

# Pittsburgh Curling Club Board Meeting Minutes

8/12/2013

7:30 PM

RMU ISLAND SPORTS CENTER HAT TRICK CLUB

<b>MEMBERS PRESENT</b>	Andy Banfield, Matt Berwick, Dan Bliss, Steve Buffington, Michelle Crown, Amanda Marchitelli, Daphne Roberts, Mark Robinson, Marie Rose, Brian Stuart, Jacki Temple
<b>MEMBERS ABSENT</b>	Amy Hannan
<b>OBSERVERS</b>	Jen Poeschl
<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 July 2013 Board Meeting minutes: Banfield/Temple – 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 August 2013 Board meeting: Rose/Marchitelli – carried unanimously.</li> </ul>		
<b>ACTION ITEMS</b>	<b>PERSON RESPONSIBLE</b>	<b>DEADLINE</b>

### MEMBER COMMENTS

<b>DISCUSSION</b>	
Jen Poeschl:	
<ul style="list-style-type: none"> <li>A member of the Columbus Curling Club sent a donation via the Pittsburgh Foundation.</li> </ul>	

<b>CONCLUSIONS</b>		
<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>• Board of Directors Insurance <ul style="list-style-type: none"> <li>○ Quotes were distributed to Board members and more research is needed.</li> </ul> </li> <li>• League Team Assignment Policy <ul style="list-style-type: none"> <li>○ Andy Banfield will send out the draft policy to Board members for review.</li> </ul> </li> <li>• Tracking Donations <ul style="list-style-type: none"> <li>○ Michelle Crown and Marie Rose will look at combining the old fundraising spreadsheet (created during our email blast to all USCA curlers) and the current spreadsheet to create one definitive file to be used to track all donations to the club.</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> </ul> </li> <li>• Returned check <ul style="list-style-type: none"> <li>○ A \$40.00 check from a Learn to Curl was returned.</li> </ul> </li> <li>• 2013-2014 <ul style="list-style-type: none"> <li>○ Discussed and determined budget for the new season.</li> </ul> </li> </ul>		
<b>CONCLUSIONS</b>		
<ul style="list-style-type: none"> <li>• Motion to approve the 2013-2014 budget: Temple/Robinson – carried unanimously.</li> </ul>		
<b>ACTION ITEMS</b>	<b>PERSON RESPONSIBLE</b>	<b>DEADLINE</b>

**ICE OPERATIONS & EQUIPMENT****JIM MEYER**

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

**JUNIOR PROGRAM****BRIAN STUART**

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

**TRAINING****MARK ROBINSON**

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

**FUNDRAISING****AMANDA MARCHITELLI**

<b>DISCUSSION</b>		
Fundraising efforts are progressing.		
<b>CONCLUSIONS</b>		
<b>ACTION ITEMS</b>	<b>PERSON RESPONSIBLE</b>	<b>DEADLINE</b>

**OUTREACH****DAN BLISS**

<b>DISCUSSION</b>		
<ul style="list-style-type: none"> <li>• August Ice Time <ul style="list-style-type: none"> <li>○ Looking at adding a LTC class or two in August.</li> <li>○ Will look at ice time for September.</li> </ul> </li> <li>• Olympic Ice Time <ul style="list-style-type: none"> <li>○ Will give Steve Buffington a list of dates for Olympic open houses so Steve can discuss with RMU.</li> </ul> </li> <li>• Schenley Park Curling <ul style="list-style-type: none"> <li>○ Need to find out the cost of transporting a smaller number of sets of rocks.</li> </ul> </li> <li>• Wheelchair Learn to Curl (Matt Berwick) <ul style="list-style-type: none"> <li>○ August 26, 2014 from 10am – 1pm</li> <li>○ Sponsored by the Disabled Veterans</li> <li>○ Volunteers have been lined up.</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>		
None.		
<b>CONCLUSIONS</b>		
<b>ACTION ITEMS</b>	<b>PERSON RESPONSIBLE</b>	<b>DEADLINE</b>

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

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

ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE

**EVENTS**

**MARIE ROSE**

DISCUSSION		
<ul style="list-style-type: none"> <li>• Adams Township Community Day               <ul style="list-style-type: none"> <li>○ September 7, 2014</li> <li>○ The township does not provide anything, but will try to see if electricity is available.</li> </ul> </li> </ul>		
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		
<ul style="list-style-type: none"> <li>• 2013-2014 League Dates               <ul style="list-style-type: none"> <li>○ RMU has provided dates for the 2013-2014 ice schedule.</li> <li>○ A draft league schedule was distributed for review.</li> </ul> </li> </ul>		
CONCLUSIONS		
ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE

**LEAGUES****DAPHNE ROBERTS  
JACKI TEMPLE**

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

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

<b>DISCUSSION</b>		
<ul style="list-style-type: none"> <li>• Adams Township Planning Committee <ul style="list-style-type: none"> <li>◦ Received final approval with some changes.</li> </ul> </li> <li>• The Supervisors meeting is coming up in a few weeks.</li> <li>• The sewage and water agreements need worked on and sent in.</li> </ul>		
<b>CONCLUSIONS</b>		
<b>ACTION ITEMS</b>	<b>PERSON RESPONSIBLE</b>	<b>DEADLINE</b>

**OMBUDSMEN****TBD**

<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>		
The 2014 Tropicurl dates (July 1-6, 2014) have been booked with RMU.		
<b>CONCLUSIONS</b>		
<b>ACTION ITEMS</b>	<b>PERSON RESPONSIBLE</b>	<b>DEADLINE</b>

**PUBLIC RELATIONS**

**MICHELLE CROWN**

<b>DISCUSSION</b>		
<ul style="list-style-type: none"> <li>• Facebook updates <ul style="list-style-type: none"> <li>○ Thanks to those who updated the Facebook account during the USCA Arena Nationals. Slowly we are adding more "likes" to our page. There are 159 people who have "liked" our Facebook page.</li> </ul> </li> <li>• Great Race Advertisement (Beth Cubbison) <ul style="list-style-type: none"> <li>○ Email advertisement</li> <li>○ 10,000-15,000 people would receive the email about the Great Race</li> <li>○ PCC would provide the content and/or artwork</li> <li>○ Deadline for submission is September 24, 2013.</li> </ul> </li> </ul>		
<b>CONCLUSIONS</b>		
<b>ACTION ITEMS</b>	<b>PERSON RESPONSIBLE</b>	<b>DEADLINE</b>

**WEBSITE**

**MARIE ROSE**

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

ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE

**PRESIDENT'S REPORT**

**STEVE BUFFINGTON**

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

<b>MEETING ADJOURNED</b>	Motion to adjourn: Banfield/Berwick – carried unanimously.
<b>NEXT BOARD MEETING</b>	September 9, 2013 at 7:30 P.M. – Hat Trick Club

**EMAIL VOTES**

**ALL**

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