

# Pittsburgh Curling Club Annual Meeting Minutes

3/28/2012

7:30 PM

RMU ISLAND SPORTS CENTER HAT TRICK CLUB

<b>MEMBERS PRESENT</b>	Andy Banfield, Dan Bliss, Steve Buffington, Michelle Crown, Amy Hannan, Amanda Marchitelli, Jen Poeschl, Daphne Roberts, Marie Rose, Brian Stuart, Jacki Temple
<b>MEMBERS ABSENT</b>	Rich Ashford
<b>OBSERVERS</b>	Matt Berwick, Paul Fey, Thad Fields, Len Jarabek, Erin McManus, Mark Robinson, John Zavinsky, Emily Zewe, Richard Zewe
<b>CALLED TO ORDER</b>	7:35 P.M.

## Agenda topics

### CALL TO ORDER

**STEVE BUFFINGTON**

<b>DISCUSSION</b>		
	<ul style="list-style-type: none"> <li>Meeting called to order.</li> <li>Explanation and format of the annual meeting given to all in attendance.</li> </ul>	
<b>CONCLUSIONS</b>		
<b>ACTION ITEMS</b>	<b>PERSON RESPONSIBLE</b>	<b>DEADLINE</b>

### 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 March 2012 Board Meeting minutes: Stuart/Temple – carried unanimously.</li> </ul>	
<b>ACTION ITEMS</b>	<b>PERSON RESPONSIBLE</b>	<b>DEADLINE</b>

**BOARD ANNOUNCEMENTS**

**BOARD MEMBERS**

<b>DISCUSSION</b>		
<ul style="list-style-type: none"> <li>• GNCC Meeting               <ul style="list-style-type: none"> <li>○ The annual GNCC Meeting will be held April 14-15, 2012 in Cape Cod.</li> <li>○ Jacki Temple is the club’s GNCC Representative and will attend the meeting.</li> </ul> </li>   <li>• Bylaws Amendment               <ul style="list-style-type: none"> <li>○ Copies of the proposed amendment to the bylaws were available to all in attendance to review before the call to vote. (In the prior months, the Board solicited feedback and held a special meeting for membership to attend regarding the amendment.)</li>   <li>○ If the amendment passes, the changes will not take effect until after the Annual Meeting concludes.</li>   <li>○ Ballots were distributed to eligible members (including eligible proxies).</li>   <li>○ Ballots were collected and tallied by Board Member Jacki Temple.</li>   <li>○ Voting result:                   <ul style="list-style-type: none"> <li>▪ The proposed amendment to the bylaws was passed.</li> </ul> </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: \$250.00</li>   <li>○ Accounts Receivable: 63.00</li> </ul> </li>   <li>• Financial Statements               <ul style="list-style-type: none"> <li>○ The FYE 06-30-2011 Independent Audit of Financial Statements                   <ul style="list-style-type: none"> <li>▪ Returned with unqualified opinion.</li>   <li>▪ This means that the auditor’s opinion of our financial statement is given without any reservations. Such an opinion basically states that the auditor feels that the PCC followed all accounting rules appropriately and that the financial reports are an accurate representation of the PCC’s financial condition.</li> </ul> </li>   <li>○ The FYE 06-30-2012 Pro-forma Income Statement (% change compared with FYE</li> </ul> </li> </ul>		

06-30-2011) was reviewed.		
<ul style="list-style-type: none"> <li>o The 06-30-2012 Pro-forma Balance Sheet (% change compared with 06-30-2011) was reviewed.</li> <li>o Actual vs. Budget projections for revenue and expenses was reviewed.</li> </ul>		
<b>CONCLUSIONS</b>		
<ul style="list-style-type: none"> <li>• Motion to pay invoices: Temple/Banfield – carried unanimously.</li> </ul>		
<b>ACTION ITEMS</b>	<b>PERSON RESPONSIBLE</b>	<b>DEADLINE</b>

**ICE OPERATIONS & EQUIPMENT**

**JIM MEYER**

<b>DISCUSSION</b>		
<ul style="list-style-type: none"> <li>• Yearly report (Steve Buffington) <ul style="list-style-type: none"> <li>o Thanks to Jim Meyer for taking over as the Ice Operations and Equipment chair and ice operations.</li> </ul> </li> </ul>		
<b>CONCLUSIONS</b>		
<b>ACTION ITEMS</b>	<b>PERSON RESPONSIBLE</b>	<b>DEADLINE</b>

**JUNIOR PROGRAM**

**TBD**

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

**TRAINING**

**TBD**

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

ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE

**FUNDRAISING**

**AMANDA MARCHITELLI**

DISCUSSION		
<ul style="list-style-type: none"> <li>• Yearly Report               <ul style="list-style-type: none"> <li>○ 2011-2012 Fundraisers                   <ul style="list-style-type: none"> <li>▪ Day of Giving (\$7,544.16 donated)</li> <li>▪ Rock Handle Engraving Program</li> <li>▪ Recycle Program</li> <li>▪ Thanks to all who have donated.</li> </ul> </li> <li>○ 2012-2013                   <ul style="list-style-type: none"> <li>▪ Continue with the Rock Handle Engraving and Recycle Programs</li> <li>▪ Giant Eagle Gift Card Program</li> <li>▪ Thanks to James Mills for working on obtaining the Small Games of Chance License.</li> <li>▪ Continue to look into other fundraising opportunities.</li> </ul> </li> </ul> </li> </ul>		
CONCLUSIONS		
ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE

**OUTREACH**

**DAN BLISS**

DISCUSSION		
<ul style="list-style-type: none"> <li>• Yearly Report               <ul style="list-style-type: none"> <li>○ Good year with Learn to Curl sessions</li> <li>○ Had more smaller classes than large group sessions</li> <li>○ Lots of help from instructors this year</li> <li>○ Approximately 214 people attended a session</li> <li>○ Held a Learn to Curl session for the Pittsburgh Penguins Organization at Consol Energy Center</li> <li>○ May hold a mini-league in the Fall</li> </ul> </li> </ul>		
CONCLUSIONS		
ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE

**PRO SHOP****BRIAN STUART**

DISCUSSION		
<ul style="list-style-type: none"> <li>• Yearly Report               <ul style="list-style-type: none"> <li>○ Tough year for sales.                   <ul style="list-style-type: none"> <li>▪ Goldline closed their warehouse in Rochester, NY store so shipping now comes from Canada which is expensive.</li> </ul> </li> <li>○ Brooms Up will honor the Goldline price list next season (verbal agreement).</li> </ul> </li> </ul>		
CONCLUSIONS		
ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE

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

DISCUSSION		
<ul style="list-style-type: none"> <li>• Yearly Report               <ul style="list-style-type: none"> <li>○ Sales (Tropicurl 2011 through February 2012)                   <ul style="list-style-type: none"> <li>▪ \$2,495.00</li> </ul> </li> <li>○ New items added to the Logo Shop this year.</li> <li>○ Looking for suggestions for items to sell.</li> </ul> </li> </ul>		
CONCLUSIONS		
ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE

**EVENTS****MARIE ROSE**

DISCUSSION		
<ul style="list-style-type: none"> <li>• Yearly Report               <ul style="list-style-type: none"> <li>○ Very busy year for the club.</li> <li>○ 2011 Annual Meeting</li> <li>○ Rochester Friendly</li> <li>○ Sent a representative to the annual GNCC Meeting</li> <li>○ Held a mini-league</li> <li>○ Participated in Venture Outdoors</li> <li>○ Club members attended the GNCC Arena Championship (1<sup>st</sup> and 2<sup>nd</sup> event winners)</li> <li>○ Hosted Tropicurl bonspiel</li> <li>○ Learn to Curl event with the Penguins organization at Consol Energy Center</li> <li>○ Formed and joined OHPACA</li> <li>○ Held numerous Learn to Curl sessions</li> <li>○ League nights started</li> <li>○ Costume Curling</li> </ul> </li> </ul>		

- Hosted OHPACA event
- Held Tropicanza night
- Mayfield friendly
- Playoffs
- SteelSpiel
- Many curlers attended bonspiels throughout the year
- Held monthly meetings

**CONCLUSIONS**

**ACTION ITEMS**

**PERSON RESPONSIBLE**

**DEADLINE**

**MEMBERSHIP**

**AMY HANNAN  
BRIAN STUART**

**DISCUSSION**

- Yearly Report
  - Membership Statistics
    - 2008-2009 season: 123 members (32 new – 26% of club members) \*
    - 2009-2010 season: 116 members (23 new – 20% of club members) \*
    - 2010-2011 season: 122 members (34 new – 28% of club members) \*
    - 2011-2012 season: 103 members (16 new – 15% of club members)
  - \* stats taken from the 2011 Annual Board Meeting minutes
  - Better count of wristbands this year.
  - Registration for the 2012-2013 season will be open sometime after Tropicurl.

**CONCLUSIONS**

**ACTION ITEMS**

**PERSON RESPONSIBLE**

**DEADLINE**

**SCHEDULING**

**STEVE BUFFINGTON**

**DISCUSSION**

See report under the Leagues section.

