

# Pittsburgh Curling Club Board Meeting Minutes

07/16/2012

7:30 PM

PARADISE ISLAND BOWL

<b>MEMBERS PRESENT</b>	Andy Banfield, Dan Bliss, Steve Buffington, Michelle Crown, Amy Hannan, Amanda Marchitelli, Jen Poeschl, Daphne Roberts, Marie Rose, Brian Stuart
<b>MEMBERS ABSENT</b>	Rich Ashford, Jacki Temple
<b>OBSERVERS</b>	Len Jarabek
<b>CALLED TO ORDER</b>	7:35 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 July 2012 Board Meeting minutes: Hannan/Rose – carried unanimously.</li> </ul>	
<b>ACTION ITEMS</b>	<b>PERSON RESPONSIBLE</b>	<b>DEADLINE</b>

### APPROVAL OF CONSENT AGENDA

<b>DISCUSSION</b>		
	Tropicurl food liabilities were significantly under projected figures reflected in the consent agenda.	
<b>CONCLUSIONS</b>		
	<ul style="list-style-type: none"> <li>Motion to approve the consent agenda, pending including discussion remarks in this month's minutes, for the June Board meeting: Rose/Banfield – carried unanimously.</li> </ul>	
<b>ACTION ITEMS</b>	<b>PERSON RESPONSIBLE</b>	<b>DEADLINE</b>

### MEMBER COMMENTS

<b>DISCUSSION</b>	
	Steve Marchitelli not only put in very serious time at the Island during all phases of Tropicurl, he also applied for a volunteer matching grant from his company, Alcoa! They may be donating up to \$250.00 to the club as a result of his efforts.
<b>CONCLUSIONS</b>	

ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE
We may need to post a non-profit write up online.	S. Buffington	

**BOARD ANNOUNCEMENTS**

**BOARD MEMBERS**

DISCUSSION		
<p>Rich Ashford has accumulated too many unexcused absences from club board meetings, per the amended bylaws of the club, this is considered a <i>de facto</i> resignation from the board. Steve Buffington has a draft letter to Ashford outlining his and the board’s rights and responsibilities in this matter that was sent around to all board members for review. Neither comments nor revisions were returned.</p> <p>Ashford has the right to appeal the board’s decision within 20 days (until August 12<sup>th</sup>) of the date of notice. If he chooses to pursue an appeal, that hearing will be set for the regular September board meeting.</p> <p>President gave the opportunity for a motion to be made from board members to excuse Ashford’s absences, but none were made. Hearing none, no motion is forthcoming. The official letter will be sent on July 17, 2012 by registered mail.</p>		
CONCLUSIONS		
ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE

**FINANCIAL**

**DAPHNE ROBERTS**

DISCUSSION		
<ul style="list-style-type: none"> <li>• Finances <ul style="list-style-type: none"> <li>▪ Club is solvent</li> <li>▪ Accounts payable: \$3,278.31 (estimate)</li> <li>▪ Accounts receivable: \$0.00</li> </ul> </li>   <li>• Profit: <ul style="list-style-type: none"> <li>Total income FY ending June 30, 2012: \$57,600.43. <ul style="list-style-type: none"> <li>○ Budgeted amount was \$48,000.00</li> </ul> </li> <li>Total expenses: \$35,619.88 <ul style="list-style-type: none"> <li>○ Budgeted amount was \$44,120.00</li> </ul> </li> <li>Anticipated budgeted profit, net income was \$3,880.00. Our actual income \$21,980.55.</li> </ul> </li> </ul>		
CONCLUSIONS		
<ul style="list-style-type: none"> <li>• Discussion was had about financial viability of keeping rock insurance. It was determined that RMU may not be aware of the cost of replacing the rocks in the event of facilities damage or loss. The decision to renew our current rock insurance policy was tabled.</li> </ul>		

<ul style="list-style-type: none"> <li>Motion to approve payment of remaining current liabilities: Banfield/Stuart– carried unanimously.</li> </ul>		
ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE
Contact Dave Hanson to discuss RMU's responsibility for replacing rocks in event of facilities damage of loss.	S. Buffington	

## ICE OPERATIONS & EQUIPMENT

**JIM MEYER**

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

## JUNIOR PROGRAM

**TBD**

<b>DISCUSSION</b>		
If we participate in any youth events within the GNCC sanctioned event, all adults must be subjected to a GNCC-approved background check. It is unclear how much it costs as well as how much time the background check takes.		
<b>CONCLUSIONS</b>		
ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE

## TRAINING

**TBD**

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

## FUNDRAISING

**AMANDA MARCHITELLI**

<b>DISCUSSION</b>		
None.		

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

## OUTREACH

**DAN BLISS**

<b>DISCUSSION</b>		
<p>The Monday, July 30th Push America event and LTC class is fast approaching. The 6:30pm class was filling slowly, but the publicity from Tropicurl seems to have helped and we are now nearly full. I will need to round up additional instructors.</p> <p>The Push America group scheduled for 4:00pm may have some issues. We received a bill for the ice time and should have a check by now. As of July 14th, we had not received it. Emails were bouncing back from my contact. I believe I have a phone number and will try to call prior to Monday's board meeting.</p> <p>We will need to talk about a fall back plan in the event it falls through. I'll have to check my numbers, but I believe we have enough money coming in from the later LTC to cover the whole evening's ice rental. It's late notice to try an LTC, but it may be doable. Perhaps we could also offer the ice to members for pickup games or a skills/practice time at a cheap price.</p> <p>There is an opportunity to have another LTC on Saturday, October 6, 2012 at 7:30, the only night available at the beginning of our next season.</p>		
<b>CONCLUSIONS</b>		
<b>ACTION ITEMS</b>	<b>PERSON RESPONSIBLE</b>	<b>DEADLINE</b>

## PRO SHOP

**BRIAN STUART**

<b>DISCUSSION</b>		
None.		
<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>• June sales \$376</li> <li>• Inventory done at end of June.</li> </ul>		

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

**EVENTS**

**MARIE ROSE**

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

**MEMBERSHIP**

**AMY HANNAN  
BRIAN STUART**

<b>DISCUSSION</b>		
None.		
<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>		
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Steve Buffington:

The ice dates we talked about last month have been confirmed. We'll have an agenda item to discuss season fees to RMU and wristbands numbers.

In the Can-Am league this year, I don't see a way to have the A and B nights interact until the playoffs. If anyone has any ideas, please let me know. Otherwise, I think we have an A division and B division with the 1st place in each division facing each other for the League Championships. Likewise 2nd thru 5th places in each division would make the playoffs. We will have an agenda item to discuss team assignments and status of registrations so far.

During Tropicurl, I was talking with a team from the Stroud Curling Club (Barrie, Ontario) about our Vampire League and that we may not have set teams. They suggested something they call a Jitney format. Basically players select a tag (think poker chip) off a board that tells them which sheet and color they will be playing for the night. Points for the season are kept as an individual. If you play on a winning team, you get 5 points for the night. The highest point totals for each position will face each other in the playoffs. I'll have a hand out for the meeting explaining this in greater detail.

Members have had questions about choosing preferred sub-leagues of the new league format. Registration will be based on postmark of entries, but the membership should be notified of this via the website or email.

Members have been asking about the possibility of being fulltime spares. We had previously determined that fulltime spares would be allowed show up to spare whenever they choose, but the question has been raised about how we differentiate between those who are fulltime spares only and those who wish to spare on weeks opposite those they play on a team. Who gets scheduling priority? It was reiterated that fulltime spares are not guaranteed a game each Saturday. It was determined that we should still make the option of joining the club as a fulltime is available.

The possibility was also discussed about creating ladders within the A and B leagues to try to keep competition a little more balanced.

**CONCLUSIONS**

**ACTION ITEMS**

**PERSON RESPONSIBLE**

**DEADLINE**

**FACILITIES**

**ANDY BANFIELD**

**DISCUSSION**

Based on Tropicurl's enormous success, it seems reasonable to expect that we can pull off building our own club, provided we get a lot more organized than we have ever been before. We also need much more help from outside the board. It's time to move forward with making things happen, and it's time to start informing the membership so that they can be better educated about the club's various needs to build.

Andy has updated a demographics map with Robinson Twp in the dead center. It seems this may be the best locale for centering our club.

The Darwin Curtis Grant proposal has been sent out. We also need to continue to look for other (and more creative) opportunities for funding. We should also continue to actively pursue Dave

Hanson's offer to put us in contact with the Penguins organization, either for grants/funding opportunities or help with asking for money from other organizations.

We should also write up a press release about our lost ice time and our appeal for help for distribution within the USCA.

Tropicurl: Our houses lined up with 84 Lumber's logo. Send photos to Leah Gray, whose father is good friends with Joe Hardy. This might be a great way to open the door to future sponsorship.

**CONCLUSIONS**

**ACTION ITEMS**

**PERSON RESPONSIBLE**

**DEADLINE**

Write press release for the USCA.

Dan Bliss

**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**

Submitted by Marie Rose:  
We had a GREAT event this year - especially considering outdoor extreme temperatures and humidity.

**We also had extraordinary volunteer efforts by NON-MEMBERS - and I'd like to acknowledge them:**

Sue Fields (Thad's mom) - helped 3 days in the kitchen!

Lydia Banfield (Andy's wife) - washed and dried dishes the last day - no disgusting finds for Marie!

Jean Halstead (Beth Lehman's girlfriend) - 2 days in the kitchen  
Lynne Wilde - helped the ice crew including vampire setup and helped tear down on Sunday  
Liz Rishel -sang national anthems  
Owen Kilbane - our faithful piper  
Joanne Berwick - Macaroni salad - every morsel eaten!  
Mrs. Robinson (Mark's mom) - helping with cleanup Sunday

### **The Ice Crew - BIG FOUR (think of it as an African Safari)**

Jim Meyer - buying and cutting the foam, mentoring future ice technicians, never leaving the facility-friends with everybody!  
Brian Stuart - implemented the timer system this year. Wow - we were on time all weekend! also hung out at the facility all weekend  
Steve Buffington - coordinator, implemented a blade adjuster for the scraper making minor adjustments MUCH easier  
Andy Banfield - providing tremendous expertise in the initial layout of the ice  
Their work and coordination with RMU engineering insured the best possible ice during the worst possible weather.

### **COUPLE OF THE YEAR:**

The Marchitelli's! Steve not only put in very serious time at the Island, he also applied for a volunteer matching grant from his company! Meanwhile, Amanda did pretty much EVERYTHING up in the Hat Trick club, from food to snacks to the Auction, rock handle engraving and borrowing a truck for transport of equipment. A HUGE thanks to them.

### **now for the dangerous part - I'm trying to list everyone:**

Jacki Temple - logo design, excellent programs, vampire and ice crew, tear down, and significant time with the Post Gazette - giving us MUCH NEEDED publicity  
Mac Purvis - the yearly "whack a mole" in the kitchen - not really even bothered by the heat!  
Karen Purvis - NO ONE gets by her without a waiver!!!  
Amy Hannan and Brian Stuart - our registration committee. They made the website work, communicated with teams and lined up spares as needed  
Erin McManus and Paul Schultz - getting donations and selling tickets - possibly an all-time high!  
Lora Kyle - for loaning us the linens used on the tables  
Beth Cubbison, Dan Bliss (vampire ice crew too) and Heather Barclay - for providing us with the annual Cheese Fest - great job!  
Games - BOX - we love this game! Thanks Amy.  
Games - The Boat Races - Ian - I think you've started something. This was really fun and creative and with better weather will really bring out more contestants next year! FANTASTIC!!!!!!!!!!!!!!  
Logo shop - Jen - providing our guests with a souvenir and us with much needed funds. Jen also provided LIFE SUSTAINING FOOD to the ice crew Tuesday.  
Paul Hannan - for providing the CART, speaker system and ice crew help.  
Mike Spampinato - providing bagged ice  
Beth Lehman - help in the kitchen  
Daphne Roberts - keeper of the CASH, helping with ice and grilling, getting our DJ and late night cleanup, vampire ice crew  
Len Jarabek - for somehow managing to keep the grill utensils sequestered - providing the ultimate vegetarian/gluten free experience, vampire ice crew  
Thad Fields - for providing his mom, OK - and helping both the vampire and ice and kitchen crews.  
Alex Visnich - helping the vampire ice crew and equipment team  
Nick Visnich - helping the vampire ice crew and equipment team  
Emmie Zewe - helping the vampire ice crew  
Mark Robinson - vampire ice crew  
Mike McCarthy - vampire ice crew  
Derek Satterfield - vampire and ice crew  
Paul Schultz - vampire and ice crew  
Neill Turner - vampire and ice crew

Terri Schoen - Helping everywhere all the time!  
 Susan Marvin-Ryall - excellent babysitting services!  
 John Zavinski for providing photos  
 Al Tarkka - 5 year patch award

To everyone I've missed - I'm really really sorry - your help was greatly appreciated.

**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**

I met with Dave Hanson on June 22nd, to confirm the ice schedule, discuss the seasonal rate and how we should handle wristbands and any rebates that we might earn. Dave provided a printout of the ice dates and upon checking it, I noticed that he had omitted the nights when we got a late start. I informed Dave that we still wanted those dates and he determined that they are still available to us. Following the meeting, Dave sent me an updated printout and the dates we posted for the league are now set.

I explained to Dave our plan for a split Can-Am League and the late night Vampire league. Dave was a little concerned about the late departure and I assured him that we would be off the ice at 1:30 and out of the building by 2:00. They have an agreement with Nevil Township that there will generally not be activities at the sports center past 1:00 PM. Once we get the registrations and know that have enough players to make the Vampire League worthwhile, I need to confirm our departure time with Dave.

Next I brought up the rates. Speaking of the wristbands, I noted that we will never get to 75 participants per night. We had a detailed discussion on the fact that the reduced ice times mean we cannot support the membership numbers that we had last year and will have virtually no opportunity for Learn-to-Curl sessions. Dave expressed his concern that we wouldn't be making any money and thus can't afford to find our own place. I confirmed that Tropicurl, wristbands and membership fees were our three primary sources of revenue and that two of them (membership and wristbands) were going to suffer under the reduced ice times.

During the discussion, I proposed that we pay just for the people that sign up. For example, if we have 36 register in the A division, 33 in the B division and 12 for the vampire league, we would pay \$480 on A weeks (36 + 12) and \$450 on B weeks (33 + 12). If we are able to fit in a learn to curl, that would be considered as "overage" and the previous wrist band agreement would apply. The "upfront" fee was left open. Last year, we paid \$750 and had about 8 hrs per night, so maybe \$375 is reasonable for 4 hours per night. Dave asked that we provide a draft of the "ice payment agreement" that we sign each year. Copies of last year's agreement and my 1st cut at the 2012 – 2013 revision were sent to the board members for review.

Finally, I asked Dave to elaborate on his comment to Brian and Marie in their May 9th meeting that he could put us in contact with the Penguins front office. If you recall, Marie reported in the May minutes, Dave also said "he has VERY good access to the Penguins and discussed how any help from them might work in our favor". Dave's reply was, "What kind of help do you need?" We should write something up for him, and he will forward it on to his contacts. If they're not the right people, they will see that our proposal/request gets into the right hands.

**Tropicurl** is our biggest event of the year. It gives us the opportunity to host curling clubs and teams from across the country and Canada and is our single biggest money maker of the year. Not only that, but Tropicurl puts the Pittsburgh Curling Club on the map. Nearly every place I go when I say I'm from the Pittsburgh Curling Club the response is "Oh, you host that summer tournament, don't you?"

By all the comments I've heard to date, Tropicurl 2012 was a great success. On all fronts this may be our best Tropicurl ever. Although hosting an event like Tropicurl is a ton of work and many of us are still recovering, from my perspective T-Curl 2012 was much less stressful than previous years. The only explanation I can come up with is that we have great volunteers in Pittsburgh.

First of all, almost everyone playing on a team put in long hours on some aspect of the event. That makes sense right, we also got to play our games on great ice and enjoy the food and atmosphere of the event. I'm not going to mention all the volunteers from the teams by name, you know how you are and the rest of the club can look at the teams rosters and see who played. Thanks for all your hard work and I hope you had fun in your games.

There were also many volunteers who did not play on a team this year. It's always dangerous to make lists, because you inevitably forget to include someone. But I'd really like to mention a few people who volunteered - just for the good of the club.

On the dedicated ice crew: Brian Stuart and Jim Meyer set up camp behind the building and were there for the duration. Steve Marchitelli might as well have stayed over, because he put in virtually the same hours Jim and Brian did.

For ice setup: Mike McCarthy, Lynn Wilde and Amanda Marchitelli were there all night Tuesday. Lynn also came back off and on throughout the weekend, including some of the midnight ice maintenance sessions. Mike Spampinato helped out when he could and was there Sunday to clear the ice and put everything away.

On the food & hospitality side: Marie Rose, Amanda and Mac Purvis worked around the clock with help from Beth Lehman and many friends and family of players. One other note on the food preparation front – it was near 100 degrees all weekend and this crew was outside most of the time. Finally Jen Poeschl ran the logo shop, kept all of our out of town guests supplied and offered suggestions on things to do outside of curling.

Thanks to everyone!!

**CONCLUSIONS**

**ACTION ITEMS**

**PERSON RESPONSIBLE**

**DEADLINE**

<b>MEETING ADJOURNED</b>	Motion to adjourn: Rose/Poeschl – carried unanimously.
<b>NEXT BOARD MEETING</b>	August 13, 2012 at 7:30 P.M. – Salt Lake City Room, RMU

**EMAIL VOTES**

**ALL**

**DISCUSSION**

None.

**CONCLUSIONS**

**ACTION ITEMS**

**PERSON RESPONSIBLE**

**DEADLINE**