

Pittsburgh Curling Club Board Meeting Minutes

7/15/2013

7:30 PM

RMU ISLAND SPORTS CENTER HAT TRICK CLUB

MEMBERS PRESENT	Andy Banfield, Matt Berwick, Dan Bliss, Steve Buffington, Michelle Crown, Amy Hannan (via phone), Amanda Marchitelli, Daphne Roberts, Mark Robinson, Marie Rose, Brian Stuart, Jacki Temple
MEMBERS ABSENT	
OBSERVERS	Len Jarabek, Neill Turner
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 June 2013 Board Meeting minutes: Robinson/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 July 2013 Board meeting: Marchitelli/Rose – 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 of Directors Insurance <ul style="list-style-type: none"> ○ Steve Buffington will email the quotes to the Board. • League Team Assignment Policy <ul style="list-style-type: none"> ○ The Board discussed creating a policy to assign players to teams. 		
CONCLUSIONS		
ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE
<ul style="list-style-type: none"> • Board of Directors Insurance – email quotes to the Board. • League Team Assignment Policy – research and create draft. 	Steve Buffington Andy Banfield Michelle Crown	

FINANCIAL

DAPHNE ROBERTS

DISCUSSION		
<ul style="list-style-type: none"> • Finances <ul style="list-style-type: none"> ○ Club is solvent. ○ Accounts payable: \$3,446.09 • 2013-2014 Budgets <ul style="list-style-type: none"> • All Board members to look at their budget figures from last year and determine their budget for the coming season. Keep in mind it is an Olympic year. • Board to discuss the new budget at the August meeting. 		
CONCLUSIONS		
<ul style="list-style-type: none"> • Motion to pay invoices: Crown/Berwick – carried unanimously. 		
ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE

ICE OPERATIONS & EQUIPMENT**JIM MEYER**

DISCUSSION		
None.		
CONCLUSIONS		
ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE

JUNIOR PROGRAM**BRIAN STUART**

DISCUSSION		
None.		
CONCLUSIONS		
ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE

TRAINING**MARK ROBINSON**

DISCUSSION		
None.		
CONCLUSIONS		
ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE

FUNDRAISING**AMANDA MARCHITELLI**

DISCUSSION		
<ul style="list-style-type: none"> • Future fundraising: <ul style="list-style-type: none"> ○ I am booking fundraisers with Joyce's Cooper Fudge & one of the other candy places (i.e. Sarris/Anderson's/Rosalinds) for November / December pickups. ○ This is the plan of fundraisers for this upcoming year: <ul style="list-style-type: none"> ▪ October: Popcorn? (still trying to find something different) ▪ November/December: Joyce's Fudge & Christmas candy ▪ January: Hoagie/Pepperoni Roll ▪ February: (just going off donations from Olympic open houses & publicity) ▪ March: Annie Anne's Frozen foods?? 		

- April: Popcorn
- May: Pasta
- I'm submitting applications for the following places to have % kickback days- Hoss's, Red Robin, Buffalo Wild Wings, Max & Erma's, Five Below, Pizza Hut, and Whole Foods. If anyone else knows of a place that would do this, could they contact me?
- The rock handle raffle will be drawn at the August board meeting. After a nice donation, we filled all the tickets and can draw the ticket.

CONCLUSIONS

ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE

OUTREACH

DAN BLISS

DISCUSSION

- July 15th Learn-to-Curl
 - The LTC class was very successful and we had great instructor turnout. We received good feedback from the people that attended the class.
- August Learn-to-Curls
 - I'm still hoping to have at least one class in August, but I'm waiting on available ice times from RMUISC.
 - Matt Berwick knows of a wheelchair group looking for a session in August.
- 2014 Olympics
 - I'm going to form a committee for Olympic prep, similar to what we did last time. Several non-board members have expressed interest and I want to have a meeting in the near future.
 - I think the committee can handle most of the details, but two things we need to talk about as a Board are the ice times for Olympic events and the budget for those events. If don't have the information to do at this meeting, we'll need to do it soon.
- Schenley Park Curling
 - PCC member Beth Cubbison works for Pittsburgh Citiparks and is trying to work with the agency to put together a "curling demo" at the Schenley's outdoor ice rink.
 - Logistics may be an issue, but the Board is in favor of trying to work it out.

CONCLUSIONS		
ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE

PRO SHOP

BRIAN STUART

DISCUSSION		
None.		
CONCLUSIONS		
ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE

LOGO SHOP

JEN POESCHL

DISCUSSION		
None.		
CONCLUSIONS		
ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE

EVENTS

MARIE ROSE

DISCUSSION		
None.		
CONCLUSIONS		
ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE

MEMBERSHIP**AMY HANNAN
MARK ROBINSON
BRIAN STUART**

DISCUSSION		
None.		
CONCLUSIONS		
ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE

SCHEDULING**STEVE BUFFINGTON**

DISCUSSION		
None.		
CONCLUSIONS		
ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE

LEAGUES**DAPHNE ROBERTS
JACKI TEMPLE**

DISCUSSION		
None.		
CONCLUSIONS		
ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE

BUILDING COMMITTEE**ANDY BANFIELD
STEVE BUFFINGTON
BRIAN STUART**

DISCUSSION		
Andy Banfield:		
<ul style="list-style-type: none"> Reviewed the comments made by Adams Township about the club's proposal. 		

Dan Bliss:

Beth Cubbison is putting together a virtual goddie bag for the Great Race in September. It would be similar to a newspaper ad, with ads and coupons from various businesses included. The ads could be a link to our website.

- The Board recommends Beth submit a written proposal for review about the project and all associated costs.

Steve Buffington:

- Discussed an issue with the property and the railroad right-of-way.
- The application for the Darwin grant was submitted.
- Next steps: contact banks.

CONCLUSIONS

ACTION ITEMS

PERSON RESPONSIBLE

DEADLINE

OMBUDSMEN

TBD

DISCUSSION

None.

CONCLUSIONS

ACTION ITEMS

PERSON RESPONSIBLE

DEADLINE

DOCUMENTS

DAPHNE ROBERTS

DISCUSSION

None.

CONCLUSIONS

ACTION ITEMS

PERSON RESPONSIBLE

DEADLINE

DISCUSSION

Steve Buffington:

- Ice prep this year was very good. We did a Monday night flood, which really helped us get to level ice faster. We had plenty of help on Tuesday night and the crews were experienced and worked quickly. We were flooding sooner than in past years and also scraping the ice sooner. We had a lot of help both Wednesday and Thursday mornings and the jobs on those days got done easily.
- Ice quality was generally pretty good with sheets B, C, D and E very playable and curling both directions. Sheet A developed a ceiling drip starting Friday morning that got quite bad and continued through Sunday. We decided to scrape that sheet between matches, which helped and was the only thing that allowed continued use of the sheet. Jim adjusted the air return louvers on Saturday which also improved the drip in the evening, but did not prevent problems as the building heated up on Sunday.
- Team registration had the usual last minute problems. We had several teams drop out, one as late as mid-June, but Amy was able to find replacement teams off our waiting list. In addition, several teams needed replacement players. Again, Amy was able to work this out with out of town players off the waiting list or from our volunteers.
- There was a miscommunication on the use of the locker rooms and RMU replacing flooring tiles in the hallway over the weekend. We worked that out on Friday with the help of the building security guard.
- So, like usual the tournament presents several challenges. We all did a great job overcoming them.
- Finally, almost every comment that I heard from our guests was positive. Sure there were comments about the sheet A ice and about the long trek to the locker rooms after we moved them. But mostly what I heard was that the teams were enjoying themselves, they were happy with their curling, they loved the food and that they want to come back.
- 2014 Tropicurl
 - Need to book the 2014 dates with RMU.
 - Need a better way to spread the workload amongst the volunteers.

Michelle Crown:

- 5 Year Patches and Past Participants List
 - This year I was tasked with compiling a list of Tropicurl participants who would be eligible to receive the 5 Year patch. This task has turned into creating a comprehensive list of past participants for the last 8 years.
 - At this year's Tropicurl, we put up a list of all known participants and the years they have curled. We asked people to verify their information and let us know of any changes. I received numerous changes and will be updating the list.
 - While the list may not be 100% perfect, I feel we have a very good list moving forward. I would like to keep maintaining this list for Tropicurl and any other

future bonspiels we may host.

Amy Hannan:

- We had a number of teammates drop out this year, but either the teams were able to fill their own empty spots or we were able to find players for them.
 - The Murphy rink dropped out of Tropicurl, but decided to donate their team registration fee to the Building Fund. They will receive 1 pin and 1 wall tile.
- All spare placements went well except one PCC member who was not able to be placed.

Amanda Marchitelli:

- Report earnings on 50/50 raffle, Chinese Auction, donations, and rock handles.

Marie Rose:

- Food
 - Noted food bills and contributions.
 - Will return some items that were overbought – either for store credit or credit card reimbursement. Obviously if they credit my card, I'll donate it back to the club. Approximately \$50.
 - Food volunteer level was excellent. Cleanup was done by 9:30P daily.
 - Consumed food volume was somewhat greater than expected regarding chicken (fajitas), roasted chicken (resulting in the emergency chicken run), tea bags for hot tea, potato salad (Sunday picnic) and butter.
 - As usual, coffee wasn't remade in a timely fashion so we were occasionally out.
 - Blew all the breakers Friday afternoon while cooking. Fortunately the engineer was on site. Fortunately we managed to keep within the electrical limitations of the outdoor circuits.
 - I collected \$95 in non-curler food contributions.
- Tropicurl building committee fundraising:
 - Quite a few guests indicated they would be buying tiles etc.
 - I have \$10 from a squeeze rock sale.
 - There were significant funds in the "Help Us Build" jar.
 - I think Neill's posters and cards as well as Steve's model were excellent in helping us raise funds.
 - Discussed setting up a Google docs spreadsheet to keep track of donations.
- Other Tropicurl fundraising:
 - Logo Shop – certainly seemed like LOTS of shirts were purchased. Jen to report.
 - Golf pro donation – Amanda to report

- Bar service:
 - I didn't hear any complaints.
- Hotel:
 - I don't have the final attrition charge to the club yet – possibly by the meeting. I asked Mac to alter his survey to include questions regarding importance of a shuttle, distance to the venue, etc. Once we have this information we can discuss future hotel strategies.
 - Had a shuttle issue the first night – Beth Cubbison called the hotel and straightened it out. MANY thanks to Beth for that.
- Locker rooms:
 - The floor upgrade was certainly more disruptive than originally described, but we did get it resolved quickly.
- Ice crew:
 - Ice crew to report.
- Website:
 - Thanks to Michelle for posting the Tropicurl winners in a timely fashion to the PCC Facebook page. I have not done this at this writing to the PCC site – but I will.

CONCLUSIONS

ACTION ITEMS

PERSON RESPONSIBLE

DEADLINE

PUBLIC RELATIONS

MICHELLE CROWN

DISCUSSION

- The GNCC and USCA were given the results of Tropicurl. The USCA will have the results in their Fall edition of their print newsletter.
- Many thanks to those who updated Facebook with Tropicurl posts. There were numerous "Likes" and comments throughout the tournament.

CONCLUSIONS

ACTION ITEMS

PERSON RESPONSIBLE

DEADLINE

WEBSITE**MARIE ROSE**

DISCUSSION		
None.		
CONCLUSIONS		
ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE

PRESIDENT'S REPORT**STEVE BUFFINGTON**

DISCUSSION
<p>With this July meeting we can celebrate the fact that the club has hosted another great Tropical Tournament. This year marked the 8th Edition of this event and at 48 teams; we host the largest open bonspiel in the country. The numbers are not in yet, but we probably earned about \$8,000 for the club which will be used as part of the costs for our building project.</p> <p>As club president I have the honor of presenting the award pins to the various winners on Sunday. This year, every single team had positive comments about our spiel. I was told that their teams had a great time, that they hoped to return again and that our tournament is one of the best that they have ever attended. And this was in reference to the ice quality, the friendliness and enthusiasm of our club members and in particular to the quality of the meals that we provide to our guests.</p> <p>Make no mistake; Tropicurl puts Pittsburgh on the curling map. This exposure is good for the curling club and good for our efforts at building dedicated ice. And as any of you who have stopped by to watch the games know, the teams that attend this event provide great curling competition and the games are fun to watch.</p> <p>We can't put this tournament on without our club members volunteering to help out and we do a pretty good job of recruiting that help from the members playing in this event and from others. This year, we had 33 club members playing in the tournament and all players were notified that it was expected that they would put in at least several hours of work. I want to express my thanks to everyone who volunteered and helped.</p> <p>Unfortunately, we still had a few club members playing in the tournament who chose not to provide any help. In future years, we may need to consider making those members who sign up to play but fail to do any volunteer work ineligible for this event.</p> <p>We also reminded club members who were not playing in the event about the bonspiel dates. Quite a few of these members also came out to help, which was greatly appreciated.</p> <p>Emails to the President:</p> <ul style="list-style-type: none"> • CMU Event – August 23, 12:00PM to 1:30PM (event would be like a mini-Venture Outdoors) • Bonspiel Notices – put a link to the GNCC Calendar on the website and Facebook to get the word out about upcoming bonspiels. • Sherry Armstrong from the Stroud Curling Club thanked everyone involved in Tropicurl.

CONCLUSIONS		
ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE

MEETING ADJOURNED	Motion to adjourn: Temple/Crown – carried unanimously.
NEXT BOARD MEETING	August 12, 2013 at 7:30 P.M. – Hat Trick Club

EMAIL VOTES

ALL

DISCUSSION		
None.		
CONCLUSIONS		
ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE