

Pittsburgh Curling Club Board Meeting Minutes

6/13/2023

7:00

491 McCoy Road

MEMBERS PRESENT	Dustin Devine , Constantin Koehler , Steve Buffington, Gerry Kyle , Burt Cubbison , Ryan Fissella , Allison Devine , Leonard Jarabeck , Sarah Fissella , Sean Mizerski , Debbie Spang , Daphne Roberts , Travis Eiler, erin mcmanus
MEMBERS ABSENT	Joe Walton
OBSERVERS	Rich Palagallo, June Xue
CALLED TO ORDER	7:07 PM

APPROVAL OF PREVIOUS MINUTES

DISCUSSION		
CONCLUSIONS	Approval of Previous Month's Minutes: Kyle/Cubbison; Spang abstains	
ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE

MEMBER COMMENTS

DISCUSSION	•	
CONCLUSIONS		
ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE

BOARD ANNOUNCEMENTS

BOARD MEMBERS

DISCUSSION		
<ul style="list-style-type: none">● Trane stating that we failed to make a payment on a service call<ul style="list-style-type: none">○ We believe this is incorrect, and will be contacting Trane to clarify● Shed has been completed behind the building<ul style="list-style-type: none">○ Have begun to move some items into it○ Is locked● Chiller was turned off for the season following Tropicurl<ul style="list-style-type: none">○ Will be sending volunteer sheet out for help with ice removal● Upcoming Annual Meeting (6/17/23)<ul style="list-style-type: none">○ Currently have 3 candidates for 4 open positions○ Will share 2023-24 calendar/rates at the meeting○ Will open up membership for 2023-24 season after 7/1 (new fiscal year)		
CONCLUSIONS		
ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE

MEMBERSHIP

DISCUSSION		
<ul style="list-style-type: none">● Membership committee update:<ul style="list-style-type: none">○ Membership Rates 2023-24<ul style="list-style-type: none">▪ Goal to retain 95-100% of current members		

- Increase membership by 25 prior to the season and another 25 throughout the season
- Rate proposal:

*100.00 for base membership.

- Once a person pays the \$100.00, they can choose from the following plans for curling:
- \$50 discount applied for upfront payment on unlimited, \$25 discount applied for all other league offerings paid upfront.

League and Curling Options	Description	Cost	Cost per draw	Plan Installments Every 2 Months	
Fall and winter 6 months	Unlimited (now includes spring and Pick-up and Pizza)	\$1100		3 installments of \$367.00	
Fall and Winter	2 draws or Leagues a week	\$750.00	\$16.00	3 installments of \$250.00	
Fall and Winter	1 draw or league a week	\$450.00	\$19.00	3 installments of \$150.00	
One Season (Fall OR Winter) 3 months	Unlimited	\$600.00		2 installments: \$300.00	
One Season (Fall OR Winter)	2 draws or Leagues per week	\$450.00	\$19.00	2 installments: \$225.00	
One Season (Fall or Winter)	1 draw or leagues per week	\$250.00	\$21.00	2 installments: \$125.00	
Drop in	A member who plays additional games	\$25.00			

- Concern that people could potentially sign up for a payment plan, decide to stop curling and cancel their future payments

- Discussion that installment plans had been attempted in the past at the arena, and that they proved not to be beneficial
 - Discussion that members have been asking for that option recently
 - Discussion to take off USCA verbage on membership rates as we are unsure at this time whether PCC will be members next year
 - Discussion to clarify that free pizza league for unlimited members includes the curling, not the pizza.
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- 2023-24 schedule proposal
 - September 10-15, 2023, Ice installation
 - Sept 16-25, LTC experience sessions and meet your team nights
 - Sept 27 thru Dec 30, Fall leagues start/finish
 - Jan 4, 2024 thru March 30, Winter leagues start/finish
 - April 1 thru June 5, Spring leagues start/finish
 - June 10, approx. time of ice removal.
 - Plans for LTC program

Learn to Curl:

Type	Description	Cost	Notes:	
LTC I	Traditional LTC	\$50.00	Beginner, no experience required	
LTC II	Advance techniques, strategy and more time playing	\$50.00	Must have taken LTC I	
LTC III	Full game play	\$50.00	Must have taken LTC II	
Learn to Curl package (All 3)	Bought at once	\$100.00		
LTC II and LTC III	Purchased after the initial LTC	\$75.00	Must have taken LTC I	

- Discussion to check LTC fill rates from last year based on the night, so that we can provide additional LTC's during that timeframe

- Retention/New Member Push
 - Proposal to provide past members with two dates that they can come to try curling again without fee to try to encourage them to rejoin the club
 - Dates will be 9/23 and 9/26

CONCLUSIONS

Motion to approve the letter to past members offering dates to re-try curling: Buffington/Fissella; motion carried unanimously
 Motion to approve the 2023-24 schedule, with rights to advise as necessary in the future: Kyle/McManus; motion carried unanimously
 Motion to approve proposed 2023-24 dues structure for total cost of each tier (allows for adjustment to installment plans), with removal of wording on outside organization affiliation: Kyle/Fissella; motion carried unanimously

