

# Pittsburgh Curling Club Board Meeting Minutes

4/12/2022

7:00

491 McCoy Road

<b>MEMBERS PRESENT</b>	Dustin Devine, Travis Eiler, Erin McManus, Deb Spang, Steve Buffington, Marie Rose, Burt Cubbison, Sean Mizerski, Nick Connolly
<b>MEMBERS ABSENT</b>	Mark Robinson, Len Jarabeck, Daphne Roberts
<b>OBSERVERS</b>	Alex Visnitch, Sarah Fissella, Ryan Fissella, Richard Palagallo, Constantin Koehler, Allison Devine
<b>CALLED TO ORDER</b>	7:00 PM

## APPROVAL OF PREVIOUS MINUTES

<b>DISCUSSION</b>		
	<ul style="list-style-type: none"><li>• Correction from McManus regarding looking into pin/medal pricing</li></ul>	
<b>CONCLUSIONS</b>		
	Approval of Previous Month's Minutes with correction: Mizerski/Rose; carried unanimously	
<b>ACTION ITEMS</b>	<b>PERSON RESPONSIBLE</b>	<b>DEADLINE</b>

## MEMBER COMMENTS

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

## BOARD ANNOUNCEMENTS

## BOARD MEMBERS

DISCUSSION	<ul style="list-style-type: none"> <li>• A few of the new members are under 18               <ul style="list-style-type: none"> <li>○ Discussion about what policies need to be in place regarding this                   <ul style="list-style-type: none"> <li>• Do we need SafeSport compliant instructors</li> <li>• Alcohol on premises</li> <li>• Parents have been dropping them off and have not been present during the draw</li> </ul> </li> </ul> </li> </ul>		
CONCLUSIONS			
ACTION ITEMS			
PERSON RESPONSIBLE		DEADLINE	

## MEMBERSHIP

DISCUSSION			
<ul style="list-style-type: none"> <li>• Fall/Winter/Spring session for next year:               <ul style="list-style-type: none"> <li>○ Discussion that it would be beneficial to have pricing/schedule information out to members prior to the end of the Spring session</li> <li>○ Discussion that having an ability to sign up for next years membership this spring could help to retain our new members</li> </ul> </li> <li>• Will have in person board meeting 5/3 at 7p to discuss next years calendar, begin to discuss pricing structure</li> </ul>			
CONCLUSIONS			
ACTION ITEMS			
PERSON RESPONSIBLE		DEADLINE	

## OUTREACH

DISCUSSION			
CONCLUSIONS			
ACTION ITEMS			
PERSON RESPONSIBLE		DEADLINE	

## FINANCIAL

DISCUSSION				
<b>Pittsburgh Curling Club Financial Reports</b>				
<b>As of 04/12/2022</b>		<b>4.52 Months of Solvency</b>		
<b>Current Assets</b>				
<b>Cash/Checking/Savings</b>				
Dollar Checking	-			
Dollar Savings	25,129.01			
Charles Schwab	1,005.91			
PayPal	-			
PNC - Money Market	26,509.90			
PNC - Primary Checking	13,400.59			
PNC - Secondary Checking	34,755.79			
Undeposited Stripe Funds	542.28			
Undeposited Other Funds	180.00			
<b>Total Cash/Checking/Savings</b>	<b>101,523.48</b>			
<b>Other Current/Restricted Assets</b>				
122001 · Giant Eagle Gift Cards	-			
12100 · Prepaid Expense	6,959.22			
<b>Other Current/Restricted Assets</b>	<b>6,959.22</b>			
<b>Total Current Assets</b>	<b>108,482.70</b>			
<b>Current Liabilities</b>				
<b>Paid/Current Liabilities</b>		<b>PAID/ SCHEDULED</b>		<b>NOTES</b>
Columbia Gas	749.62	2/17/2022	PAID	
Iron City Express	27.43	2/18/2022	PAID	Dumpster

	Township of Stowe	12,890.73	2/28/2022	PAID	Additional Property Tax 2021
	Sto-Rox School District	30,730.00	2/28/2022	PAID	Additional Property Tax 2021
	GNCC Legacy Trust	1,347.65	3/1/2022	PAID	
	Iron City Express	96.00	3/8/2022	PAID	Dumpster
	Keppel Agency	3,878.00	3/11/2022	PAID	Property Insurance
	Commonwealth of PA	31.85	3/11/2022	PAID	Sales Tax
	Advent Communications	259.70	3/30/2022	PAID	Cameras
	Columbia Gas	613.95	3/30/2022	PAID	
	Comcast	146.29	3/30/2022	PAID	
	Dollar Bank Loan	8,296.71	3/30/2022	PAID	
	GNCC Legacy Loan	1,347.65	3/30/2022	PAID	
	John K Weinstein	6,223.95	3/30/2022	PAID	
	Junction Climate Control	381.35	3/30/2022	PAID	HVAC Service
	West View Water	97.27	3/30/2022	PAID	
	Wm T Hutchinson Co PSP	2,707.75	3/30/2022	PAID	
	GNCC Dues	780.00	4/5/2022	PAID	
	GNCC Insurance	300.00	4/5/2022	PAID	
	USCA Dues	580.00	4/5/2022	PAID	1st of 3
	Duquesne Light	5,513.69	4/7/2022	PAID	
	Iron City Express	96.00	4/11/2022	PAID	
	Columbia Gas	418.30	4/18/2022	PAID	
<b>Total Paid/Current Liabilities</b>		<b>77,513.89</b>			
<b>Long-term Liabilities</b>		<b>PRINCIPAL</b>	<b>CHANGE</b>		
	GNCC Legacy Trust Loan	48,792.00		-\$2,443.00	
	Dollar Bank Construction Loan	1,231,079.75		-7,401	
	Rose-Buffington Loan	105,750.00		500	
	Hutchinson Loan	28,417		-2,333	
<b>Total Long-term Liabilities</b>		<b>\$1,414,039</b>			
<b>Reimbursements</b>					
	Daphne Roberts	Bar & Food	1,451.37	DONE	3/10/2022 1,022.46
	Leonard Jarabeck	Bar	1,558.66	DONE	3/10/2022
	Marie Rose	Food	1,931.63	DONE	3/16/2022

	Lora Kyle	Food	183.41	DONE	3/16/2022	
	Joyce McCarthy	Food	277.15	DONE	3/16/2022	
	Debbie Spang	Food	402.96	DONE	3/16/2022	
	Jacki Temple	Bar	83.42	DONE	3/16/2022	
	Ally Devine	Logo Shop	1,209.40	DONE	3/16/2022	
	Rick Barnwell	Maintenance	100	DONE	3/18/2022	
	Leonard Jarabeck	Bar	270.03	DONE	4/1/2022	
	Daphne Roberts	Bar & Food	438.53	DONE	4/1/2022	149.05
	Sarah Fissella	Food	592.95	DONE	4/6/2022	
	Marie Rose	Food	108.31	DONE	4/6/2022	
	Erin McManus	Food	65.13	DONE	4/6/2022	
	Marie Rose	Food	382.91			
<b>Pay Next</b>						
	Jordan Tax Service	13,790.07	4/30/2022	DUE	Stowe Twp Tax	

**For the period 02/09/2022 - 04/12/2022**

<b>Income</b>				
	Direct Public Support			
		Corporate Contributions	118	
		Individual Contributions	663	
		Member Contributions	120	
	<b>Total Direct Public Support</b>		<b>901</b>	
	Other Types of Income			
		Interest Income	6	
		Food Sales	1,248	
		Refreshment Sales	9,291	
	<b>Total Other Types of Income</b>		<b>10,545</b>	
	<b>Total Member Dues</b>		<b>5,550</b>	
	<b>Program Income</b>			
	Gift Certificates Sold		0	
	Sponsorships		300	

	Member League Fees		13,200	
	Drop-in Curling		100	
	Instruction			
		Learn to Curl	26,100	
		Group Curling Events	5,155	
	Total Instruction		31,255	
	Competitions			
		Bonspiel Entry Fees	10,500	
		Other Income	1,047	
	Total Competitions		11,547	
	Retail Shop Sales			
		Sales Tax Collected	53	
		Goods Sold	6,165	
		Giant Eagle Cards Sold	0	
	Total Retail Shop Sales		6,218	
	<b>Total Program Income</b>		<b>62,620</b>	
<b>Total Income</b>			<b>79,616</b>	
<b>Expense</b>				
	Business Admin Expenses			
		Insurance	212	
	<b>Total Business Admin Expenses</b>			<b>212</b>
	Building and Equipment			
		Equipment	260	
		Insurance	1,395	
		Interest	10,320	
		Repairs & Maintenance	901	
		Taxes & Fees	49,845	
		Utilities	7,004	
	<b>Total Building and Equipment</b>			<b>69,725</b>
	<b>Operations</b>			
	Event Expenses			

	Bar & Bar Supplies	3,084	Plus	277
	Food & Food Supplies	4,378		
	Entertainment	600	Pipers	
	<b>Total Event Expenses</b>			<b>8,062</b>
	Advertising			0
	Bank Fees			10
	Charge Processing			
	PayPal Fees	1		
	Square Fees	219		
	Stripe Fees	1,534		
	<b>Total Banking &amp; Processing</b>			<b>1,754</b>
	Curling & Ice Costs			
	Equipment			0
	Instruction Costs			65
	Membership Costs			
	Association Dues	1,647		
	Insurance - Member	392		
	<b>Total Membership Costs</b>			<b>2,039</b>
	Supplies			0
	<b>Total Curling &amp; Ice Costs</b>			<b>2,104</b>
	Retail Shop Expenses			
	Inventory COGS	3,720		
	<b>Total Retail Shop Expenses</b>			<b>3,720</b>
	Website & Internet Expenses			
	<b>Total Operations</b>			<b>15,650</b>
<b>Total Expense</b>				<b>85,587</b>
<b>Debt Service</b>				
	WT Hutchinson PSP			2,333
	GNCC Legacy Trust Loan			2,443
	Dollar Bank Construction Loan			7,401
<b>Total Debt Service</b>				<b>12,177</b>
<b>Net Income</b>				<b>(18,148)</b>

- Deposits: \$1281
- Undeposited funds: \$180 honor snacks
- Revenue scorecard:
  - Target for member dues \$62,500
  - Actual: \$64,655
  - Total target: \$195,612
  - Actual: \$219,510
    - Ahead of target for income, however this was prior to property tax reassessment
- Logo shop: \$2,629.91 net total since last board meeting
- Spring Registration: 96 members joined so far (54 new members)
- Property Assessments: Have filed for an appeal
  - Steve and Marie are fronting the cost of the appeal
  - Met with appraiser at the property
    - Feels it is worthwhile to proceed with appeal
    - Believes we will be able to recover cost in a year or two

**CONCLUSIONS**

Motion to approve reimbursements: Devine/Eiler; motion carries unanimously

ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE

**EVENTS**

**DISCUSSION**

- Spring Training
  - Had a team no show without warning
  - One team was upset that they felt they missed out on a game due to this team not showing up, they were given a partial refund
  - Snow delayed the Saturday morning draw, plow did come several times throughout the weekend to clear the driveway
- Olympic LTC
  - Have gained about 55 members since these started
  - Great feedback from participants
    - Negative feedback includes: No sign at road, too many participants on a single sheet
  - Still have LTC's scheduled, including two this weekend
    - Encourage new curlers to volunteer, may be able to play to even out teams and also show participants that they can pick things up quickly.
- Friendly with Rail City/Nittany Valley/Morgantown
  - April 30<sup>th</sup> at 12p
  - About 22 signed up from out of town clubs so far, will send out sign up sheet to PCC members
  - Will not require additional volunteers outside of PCC members participating



- Sean will advertise the event to new spring members
- Hoping to make this an annual event
- Annual Meeting
  - Discussed options about dates and times for the meeting
    - Will decide on date after finding out when Special Olympics LTC will be
    - Meeting will be May 14 or 21
  - Travis, Sean, and Steve will form a committee to find potential board members to run for election
  - Sarah Fissella has volunteered to coordinate the pot-luck
- Tropicurl
  - Event was full, one team dropped out today.
    - Have contacted the last team on the waitlist, have not heard back yet
  - Draw scheduled has been sent out to teams
  - Need to have 2021 winners engraved on trophy
  - Have looked into medals for event
    - Came out to \$59 for 8 medals, would be closer to \$100 for first and second place for each event (48 medals)
    - No design in place
  - Erin will reach out to Jacki to see if she wants to work on a design for a generic Tropicurl shirt
  - Will be using the special event liquor license

<b>CONCLUSIONS</b>
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ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE
Continue looking into medals	Erin	

<b>MEETING ADJOURNED</b>	Motion to adjourn: Rose/Eiler; carried unanimously
<b>NEXT BOARD MEETING</b>	May 10, 2022 at PCC

**EMAIL VOTES**

**ALL**

<b>DISCUSSION</b>
<b>CONCLUSIONS</b>

ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE