>○ We wrapped up the LTCs for the season on February 18<sup>th</sup></li> <li>○ A total of 214 people attended classes this year.</li> <li>○ Thanks to all the instructors' hard work this year.</li> <li>○ A planned LTC with the Hope Network in February didn't work out due to scheduling issues, so I'll try to get them in early next season.</li> </ul> </li> <li>• Mini-League <ul style="list-style-type: none"> <li>○ We are looking into having a spring mini league in the fall immediately before the start of next season. I believe we only had 1-2 people from last spring's mini league become members, while many people joined from the post-Olympic mini leagues. I'm hoping that a fall league will lead to more people becoming members in non-Olympic years.</li> </ul> </li> </ul>		
<b>CONCLUSIONS</b>		
<b>ACTION ITEMS</b>	<b>PERSON RESPONSIBLE</b>	<b>DEADLINE</b>

**PRO SHOP**

**BRIAN STUART**

<b>DISCUSSION</b>		
No report submitted.		
<b>CONCLUSIONS</b>		
<b>ACTION ITEMS</b>	<b>PERSON RESPONSIBLE</b>	<b>DEADLINE</b>

**LOGO SHOP****JEN POESCHL**

<b>DISCUSSION</b>		
<ul style="list-style-type: none"> <li>• Logo Shop Sales for February: \$162.00</li> <li>• 2012 Tropicurl pins are in stock and for sale.</li> </ul>		
<b>CONCLUSIONS</b>		
<b>ACTION ITEMS</b>	<b>PERSON RESPONSIBLE</b>	<b>DEADLINE</b>

**EVENTS****MARIE ROSE**

<b>DISCUSSION</b>		
<p>Dan Bliss:</p> <ul style="list-style-type: none"> <li>• OHPACA <ul style="list-style-type: none"> <li>○ The final OHPACA event of the season is scheduled for April 1st at the Columbus Curling Club. Signups are going slower than the previous events – 9-10 people have signed up so far. The cost is \$25 and includes two games and lunch.</li> <li>○ The first OHPACA event for next season is tentatively scheduled for July 23rd at the Cleveland Skating Club. That is a Monday, so they may have made a mistake in the date.</li> </ul> </li> </ul> <p>Marie Rose:</p> <ul style="list-style-type: none"> <li>• Rochester Friendly <ul style="list-style-type: none"> <li>○ We have very poor participation this year – 18 are signed up right now. I've spoken repeatedly to all of our new members and have gotten a few, but mostly people are otherwise booked. I've communicated this with the contact person in Rochester so they can plan accordingly. Most of our non repeat curlers have conflicts this year; no one has mentioned the increase in cost as a factor.</li> </ul> </li> <li>• Steelspiel <ul style="list-style-type: none"> <li>○ Should be great! Lots of fun stuff and pledges for auction items as well as people offering to bring food. Steve's working on the president's portion as well as some nice display items. I'll be sending final nag-emails to everyone who is playing a role in the event this week.</li> </ul> </li> </ul>		
<b>CONCLUSIONS</b>		
<b>ACTION ITEMS</b>	<b>PERSON RESPONSIBLE</b>	<b>DEADLINE</b>

**MEMBERSHIP****AMY HANNAN  
BRIAN STUART**

<b>DISCUSSION</b>		
<ul style="list-style-type: none"> <li>No new members this month so we end the season with 102 members (16 of those were new members).</li> <li>Will expect to discuss membership issues (dates, dues, etc...) in April or May for the 2012-2013 season.</li> </ul>		
<b>CONCLUSIONS</b>		
<b>ACTION ITEMS</b>	<b>PERSON RESPONSIBLE</b>	<b>DEADLINE</b>

**SCHEDULING****STEVE BUFFINGTON**

<b>DISCUSSION</b>		
None.		
<b>CONCLUSIONS</b>		
<b>ACTION ITEMS</b>	<b>PERSON RESPONSIBLE</b>	<b>DEADLINE</b>

**LEAGUES****STEVE BUFFINGTON**

<b>DISCUSSION</b>		
None.		
<b>CONCLUSIONS</b>		
<b>ACTION ITEMS</b>	<b>PERSON RESPONSIBLE</b>	<b>DEADLINE</b>

**FACILITIES****ANDY BANFIELD**

<b>DISCUSSION</b>		
None.		
<b>CONCLUSIONS</b>		

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>Amy Hannan:</p> <ul style="list-style-type: none"> <li>• Snail mail and email registration forms have been sent to last year's participants and at least one reminder email was sent prior to the returning team deadline of Feb. 29<sup>th</sup>.</li> <li>• New teams will be notified on March 15<sup>th</sup> as to their official entry status, but as of March 12<sup>th</sup>, all those on the wait list will be placed.</li> <li>• According to Mac, we are pretty much on track for registrations if we compare our fill rate for each year except last year (we filled very quickly last year for some reason).</li> <li>• We may want to push the event, though, with flyers and registration forms at upcoming events like Cherry Blossom, Bonsqueal, etc.</li> </ul> <p>Marie Rose:</p> <ul style="list-style-type: none"> <li>• Bartender Service <ul style="list-style-type: none"> <li>○ Booked bartender services. Our cost and cash bar prices are the same as last year.</li> </ul> </li> </ul>



- Food
  - Looking at different options for food.
- Decorations
  - I spoke with Jack Hoffman recently and he said all of the decorations (including the Booty Bar) are technically the PCC's. He would like to hand them off at some point. I asked him to hold onto them until TropiCurl. I need to confirm that the Booty Bar would remain with us.
- Volunteer Signups
  - We are starting to get some signups for TropiCurl. Steve will be mentioning TropiCurl at the Steelspiel.
- Games
  - We are retiring the signpost contest and are looking for something to replace it. Ideas are welcome!!! Unless everyone thinks we don't actually need anything.

**CONCLUSIONS**

**ACTION ITEMS**

**PERSON RESPONSIBLE**

**DEADLINE**

**PUBLIC RELATIONS**

**MICHELLE CROWN**

**DISCUSSION**

None.

**CONCLUSIONS**

**ACTION ITEMS**

**PERSON RESPONSIBLE**

**DEADLINE**

**WEBSITE**

**MARIE ROSE**

**DISCUSSION**

None.

**ACTION ITEMS**

**PERSON RESPONSIBLE**

**DEADLINE**

**PRESIDENT'S REPORT**

**STEVE BUFFINGTON**

**DISCUSSION**

None.

<b>CONCLUSIONS</b>		
<b>ACTION ITEMS</b>	<b>PERSON RESPONSIBLE</b>	<b>DEADLINE</b>

<b>MEETING ADJOURNED</b>	Motion to adjourn: Poeschl/Temple – carried unanimously.
<b>NEXT BOARD MEETING</b>	May 14, 2012 at 7:30 P.M. – Hat Trick Club

**EMAIL VOTES**

**ALL**

<b>DISCUSSION</b>		
None.		
<b>CONCLUSIONS</b>		
<b>ACTION ITEMS</b>	<b>PERSON RESPONSIBLE</b>	<b>DEADLINE</b>