ACTION ITEMS

PERSON RESPONSIBLE

DEADLINE

OUTREACH

DISCUSSION

- Communications committee update:
 - Committee has had one meeting so far
 - Has had difficulty recruiting additional members
 - Will continue to pursue additional members to assist

CONCLUSIONS

ACTION ITEMS

PERSON RESPONSIBLE

DEADLINE

FINANCIAL

DISCUSSION

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Pittsburgh Curling Club Financial Reports		3.29 Months of Solvency if no additional income		3.44 Months of Solvency if no additional income through 6/12/2023						
As of 05/31/2023										
Current Assets	Current Income	Paid Liabilities		PAID	NOTES	EXPENSE TYPE	Current Liabilities for June	Planned Liabilities	SCHEDULED NOTES	
End of Month Balance	Income Deposited									
Dollar Checking	0.00	PNC - Money Market Interest	0.23	Duquesne Light	3,533.56	5/9/2023 PAID	Utilities	Comcast	201.29	6/9/2023 PAID
Dollar Savings	12,473.15	Dollar - Savings Interest	5.15	Comcast	201.29	5/9/2023 AUTO	Utilities	Duquesne Light	3,276.04	6/7/2023 PAID
Charles Schwab	0.00	Logo Shop	71.18	Iron City Express	118.71	5/9/2023 AUTO	Utilities	Columbia Gas	133.02	6/12/2023 AUTO
PayPal	0.00	Sales Tax	7.07	West View Water	29.70	5/14/2023 AUTO	Utilities	West View Water	29.70	6/14/2023 AUTO
PNC - Money Market	34,212.43	Snacks	222.00	Columbia Gas	228.89	5/12/2023 AUTO	Utilities	Inuit Qbooks	26.75	6/12/2023 AUTO
PNC - Primary Checking	16,914.72	Friday Pizza League	240.00	Inuit Qbooks	26.75	5/15/2023 AUTO	Office Expense	Iron City Express	118.71	6/12/2023 AUTO
PNC - Secondary Checking	2,355.89	Friday Pizza League Cost	(230.00)	Dollar Bank Loan	3,313.88	5/18/2023 PAID	Loan	Dollar Bank Loan	3,117.57	6/15/2023
Total Cash/Checking/Savings	65,956.19	Spring Raffle	1,736.86	Dollar Bank Interest	6,391.21	5/19/2023 PAID	Interest	Dollar Bank Interest	4,588.12	6/15/2023
Other Current/Restricted Assets		Donations	4,296.15	Total Paid/Current Liabilities	13,844.59			Jordan Tax Services	3,517.86	6/30/2023 Stowe Twp Property
122003 - Giant Eagle Gift Cards	-	Group LTC	300.00	Long-term Liabilities	PRINCIPAL	CHANGE		Jordan Tax Services	3.50	6/30/2023 bank fee
121003 - Prepaid Expense	15,696.98	Friendly basket raffle	160.00	GNC Legacy Trust Loan	33,883.51	-1,259.79		Penn National Insurance	5,784.00	6/21/2023 property insurance
Other Current/Restricted Assets	15,696.98	Friendly 50/50	105.00					Wm T Hutchinson Co PSP	235.36	6/30/2023 interest
Total Current Assets	81,653.17	Bucks Fundraiser	20,436.00	Dollar Bank Construction Loan	1,176,712.79	-3,313.88	6.5% Now	PAMS	125.10	6/15/2023 AUTO
		Traveling Lube and Care Banner	300.00	Reise-Buffington Loan	109,250.00	250.00		PAMS	0.40	6/15/2023 AUTO
		Drop-in Curling	100.00	Hutchinson Loan	19,629.20	0.00		Priscape Imaging and Crop	51.36	Laurel Medical Barr
		Bonspel Meals	120.00	Total Long-term Liabilities	\$1,338,676			Priscape Imaging and Crop	51.36	Charlie Brown Barr
		Bonspel Bar	430.00					CutTech, Inc.	2,000.00	training
		Amazon Smile	99.12					Marie Rose	108.62	bonspel food
		PayPal - Logo Shop	47.00					Sarah Fissella	100.58	bonspel food
		PayPal Fees	(2.41)					Sarah Fissella	84.47	bonspel bar
		Transfer from PNC - Money Market to						Sarah Fissella	190.20	bonspel t-shirts
		PNC - Primary Checking	15,900.00					Ryan Fissella	115.00	bonspel prizes
		Stripe - Credit Card	6,136.10					Sarah Fissella	30.09	bonspel food
		Stripe Fees	(226.94)					Daphne	870.70	bonspel bar
		LTC	200.00					Lenard	1,835.23	bonspel bar
		Dollar Savings	20,000.00					Total Planned/Current Liabilities	28,597.63	
		PNC - Money Market	19,000.00							
		Bonspel	2,190.00							
		Group LTC	1,200.00							
		Instruction	630.00							
		Donation	2,045.04							
		Gift Cards	100.00							
		Square - Credit Card	3,957.04							
		Retail Shop	472.00							
		Sales Tax Collected	19.39							
		Square Fees	(109.35)							
		Friday Night League	165.00							
		Snacks	35.00							
		Donation	35.00							
		Drop-in Curling	50.00							
		Group LTC	3,290.00							
		Total Income Deposited	38,537.49							

Pittsburgh Curling Club Financial Reports		
For the period 06/01/2023 - 06/30/2023		
Income	Expense	
Direct Public Grants		Business Admin Expenses
Non-profit Organization Grants	0	Insurance
Total Direct Public Grants	0	Office Expenses
Direct Public Support		Total Business Admin Expenses
Corporate Contributions	0	Building and Equipment
Individual Contributions	3,783	Equipment
Member Contributions	122	Insurance
Total Direct Public Support	3,905	Interest
Other Types of Income		Repairs & Maintenance
Interest Income	5	Taxes & Fees
Miscellaneous Income	2,002	Utilities
Refreshment Sales	772	Total Building and Equipment
Total Other Types of Income	2,779	
Total Member Dues	0	Operations
Program Income		Event Expenses
Cdn Certificates Sold	100	Bar & Bar Supplies
Sponsorships	300	Food & Food Supplies
Member League Fees	175	Gifts & Prizes
Drop-in Curling	150	Entertainment
Instruction		Total Event Expenses
Learn to Curl	200	Advertising
Group Curling Events	4,190	Bank Fees
Total Instruction	4,900	Charge Processing
Competitions		Payroll Fees
Bonspiel Entry Fees	2,150	Square Fees
Other Income	0	Stripe Fees
Total Competitions	2,150	Total Banking & Processing
Retail Shop Sales		Curling & Ice Costs
Sales Tax Collected	7	Equipment
Goods Sold	590	Instruction Costs
Client Edge Cards Sold	0	Membership Costs
Total Retail Shop Sales	597	Association Dues
Total Program Income	8,502	Insurance - Member
Total Income	15,126	Total Membership Costs
		Supplies
		Total Curling & Ice Costs
		Retail Shop Expenses
		Inventory COGS
		Client Edge Cards
		Total Retail Shop Expenses
		Website & Internet Expenses
		Total Operations
		12,317
		Detail Service
		WT Hutchison PSP
		GNCC Legacy Trust Loan
		Dollar Bank Construction Loan
		Total Debt Service
		4,378
		Net Income
		(1,770)

- Accounts currently just under \$66,000
- Income last month \$15,126
- Paid liabilities last month \$13,844
- expected June liabilities: \$19,600
 - Have not received next installment of Stowe Twp property tax, could come this month
 - Penn-National insurance due this month (\$5784)
- Bonspiel reimbursement requests, receipts in hand:
 - Wheelchair Spiel: \$598.87
 - Tropicurl: \$2736.02
- Currently at 3.44 months of solvency
 - Clarification that this solvency estimate assumes no future revenue

- This was originally reported to the board as a planning tool, not to indicate when the club would realistically run out of money
 - concern that members misconstrue this data, and it causes fear amongst members who believe it indicates when the club will shut down
 - Wording was clarified for future reports
- Private Loan Discussion:
 - Buffington/Rose Loan: Continuing to add interest each month, board will be presented with alternate loan proposal in the future.
 - Hutchinson Loan: Interest only payments in June and September (\$235.36). Will speak with him again in November regarding the payments from December forward.
 - GNCC: Paperwork signed and submitted. No payments due until Jan 2024.

CONCLUSIONS	
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Motion to approve bonspiel reimbursement expenses: Kyle/McManus; motion carried unanimously

ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE

EVENTS

DISCUSSION	
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- Events committee update:
 - Bucks fundraiser
 - Huge thank you to all who participated
 - Thank you letters have been drafted to Potomac, Chesapeake, and Bucks.
 - Wheelchair Spiel:

- Feel it went very well
 - If we would look to do it again would try to pick a date that doesn't interfere with national qualifying events
 - Sponsorship was vital to offset the cost of the event
- o Tropicurl:
- Went off really well
 - Everyone happy with competition level
 - Raffles/fundraisers were significant
- o Next years events
- Three Rivers and Mens GNCC Sr's events will have registration opened shortly to start to get some revenue into the club.
 - Potentially could look at hosting a USCA 5 and under qualifier

CONCLUSIONS		
ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE

MEETING ADJOURNED	Motion to adjourn: Buffington/Kyle; carried unanimously
NEXT BOARD MEETING	June 17,2023 at PCC

EMAIL VOTES

ALL

DISCUSSION		
CONCLUSIONS		
ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE