

Pittsburgh Curling Club Board Meeting Minutes

2/13/24

7:00

491 McCoy Road

MEMBERS PRESENT	Debbie Spang, Leonard Jarabeck, Sean Mizerski, Erin McManus Burt Cubbison, Joe Walton, Daphne Roberts, Steve Buffington, Rich Palagallo, Sarah Fissella, Allie Devine, Dustin Devine, On Zoom
	Gerry Kyle, Jacki Temple,
OBSERVERS	Marie Rose, Matt Clark, Zach Romitz
CALLED TO ORDER	7:00 PM

APPROVAL OF PREVIOUS MINUTES

DISCUSSION		
	<ul style="list-style-type: none">• none	
CONCLUSIONS		
Approval of January's Minutes: S Fissella/R Palagallo; carried unanimously		
ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE

MEMBER COMMENTS

DISCUSSION		
	<ul style="list-style-type: none">• S Fissella expressed appreciation of changes to the warm room	
CONCLUSIONS		
ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE

FINANCIAL

DISCUSSION
<ul style="list-style-type: none">• Ended January 2024 with \$90,521.94 in the bank.<ul style="list-style-type: none">○ Solvency: 3.64 months if no additional income○ Income last month: \$54,758.76○ Paid liabilities last month: \$29,763.83○ February's anticipated liabilities: \$34,598.82○ Total long term liabilities owed: \$1,310,866

Pittsburgh Curling Club Financial Reports
As of 01/31/2024

3.64 Months of Solvency if no additional income

Current Assets	Current Income	Current Liabilities	Current Liabilities for February
End of Month Balance	Income Deposited	PAID NOTES EXPENSE TYPE	Planned Liabilities SCHEDULED NOTES
Dollar Checking 0.00	PNC - Money Market Interest 0.32	Duquesne Light 3,082.41 1/4/2024 PAID Utilities	Pair Networks 160.27 2/2/2024 Website
Dollar Savings 14,867.42	Dollar - Savings Interest 2.89	Comcast 251.29 1/5/2024 AUTO Utilities	Comcast 254.50 2/5/2024 AUTO
PayPal 0.00	Donations 5,669.20	Iron City Express 120.27 1/8/2024 AUTO Utilities	Duquesne Light 3,267.71 2/6/2024 PAID
PNC - Money Market 42,114.39	Stone Sale 250.00	USCA 3,961.92 1/8/2024 PAID Member Dues	CashStar 9,500.00 2/6/2024 Giant Eagle Gift Cards
PNC - Primary Checking 30,954.81	Snacks 119.00	USWCA 1,438.37 1/8/2024 PAID Member Dues	GNCC Legacy Loan 81.55 2/6/2024 Interest
PNC - Secondary Checking 2,585.32	Pizza League (40.00)	GNCC 742.50 1/8/2024 PAID Member Insurance	GNCC Legacy Loan 1,266.10 2/6/2024 Loan
Total Cash/Checking/Savings 90,521.94	Drop-in Curling 50.00	West View Water 38.88 1/9/2024 AUTO Utilities	Columbia Gas 553.49 2/13/2024 AUTO
Other Current/Restricted Assets	GE Gift Cards 10,000.00	Inuit Obooks 64.20 1/14/2024 AUTO Office Expense	West View Water 29.70 2/13/2024 AUTO
122001 - Giant Eagle Gift Cards -	Sarris Candy Fundraiser 263.50	Columbia Gas 515.50 1/15/2024 AUTO Utilities	Inuit Obooks 64.20 2/14/2024 AUTO
12100 - Prepaid Expense 17,197.09	Bonspiel - Bar Tips 2,651.00	PAMS 22.20 1/16/2024 AUTO Utilities	Duncan Insurance Group, LL 5,097.03 2/14/2024 General Liability Insurance
Other Current/Restricted Assets 17,197.09	Bonspiel - Drinks 157.00	PAMS 0.40 1/16/2024 AUTO Bank Fee	Dollar Bank Loan 3,117.57 2/15/2024 Loan
Total Current Assets 107,719.03	Bonspiel - Meals 189.00	Mickey Mangold 420.00 1/17/2024 PAID Bonspiel Rain Check	Dollar Bank Interest 6,588.12 2/15/2024 Interest
	Bonspiel - 50/50 145.00	Dollar Bank Loan 3,245.28 1/19/2024 PAID Loan	Iron City Express 120.27 2/16/2024 AUTO
	Bonspiel - Basket of Cheer 284.00	Dollar Bank Interest 6,460.41 1/19/2024 PAID Interest	PAMS 37.11 2/18/2024 AUTO
	Bonspiel - Baskets 375.00	STO-ROX School District 9,399.90 1/30/2024 PAID Taxes	PAMS 0.40 2/18/2024 AUTO
	Bonspiel - Pierogi Race 147.00	STO-ROX School District 3.50 1/30/2024 PAID Bank Fee	GNCC Legacy Loan 78.39 2/23/2024 Interest
Movement Between Accounts		Total Paid/Current Liabilities 29,763.83	GNCC Legacy Loan 1,269.26 2/23/2024 Loan
Transfer from PNC - Secondary Checking to:	Bonspiel - Credit Card 33,255.10		Sarah Fissella 809.09 Bonspiel Food Bar
PNC - Primary Checking 40,800.00	Stripe Fees (863.23)		Steve Buffington 2,444.05
PNC - Money Market 8,500.00	Group LTC 1,500.00	Long-term Liabilities PRINCIPAL CHANGE	Total Planned/Current Liabilities 34,588.82
Transfer from PNC - Primary Checking to:	LTC 2,775.00	GNCC Legacy Trust Loan 32,620.57 0.00	
Dollar Savings 20,000.00	Donation 310.00	Dollar Bank Construction Loan 1,150,638.65 -3,245.28 6.5% Now	
	Gift Certificate 100.00	Rose-Buffington Loan 111,250.00 250.00	
	Membership 500.00	Hutchinson Loan 16,356.81 0.00	
	League Fees 1,958.33	Total Long-term Liabilities \$1,310,866	
	Bonspiel Entry Fees 26,950.00		
	Drop-in Curling 25		
	Square - Credit Card 1,260.75		
	Square Fees (38.31)		
	Logo Shop 558.00		
	Sales Tax 25.06		
	Pizza League 270.00		
	Bonspiel - Bar Tips 171		
	Bonspiel - Meals 20.00		
	Bonspiel - Baskets 120.00		
	Bonspiel - 50/50 25.00		
	Bonspiel - Basket of Cheer 10		
	Bonspiel - Pierogi Race 100		
	Total Income Deposited 64,758.76		

- Small Financials - report from M.Rose
 - Deposited funds:
 - 1-2-24: \$269.20 – rock sales, CyberGrants
 - 1-4-24: \$5,650 – Fidelity Charitable, Network for Good
 - 1-29-24: \$10,263.50 – GE gift cards deposit, Sarris Candy fundraiser
 - Undeposited funds: \$19.20 – CyberGrants
 - Donately:
 - Jan 2024
 - Members: \$110 (recurring), \$600 one time, \$1,500 in kind consumables
 - Non member: \$100.00 (recurring, previous member)
 - Feb 2024 (thru 2.12.24)
 - Members: \$110 (recurring)
 - YTD: \$2,925

CONCLUSIONS

Approval for the reimbursements to S. Fissella and S. Buffington for bonspiel expenses: R. Palagallo/B. Cubbison; carried unanimously.

ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE

OLD BUSINESS

DISCUSSION

- A. Registration software - placeholder
 - Burt stated that a presentation should happen before the start of next year.
- B. Rocks donated to Bucks county - picked up during party spiel
- C. Bucks donated 17 rock handles for our ongoing rock sales.

CONCLUSIONS		
ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE

EVENTS COMMITTEE

DISCUSSION		
<p>A. Dykes - Feb 22 to 25 (30 teams)</p> <ul style="list-style-type: none"> ● Have the liquor permit ● Volunteer sign ups have started ● We need donations for raffles targeted to a male demographic. <ul style="list-style-type: none"> ○ lottery tickets, liquor, etc. <p>B. Proposed some event in the April time frame</p> <ul style="list-style-type: none"> ● in-house, 1 day; details to come <p>C. Allegheny front Friendly</p> <ul style="list-style-type: none"> ● proposed for Late May ● proposed as an over/under; details to come <p>D. Tropicurl - June 6 to 9</p> <ul style="list-style-type: none"> ● 40 registered and waitlist started ● will get a liquor permit <p>E. Donated</p> <ul style="list-style-type: none"> ● Team Homan signed a broom and shirt; this can be used as auction items; donated by Travis Eiler 		
CONCLUSIONS		
ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE

COMMUNICATIONS COMMITTEE (B. Cubbison)

DISCUSSION		
<p>A. Social Media Team Update</p> <ul style="list-style-type: none"> ● Facebook, Instagram are doing well <p>B. PSU Curling practice ice</p> <ul style="list-style-type: none"> ● Reached out to B Cubbison if they could curl here ● Burt is setting up dates for them to practice <p>C. Potential College Curling Event</p> <ul style="list-style-type: none"> ● PSU has expressed interest in running a bonspiel here ● Burt is in the process of seeing if this is a possibility and what they need. 		
CONCLUSIONS		
ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE

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FINANCE COMMITTEE (vacant)

DISCUSSION		
<p>A. School District Appeal</p> <ul style="list-style-type: none"> Conciliation Hearing scheduled for March 5th, 2024 We will talk to the lawyer before the hearing. <p>B. See attached updated scorecard and end of month account balances</p>		
CONCLUSIONS		
ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE

MEMBERSHIP COMMITTEE (G. Kyle)

DISCUSSION		
<p>A. Learn to Curl 2 and Learn to Curl 3</p> <ul style="list-style-type: none"> We may be getting 8 new members from these LTC. <p>B. Gerry has been making improvements to the warm room with the high top tables and chairs and moving the Logo shop.</p>		
CONCLUSIONS		
ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE

FACILITIES COMMITTEE (S. Buffington)

DISCUSSION		
<p>A. Completed work:</p> <ul style="list-style-type: none"> repaired dehumidifier backflow test done and passed snowblower used prior to Party Spiel <p>B. Long Term</p> <ul style="list-style-type: none"> Ceiling plastic in the ladies locker room North side rain gutters 		
CONCLUSIONS		
ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE

NEW BUSINESS

DISCUSSION
<p>A. Refund Policy</p> <ul style="list-style-type: none"> ● We need to develop a Refund Policy for teams that drop out of bonspiels, Learn to Curl cancellations, and for the season. ● Sarah shared Triangle’s refund policy. This is a policy that we have used in the past for Tropicurl. ● J. Walton gave his insights on how he has been handling the rescheduling LTC. He has been giving 3 days for rescheduling when asked by the customer. <p>B. Safe Sport renewal</p> <ul style="list-style-type: none"> ● everyone on the board should renewing their Safe Sport ● The board is required by GNCC to have Safe Sport training. ● Anyone else who plans on doing learn to curls with students are recommended to have training. ● The website is: safesporttrained.org <p>C. Any other New business</p> <ul style="list-style-type: none"> ● none

CONCLUSIONS		
ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE
Find some other examples of refund policies to consider.	all board members - send to Steve	
Put Refund Policies in writing.		

ADJOURNMENT

MEETING ADJOURNED	Motion to adjourn: R. Palagallo/ S. Fissella; carried unanimously
NEXT BOARD MEETING	Tuesday, March 12, 2024 at 7:00 pm PghCC