**CONCLUSIONS**

**ACTION ITEMS**

**PERSON RESPONSIBLE**

**DEADLINE**

## LEAGUES

STEVE BUFFINGTON

### DISCUSSION

- Yearly report
  - I'm going to talk about the league and scheduling together, because they go hand in hand.
  - This year, we had 21 teams, playing in four divisions. The three team division did not work out well at all. Understandably, the 3 teams got tired of playing each other repeatedly. If that comes up again, we'll either have a large (9 team) division, or maybe 5 and 4 team divisions.
  - Of course, the perfect answer is to get more teams.
  - From an attendance perspective, we did pretty well. Three of the teams lost a member during the season due to injury or lack of interest, but we were able to get spares for them to play their game each week. We did have one "snow" day where several teams were unable to field 2 players and that did lead to several forfeits.
  - The Ladder style rotation continues to work well and I don't see a need to change that.
  - We again had numerous members on the "full time spares" list, but in reality, only 3 or 4 of the spares played regularly. That number included 2 new members, who I hope will return next year on teams.
  - Regarding ice usage, the league schedule portion worked out OK. With only 21 teams, we had 4 open sheets each night. Dan filled many of them with learn to curl sessions, and Brian ran some delivery training, but we still had some open ice.
    - Next year, I'll try to schedule pickup games so we fill the ice each night.

### CONCLUSIONS

ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE

## FACILITIES

ANDY BANFIELD

### DISCUSSION

None.

### CONCLUSIONS

ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE

**OMBUDSMEN****JEN POESCHL**

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

**DOCUMENTS****DAPHNE ROBERTS**

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

**TROPICURL****ALL**

<b>DISCUSSION</b>		
<ul style="list-style-type: none"> <li>• 2012 Tropicurl <ul style="list-style-type: none"> <li>○ Almost full – 45 teams registered.</li> <li>○ A big tournament for the club to host.</li> <li>○ Volunteers are needed to help with the work.</li> </ul> </li> </ul>		
<b>CONCLUSIONS</b>		
<b>ACTION ITEMS</b>	<b>PERSON RESPONSIBLE</b>	<b>DEADLINE</b>

**PUBLIC RELATIONS****MICHELLE CROWN**

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



**WEBSITE****MARIE ROSE**

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

**PRESIDENT'S REPORT****STEVE BUFFINGTON**

<b>DISCUSSION</b>
<ul style="list-style-type: none"> <li>• This year marks the tenth anniversary of the founding of the club. At the Steelspiel, I did a brief retrospective into the club's first ten years.</li> <li>• The past year has been busy and eventful for the club too.</li> <li>• Since last year's annual meeting, the club has obtained some donated equipment that will be put to use once we build our own dedicated ice.</li> <li>• The Rochester Curling Club donated their old chiller to us. This is the equipment that makes ice in a curling rink. Andy and Paul and Mac worked real hard to coordinate the shipment from Rochester to Pittsburgh and to place this in storage here. The chiller has been mothballed and hopefully will give us several years of good service as we get started.</li> <li>• This cost the club about \$5000 and represents a huge savings over purchasing a new chiller.</li> <li>• We were also given two industrial dehumidifiers from the Ardsley Curling Club. They were absolutely free to the club and are also in storage here.</li> <li>• On other topics we were listed on the Pittsburgh Foundations website as an approved charitable organization. That allowed us to participate in the "Pittsburgh Day of Giving" and netted us over \$7500 in donations.</li> <li>• We revamped the bylaws which led to the vote we will have in a few minutes. These changes, if approved, are intended to hold the board accountable to you – the membership.</li> <li>• And finally, we addressed a long standing issue by obtaining a Small Games of Chance License. This was through the direct efforts of James Milles.</li> <li>• These accomplishments were possible because your board is hard at work for the club and we have tapped a few other willing participants.</li> </ul>

<ul style="list-style-type: none"> <li>There is a lot more to do as we move towards our own building, we just haven't thought of what it is yet.</li> </ul>		
<b>CONCLUSIONS</b>		
<b>ACTION ITEMS</b>	<b>PERSON RESPONSIBLE</b>	<b>DEADLINE</b>

## MEMBER COMMENTS

<b>DISCUSSION</b>		
<p>Questions/Comments from members in attendance:</p> <p>John Zavinsky</p> <ul style="list-style-type: none"> <li>Question/Comment: Is there a separate set of minutes that is not published on the website? And if so, how would I get a copy? <ul style="list-style-type: none"> <li>Response: Yes, there is a separate copy that is sent to the Board members only. This set of minutes may contain sensitive/private information that should not be shared via the internet (PCC website). Any member can request a copy of the full meeting minutes.</li> </ul> </li> </ul> <p style="padding-left: 40px;">ACTION ITEM: An agenda item will be added to the May Board meeting to discuss ways for the membership to access the full meeting minutes.</p> <p>Matt Berwick</p> <ul style="list-style-type: none"> <li>Question/Comment: How many new members joined in the 2011-2012 season? <ul style="list-style-type: none"> <li>Response: 16</li> </ul> </li> </ul> <p>Erin McManus</p> <ul style="list-style-type: none"> <li>Question/Comment: Can a person join the league half way through the curling season? <ul style="list-style-type: none"> <li>Response: Yes, and there is a prorated fee.</li> </ul> </li> </ul> <p>Thad Fields</p> <ul style="list-style-type: none"> <li>Question/Comment: Do you track/count how many times a member plays during the season? (A person may play multiple times per night.) <ul style="list-style-type: none"> <li>Response: No, but it is something that can be done. We do tally how many people are on the ice during each draw (wristband count) so we can match up the number with RMU's count.</li> </ul> </li> </ul>		
<b>CONCLUSIONS</b>		
<b>ACTION ITEMS</b>	<b>PERSON RESPONSIBLE</b>	<b>DEADLINE</b>
<p>Board Meeting Minutes</p> <ul style="list-style-type: none"> <li>Add agenda item for the May 2012 Board meeting to discuss ways members can access the full Board meeting minutes.</li> </ul>	Michelle Crown	

## ELECTIONS

## NOMINATION COMMITTEE

DISCUSSION		
<ul style="list-style-type: none"> <li>• Board of Directors Elections               <ul style="list-style-type: none"> <li>○ Meeting was turned over to the Nomination Committee.</li> <li>○ Nomination Committee – Michelle Crown, Jen Poeschl, Daphne Roberts</li> <li>○ Explanation of election, voting, and nomination process was given to all in attendance.</li> <li>○ Introduction of Board Nominees                   <ul style="list-style-type: none"> <li>▪ Thanks to each candidate and those that were asked.</li> <li>▪ 4 Director Seats are up for election.</li> <li>▪ Nominees:                       <ul style="list-style-type: none"> <li>• Andy Banfield (incumbent)</li> <li>• Matt Berwick</li> <li>• Dan Bliss (incumbent)</li> <li>• Amanda Marchitelli (incumbent)</li> <li>• Erin McManus</li> <li>• Jacki Temple (incumbent)</li> <li>• Nick Visnich</li> </ul> </li> <li>▪ Additional nominations from the floor were solicited.                       <ul style="list-style-type: none"> <li>• No additional nominations were provided by the floor.</li> </ul> </li> <li>▪ Brief comments were made by each nominee.</li> </ul> </li> <li>○ Ballots                   <ul style="list-style-type: none"> <li>▪ Ballots were distributed to eligible members (including eligible proxies).</li> <li>▪ Ballots were collected and tallied by the Nomination Committee.</li> </ul> </li> <li>○ Announcement of election results                   <ul style="list-style-type: none"> <li>▪ Board Members elected:                       <ul style="list-style-type: none"> <li>• Andy Banfield</li> <li>• Dan Bliss</li> <li>• Amanda Marchitelli</li> <li>• Jacki Temple</li> </ul> </li> </ul> </li> </ul> </li> </ul>		
CONCLUSIONS		
ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE
MEETING ADJOURNED	Motion to adjourn: Banfield/Poeschl – carried unanimously.	
NEXT BOARD MEETING	May 14, 2012 at 7:30 P.M. – Hat Trick Club	

**Attended  
vs.  
Total Potential Meetings  
to Attend**

**Pittsburgh Curling Club 2011-2012 Board Member Attendance Record**

Board Member	2011 Annual Meeting	Apr-11	May-11	Jun-11	Jul-11	Aug-11	Sep-11	Oct-11	Nov-11	Dec-11	Jan-12	Feb-12	Mar-12	
Artz, Jen	X													1 / 1
Ashford, Rich														0 / 12
Banfield, Andy	X		X		X	X	X		X		X	X		8 / 12
Bliss, Dan	X		X	X	X	X	X	X	X	X	X	X	X	12 / 12
Buffington, Steve	X		X	X	X	X	X	X	X	X	X	X	X	12 / 12
Crown, Michelle	X		X	X	X	X	X	X	X	X	X	X	X	12 / 12
Hannan, Amy	X		X	X	X	X	X	X	X	X		X	X	11 / 12
Marchitelli, Amanda	X		X	X	X	X		X	X	X		X		9 / 12
Poeschl, Jen	X		X	X	X	X	X	X	X			X	X	10 / 12
Roberts, Daphne	X		X	X	X	X	X	X	X	X	X	X	X	12 / 12
Rose, Marie	X		X	X	X	X	X	X	X	X	X	X	X	12 / 12
Stuart, Brian	X		X	X	X	X	X	X	X	X	X	X	X	12 / 12
Temple, Jacki			X	X	X	X		X	X	X	X	X	X	11 / 11

- X denotes member was present
- denotes member was absent
- denotes member was not on the Board that month
- denotes no meeting for the month