

Pittsburgh Curling Club Board Meeting Minutes

10/10/2023

7:00

491 McCoy Road

MEMBERS PRESENT	Debbie Spang, Leonard Jarabeck, Burt Cubbison, Gerry Kyle, Steve Buffington, Rich Palagallo, Sarah Fissella, Allie Devine, Dustin Devine (highlighted people were on Zoom)
MEMBERS ABSENT	Erin McManus, Sean Mizerski, Ryan Fissella(deceased), Joe Walton, Jacki Temple, Daphne Roberts
OBSERVERS	none
CALLED TO ORDER	7:00 PM

APPROVAL OF PREVIOUS MINUTES

DISCUSSION		
	<ul style="list-style-type: none"> ● June minutes & General Membership minutes from June <ul style="list-style-type: none"> ○ Travis Eiler will have them to Dustin by Saturday, October 14, 2023 ● September minutes were reviewed and approved 	
CONCLUSIONS		
	Approval of Previous Month's Minutes: S. Fissella/B Cubbison; carried unanimously	
ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE
Submit June minutes and General membership minutes	T. Eiler	Sat, Oct 14, 2023

MEMBER COMMENTS

DISCUSSION		
	<ul style="list-style-type: none"> ● Email sent about no options for a late night draw <ul style="list-style-type: none"> ○ We lost at least one member ○ Thursday league has moved to an early time to accommodate a majority of curlers ○ Last year we had lost curler(s) when the Saturday night time shifted to Saturday morning 	
CONCLUSIONS		
	We can talk about this.	
ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE

BOARD ANNOUNCEMENTS

BOARD MEMBERS

DISCUSSION	none	
CONCLUSIONS		
ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE

FINANCIAL

DISCUSSION

Pittsburgh Curling Club Financial Reports
As of 09/30/2023

2.91 Months of Solvency if no additional income

Current Assets	Current Income	Current Liabilities	Current Liabilities for August	SCHEDULED NOTES
End of Month Balance	Income Deposited	PAID Liabilities	Planned Liabilities	
Dollar Checking 0.00	PNC - Money Market Interest 0.16	Comcast 251.29	Duquesne Light 3,343.11	10/5/2023 PAID
Dollar Savings 13,669.41	Dollar - Savings Interest 5.80	Duquesne Light 572.83	Comcast 251.29	10/5/2023 AUTO
PayPal 0.00	Sponsorship - Bonspiel 3,000.00	Iron City Express 121.82	Columbia Gas 67.01	10/11/2023 AUTO
PNC - Money Market 28,213.20	CyberGrants 14.40	Columbia Gas 32.02	West View Water 22.72	10/12/2023 AUTO
PNC - Primary Checking 11,311.80	Snacks 16.00	West View Water 22.72	Intuit Qbooks 26.75	10/12/2023 AUTO
PNC - Secondary Checking 3,411.99	Stripe - Credit Card 32,857.01	Printscape Imaging and Graphi 68.48	Iron City Express 120.00	10/12/2023 AUTO
Total Cash/Checking/Savings 56,606.40	Stripe Fees (861.38)	Intuit Qbooks 64.20	Office Expense 7.29	10/17/2023 AUTO
Other Current/Restricted Assets	Group LTC 1,200.00	Jordan Tax Services 3,517.88	Stowe Twp Property Tax 0.40	10/17/2023 AUTO
122001 - Giant Eagle Gift Cards -	LTC 525.00	Jordan Tax Services 3.50	Dollar Bank Loan 3,117.57	10/15/2023 Loan
12100 - Prepaid Expense 15,376.02	Donation 210.00	Printscape Imaging and Graphi 749.00	Dollar Bank Interest 6,588.12	10/15/2023 Interest
Other Current/Restricted Assets 15,376.02	Membership 5,400.00	Commonwealth of Pennsylvan 143.69	Total Planned/Current Liabilities 13,544.26	
Total Current Assets 71,982.42	League Fees 24,383.39	Dollar Bank Loan 3,172.63		
	Bonspiel Entry Fees 1,800.00	Dollar Bank Interest 6,533.06		
	Gift Card 200.00	PAMS 7.29		
Movement Between Accounts	Square - Credit Card 111.89	PAMS 0.40		
Transfer from PNC - Secondary Checking to:	Square Fees (3.61)	PaidDomains.com 21.74		
PNC - Primary Checking 22,800.00	Logo Shop 110.00	Wm T Hutchinson Co PSP 235.36		
PNC - Money Market 8,800.00	Sales Tax 3.50	Jordan Tax Services 9,398.90		
Transfer from PNC - Primary Checking to:	Snacks 2.00	Jordan Tax Services 3.50		
Dollar Savings 20,000.00	Total Income Deposited 36,005.26	Total Paid/Current Liabilities 24,920.31		
		Long-term Liabilities		
		GNCC Legacy Trust Loan 33,883.51	PRINCIPAL	CHANGE
		Dollar Bank Construction Loan 1,163,921.33	-3,172.63	6.5% Now
		Rose-Buffington Loan 110,250.00	250.00	
		Hutchinson Loan 18,829.20	0.00	
		Total Long-term Liabilities \$1,326,884		

- A. Devine now has access to JoinUs
 - Financials have been updated with the information from Stripe
- Ended September 2023 with \$56,606.40 in the bank.
 - Solvency: 2.91 months if no additional income
 - Income last month: \$36,005.26
 - Paid liabilities last month: \$24,920.31
 - October's anticipated liabilities: \$13,544.26
 - Total long term liabilities owed: \$1.33 M
- Small Financials - report from M. Rose
 - Deposited funds:
 - \$3030.40

Date	Department	Amt
9.25.23		
summer?	snax donation	\$ 11.00
9.20.23	snax donation	\$ 5.00
9.13.23	Laurel Medical sponsorship*	\$ 3,000.00
9.17.23	cybergrants	\$ 14.40
	TOTAL	\$ 3,030.40

*final sponsorship payment from spring '23 wheelchair bonspiel

- \$200.00* deposited by Len 10.7.23
 - *Memorial donation from PCC member. Details sent to Sarah
- \$761.00 See 10.10.23 deposit details following the agenda.

PNC deposit			
10.10.23			
	Date	Department	Amt
	9.23.23	Memorial donation Ryan Fissella	\$ 100.00
	9.19.23	Riverhounds fundraiser matching	\$ 160.00
	9.27.23	Cybergrants	\$ 24.00
	9.29.23	Doughboys Sponsorship 1 yr	\$ 400.00
	9.30.23	snax donation	\$ 8.00
	10.2.23	snax donation	\$ 18.00
	10.7.23	snax donation	\$ 51.00
		TOTAL	\$ 761.00

- Undeposited funds: NONE.
- Donately:
 - Sept 2023
 - Members: \$210 (recurring); \$103 in kind.
 - Non member: \$100.00
 - Oct (thru 10.9.23)
 - Members: \$50 recurring donations; \$200 one time (details reported in 10.10.23 deposit)
 - YTD: \$37,328.
- S. Fissella is stepping down from being the bookkeeper for now.
 - A. Devine & S. Buffington have been talking this.
 - Thank you to Sarah Fissella for everything that she has done.

CONCLUSIONS

ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE

OLD BUSINESS

DISCUSSION

A.) 2023 - 2024 Scorecard for Annual Revenue

2023/2024 Annual Revenue Score Card

date	Target Revenue	Member dues		Pizza League	Drop In Curling	Open LTC	Corp LTC	Snacks	Logo Shop	Gift Cert	Donations	Advertising	GE Cards	Open Bonspiels		Alcohol		Spiels			
		Regis	Exp Net											sales	Exp Net	Net	In-House Events	totals			
	\$95,000	\$0	\$0	\$1,000	\$1,000	\$35,000	\$45,000	\$3,000	\$6,000	\$2,000	\$35,000	\$10,000	\$1,500					\$65,000	\$500	\$300,000	Targ
	\$48,908	\$9,567	\$0	\$0	\$0	\$1,550	\$1,850	\$0	\$0	\$0	\$67	\$5,200	\$0					\$53,150	\$0	\$120,292	Curr
7/31/2023	Financial Report	\$3,300	\$0	\$0	\$0							\$1,200									
8/31/2023	Financial Report	\$16,150	\$1,400	\$0	\$0						\$67	\$4,000									
9/18/2023	Learn to Curl 1					\$150															
9/18/2023	Learn to Curl 2					\$150															
9/22/2023	Learn to Curl 1					\$300															
9/23/2023	Open House #1																				
9/26/2023	Open House #2																				
9/27/2023	Fall Season opening																				
9/29/2023	Pizza League & Drop in curling																				
9/30/2023	Financial Report	\$29,358	\$8,167																		
10/2/2023	J Cone Group Curling (16)						\$1,200														
10/6/2023	Pizza League & Drop in curling																				
	CURRENT DATE																				
10/13/2023	Pizza League & Drop in curling																				
10/14/2023	Learn to Curl 1					\$400															
10/14/2023	Learn to Curl 2					\$0															
10/27/2023	Pizza League & Drop in curling																				
10/28/2023	Learn to Curl 1					\$0															
10/28/2023	Learn to Curl 2					\$75															
10/30/2023	Financial Report	\$100	\$0																		
11/3/2023	Akerley Private L2C						\$650														
11/3/2023	Pizza League & Drop in curling																				
11/10/2023	Pizza League & Drop in curling																				
11/11/2023	Learn to Curl 1					\$150															
11/11/2023	Learn to Curl 2					\$0															
11/16/2023	GNCC Sr Men's Spiel														\$4,950	\$4,950	\$0	\$4,950			
11/24/2023	Pizza League & Drop in curling																				
11/25/2023	Learn to Curl 1					\$250															
11/25/2023	Learn to Curl 2					\$75															
11/30/2023	Financial Report																				
12/1/2023	Pizza League & Drop in curling																				
12/8/2023	Pizza League & Drop in curling																				
12/8/2023	Potential X-Mass rental																				
12/15/2023	Pizza League & Drop in curling																				
12/22/2023	Pizza League & Drop in curling																				
12/29/2023	Pizza League & Drop in curling																				
12/31/2023	Board Meeting																				
1/3/2024	Winter Session																				
1/19/2024	Party Spiel														\$1,800	\$1,800	\$0	\$1,800			
1/31/2024	Financial Report														\$16,000	\$16,000	\$0	\$16,000			
2/22/2024	Dykes																				
2/29/2024	Financial Report																				
3/31/2024	Financial Report																				
4/1/2024	Spring Session																				
4/4/2024	Spring Training Spiel														\$14,400	\$14,400	\$0	\$14,400			
4/30/2024	Financial Report																				
5/31/2024	Financial Report																				
6/6/2024	TropiCurl														\$16,000	\$16,000	\$0	\$16,000			
6/30/2024	Financial Report																				

- Last year's score card: \$280,000 was the planned income; \$291,000 is what was brought in
- This year's scorecard
 - Target income: \$300,000
 - Steve will make some adjustments based on feedback while keeping the target income at \$300,000.
 - make adjustment to the amounts for: membership dues, open LTC, corporate events, sponsorships for bonspiels, etc.
- Keep in mind - money must be made in order to spend money.
- Any expenditure will need to be justified and thought out.

Pittsburgh Sports Authority

- Martha & Burt talked to the Pittsburgh Sports Authority about up to \$10,000 reimbursements during bonspiels for utilities (power, garbage, gas, water)
- We will need to double check what they will approve.

B.) Registration Software

- B Cubbison has started asked about requirement that users would like to see.
- Timeline: look at options over the winter, make recommendations in the spring

C.) Donated Rocks for Bucks County

- Bucks County is reassessing their need for the rocks.
- When they decide that they need the rocks, we will have Bucks County members take them when they come for a bonspiel.

CONCLUSIONS

ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE

EVENTS COMMITTEE

DISCUSSION

A.) Canceled Three Rivers Spiel (4 registrations: 3 asked for refunds, 1 transferred to Party Spiel)

B.) GNCC Sr. Men’s Championships (currently at 12 registrations) Friday evening start with up to 16 teams

C.) Pittsburgh Party Spiel (4 registrations - none from Pittsburgh yet) - must push this to 16 or more teams

D.) Cohosting the Dykes with Broomstones

- See summary
 - The GNCC will publish a registration questionnaire on their website (expected very soon)
 - Participating teams will provide their team details, including players, club(s) represented
 - and 1st choice of playing venue (Pittsburgh or Broomstones).
 - They will also state if they are willing to play at the other venue.
 - The deadline for completing this questionnaire is Dec 15th.

As the GNCC receives the completed questionnaires, they will attempt to confirm the team eligibility and begin to allocate valid teams to either Broomstones or Pittsburgh. We may also be given access to the data for planning purposes.

The stated goal of the GNCC is to complete the team distributions by Monday Dec 18th. Teams will then be notified and begin registration/paying through our website. We might do this by sending the teams an invitation and link to register.

The GNCC intends to list two winning teams on the trophies, one from each venue.

Broomstones is charging \$500 per team. We can do the same or have our cost at \$450 as an incentive to choose Pittsburgh.

Potential snags:

The stated policy is that every GNCC member club can register one team. Additional teams from that club may participate as room allows. In the past, clubs were turned away due to lack of room. This should not happen with 2 venues and 8 sheets available. They have had instances of teams forming “paper clubs” to get around the one team rule. They apparently have also had instances of players from the junior ranks under stating how many years they have been playing. The intention this year is to fully vet the registrations to eliminate these problems.

The Dykes has one qualifying position into the UCSA national 5 & Under tournament. Broomstones volunteered early to be a host of the Dykes and then notified the USCS, getting that qualifying spot. The GNCC thinks they are going to have a 3-game play-off at some undetermined time and location to determine the team that gets this spot. I foresee lots of complaining about this, including from Broomstones as a club. Bob Hogan says he will bear the brunt of those complaints. The outcome remains to be seen.

Clubs that have many teams entering may need to provide a priority order. So, we may need to have a series of play-offs to determine our team pecking order.

- Discussion on what can be done to entice teams to sign up for the Pittsburgh venue over Broomstones

E.) Future Spiels - topics for upcoming meeting

- Proposed Spring Training Spiel - April - need to get on the schedule
- Proposed Wheelchair Spiel - May - need to get on the schedule
- Tropicurl - June

CONCLUSIONS		
ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE

COMMUNICATIONS COMMITTEE

DISCUSSION		
<ul style="list-style-type: none"> • The committee is doing a great job on getting stuff out on social media. 		
CONCLUSIONS		
ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE

FINANCE COMMITTEE

DISCUSSION		
<ul style="list-style-type: none"> • Chairperson position is still open 		
CONCLUSIONS		
ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE

MEMBERSHIP COMMITTEE

DISCUSSION

- We are at ~ 101 members right now
- Lists have printed out with previous members who have not returned
 - Follow up has been done to see why members are not returning
- Pittsburgh Sports League
 - How can we get them back to do LTC 2? Can we make special offers?
 - What is the process for offering special deals?
 - Use discretion
- Create flyers for members to post where they can to raise awareness of LTC
- A draft was presented for a possible floor plan for the warm room
 - Nothing is permanent; furniture can get rearranged until we see what we like
 - Concern about a counter in front of bulletin boards
 - Possibly add high top tables at the end of each sheet during bonspiels
- LTC - dates will be decided on soon
- Sheet rental
 - Rent a sheet and bring in people (family, friends) to pay for the sheet
 - Do a private LTC where the member does the training
 - Help to up the LTC numbers by doing this
 - Set this up through Len
- We should be posting volunteer needs and positions and start recruiting trainees.
 - Talk to the members about the clubs needs

CONCLUSIONS

ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE

FACILITIES COMMITTEE

DISCUSSION

- Ceiling is fixed; plastic is being put up
- Sean got a quote for the scraper blade
 - Discussion about purchasing the blade vs trying to resharpen our extra blade
 - We do not have a reliable place to resharpen our blade.

CONCLUSIONS		
Proposal to purchase the scraper blade from Canada for ~\$1550 Money has already been budgeted in the Maintenance / Curling System category		
ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE

NEW BUSINESS

DISCUSSION		
<ul style="list-style-type: none"> ● USCA Members General Assembly <ul style="list-style-type: none"> ○ S. Buffington has requested a link to participate in the meeting on Friday, October 13. ○ He will be voting to change the membership model ● Replacing a Board member <ul style="list-style-type: none"> ○ This will be tabled to next month. 		
CONCLUSIONS		
ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE

ADJOURNMENT

MEETING ADJOURNED	Motion to adjourn: G. Kyle / R. Palagallo; carried unanimously
NEXT BOARD MEETING	Tuesday, November 14, 2023 at PghCC