

PMCC AGM 2018/2019 Season

AGM March 9, 2019

AGM Meeting Minutes – March 9, 2019

Meeting called to Order at 12:32 pm.

1. **Quorum and Notice of Meeting Review – Wayne Petrie**

- Quorum is 20 and there are more than 20 present. Verified 91 in attendance via sign-up sheet.
- The AGM notice was posted February 12, 2019 and each member received the notice via email on February 12, 2019 with a second one March 9, 2018
- All members were notified of the AGM in accordance with the Bylaws
- In addition, notice posted to front page of website on or before March 1, 2019

2. **Acceptance of Last AGM Minutes – Wayne Petrie**

- Motion was made by Barry Ayers, 2<sup>nd</sup> by Terri Evans to accept minutes from 2017/2018 as written and distributed on tables. Majority in favour.

3. **Financial Reports – read by Wayne Petrie (as supplied by Lisa Wood) – see Appendix A**

- Treasurer's Report was provided as of the 5<sup>th</sup> of March 2019, with draft projections to March 31, 2019 (copies distributed on tables) as follows:
  - Club grew to 580 curlers
  - Club processed \$148,000 in payments for over 2,500 items
  - 83% payments made via Curling Registration site (Curling I/O)
    - **Strongly encourage every curler to register and pay online**
      - Thank you to the following leagues that did:
        - Juniors, Newbies, TEAL, Learners, Doubles
    - Financial health and expenses of Club remains stable
    - Total combined net income for the year at time of AGM is \$50,276
    - Net income presented separately on the report. Operations net income - \$12,934. Restricted net income from the City of Coquitlam grant is \$37,342comhas
    - Budget for 2020 season is provided. Net income budgeted at \$527.
      - No questions from the floor
  - Motion to accept Treasurer's report made by Mary Dyk, 2<sup>nd</sup> Sandy Grewer. Majority in favour.
    - In addition to **Appendix A**, financials will be posted on website as per usual practice

#### 4. **President's Report – Wayne Petrie**

2018/2019 Season has ended and looking forward to next season. A pivotal and exciting year. Membership increased from 336 to 580 approximately, with curlers from Coquitlam joining our Club. Last season we had 10 years, now we have 15.

We are thankful to the City of Coquitlam for the funds received and the transfer of equipment to the City of Port Moody. These funds helped us hire part-time Club Manager Michelle Hunt and the City of Port Moody to hire an Ice Consultant to make our ice better.

Our Club Manager has been involved in many tasks usually done by our Board. These included dealing with city staff, league contracts, facility issues, Region 11 meetings League rep meetings, general correspondence. Michelle also started a Saturday practice ice schedule and managed to get an addition hour for this, thank you.

We had many volunteers help the Club during this season and thank them all. We are recognizing three that have done a great job according to our Volunteer logs with a small token of our appreciation: Lisa Phillips, Ken Krause, Robert Staines. Without the hard work that our volunteers do, the Club would not run as smooth. Volunteer hours help our club with grants and these hours are logged on our website.

I am looking forward to our Club's curling future and thank everyone for attending the AGM.

- There was a question from the floor. Member Judy Wynes was permitted by the Board to read from a statement where she indicated concern that the Club Manager wasn't present enough at the Club to establish a connection with the membership, that her time wasn't well utilized, and that she felt that the Club's relationship with the City had deteriorated over the past year. Judy Wynes also expressed the desire for more open and transparent communications from the Board to the membership. Judy Wynes encouraged the 2019/2020 Board to review the request made to the City of Coquitlam for funding, specifically the Club Manager's duties and the commitments made therein.
  - Wayne Petrie thanked Judy Wynes for her feedback and acknowledged that there is always room for improvement. He reminded her and everyone present that members can attend Board meetings and provide feedback to the Board, and that the Board is always looking for help. Wayne Petrie invited anyone who would like to help, to run for a position on the Board.
  - A motion to accept the President's report was made by Bob Wallace, and 2<sup>nd</sup> by Terri Evans. Majority in favour.

5. **League and Club Manager's Reports – League Presidents & Club Manager**

- Learner's League - (submitted via email by Melissa Sim, read by Michelle Hunt). Two x 8 week, sessions were run. Total 40 people, with 6 instructors. Program will be reviewed in off season for potential changes. She thanks the instructors, couldn't have happened without them.
- Newbies League/Sunday Mixers - (submitted via email by Melissa Sim, read by Michelle Hunt). Attempt to run this alongside Learner's League. Mixed results. No Newbies in fall, some drop-ins for Sunday afternoon. Winter session had 12 people registered. Staff from Yellow Dog Brewer and friends were the consistent attendees.
- Friday Rocks - (submitted via email by Melissa Sim, read by Michelle Hunt). Cancelled in fall due to lack of registration. Started up for ½ (winter) season to keep league going. Total 8 people registered and was opened for drop in with varying numbers. There is more interest for next year.
- Newbie Spiel - (submitted via email by Melissa Sim, read by Michelle Hunt). Year 2 for this bonspiel it was full, 12 teams. 1-day format, open team, 5 game format, 4 ends each game. Different rules per game. Culers must have 5 years or less of curling experience.
- Doubles League – the President couldn't attend. A representative of the League stood up and said that the start was a bit rocking, but there were 8 teams registered. The League is looking forward to a better time slot next year.
- Senior Men's Tuesday – Bob Wallace. Single user sign up, and teams randomly assigned and re-distributed each session. Two sessions (fall & winter). 10 Teams on 5 sheets. A couple of missed days due to weather. League is struggling with Registering on Curling I/O and looking for improvement next season. Suggestions to City/Club: Boards on sides of houses for injury prevention. More round tables in the Lounge. Ice conditions good. Hope to have 12 teams next year and can use spares.
- Monday Senior Men's - the President wasn't there. A representative of the League stood up and said he felt the communications weren't enough, around the AGM. The Board and Club Manager reminded the person of what communications took place (per Society Bylaws) and another member, Peter Muir, reminded this person that communications are a two-way street.
- "T.E.A.L." League – Earlene Graham. A total of 11 Teams. They were really enjoying it and while making some adjustments, they felt this league was working well.
- Juniors – Darren Kent. Thanked everyone for their patience with the merger of the Leagues into PMCC. Total of 45 curlers, 36 plus 9 "Little Rocks". 22 in the Optimist Juniors League with great results:
  - Connor Kent – Div. 1 banner, Grand Ag., A block playoffs.
  - Evan Fenton & Charlie Toth Div. 1 runner up in all 3.
  - PMCC Team of TJ Ford, Adrian Tam, Ethan Chiu, & Arjun Singh were Div 2 banner runner up (tie-breaker rules applied)

Thanks to all who helped in the fundraising with Optimist Walk. Charles Best team was 3<sup>rd</sup> for High School playdowns: Connor Kent, Alex Duncan-Wu, Connor Rafferty, Jarrett Dixon, Paige Phillips. There were 2 girl's teams that entered the U18 paydowns with Paige Phillips, Sydney Phillips, Kate Eisner, Emily Eisner, Alexis Nyguen, Chanel Churisinoff and Hannah Marais (plus 2 from Peace Arch). 3 boy's teams in playdowns. Jarrett Dixon and Caleb, Simpson (with Team Kwok from Richmond), Connor Kent and his Div 1 team, Alex Duncan-Wu with Eugene Fei, Matthew Fenton, Daniel Deng & Adam Fenton. Very proud of Connor's and Alex's teams who are attending the U18 provincials this year. The Club announced that the Board has approved some funding to support for these folks who are at the U18s. Bill Mills Memorial Bonspiel was full, 24 teams seeded in different divisions. PMCC was in all divisions and had 7 teams. Thanks to the volunteers. We also had a winning team of Adrian Tam, Ethan Chiu, Andrew Baker, and Vance Weirer at the Richmond Junior bonspiel. Thanks to all the coaches this year we could really use more to come and help in 2019/2020.

- Tuesday Takeouts – Ken Paziuk. 50% of the members are 2<sup>nd</sup> year curlers. Demographically most of this League is in its 30's. Initially started with 11 teams, then went to 12 after the "Learn to Curl" clinic. Teams are "drafted" each year, to ensure a balance of skill levels. It was a very successful year. We are looking for skilled curlers (skip) and singles are always welcome.
- Wednesday Senior Mixed – Raye Kelly. There were 7 teams and feel that next year there will be 8. They randomly seed their teams making for new teams in the 2<sup>nd</sup> ½ of the season. This League mentioned they really enjoyed the ice and the bar.
- Wednesday Open League – Barry Schreder. Thanked the Humpday Huckers for making the alternating start times so smooth. There were 14 teams, consisting of over of 60% of the members being Seniors, and 7 Juniors. Grand Ag = Duncan-Wu Team. It was a fun and competitive year. Next year he feels there will be 13 teams.
- Humpday Huckers – James McLeod. It was an unusual start but happy they were able to accept the Friday Rocks League members that wanted to join. James reached out to all them via phone. Positive feedback about the ice. Looking forward to next year. It will be 20 years with James and Wayne Petrie as executive.
- Thursday Senior Men's – Brian Derrick. They have 2 draws with new members and two successful bonspiels. They are part of the Pacific Coast Masters Curling Association. It was mentioned that most likely the Wednesday Masters that was up at Coquitlam will be moving to the PMCC, due to the favourable ice conditions experienced this year.
- Thursday Mixers – Nancy Zoehner. There were 13 teams. Next year they expect more and expect to move to a "split shift". The current league executive is stepping down (Nancy and Wendy Scott) but are thankful to those who have stepped up, keeping this league going.

- Senior Mixed – Robert Staines. He mentioned that he felt this League couldn't expand due to ice availability.
- Any League not mentioned here did not have representation
- PMCC Club Manager – Michelle Hunt. Due to the timing of hire and the fact **this is a part time position**, there were challenges. She acknowledged and promised the communication will improve now that she has met, and has an understanding, of all the stakeholders. Her plan is to make sure (system pending) that the Curling Registration (Curling I/O) will open sooner than it did last year. Michelle has determined the ice contracts needs for 2019/2020 and has already approached the City for our needs. This was done after the last League President's meeting she hosted. If you need further information on this, please contact Michelle as she has a listing. Michelle is hopeful that the PMCC will be given the opportunity to host more events next season such as the CurlBC Masters Regionals. She is planning on working with the City to ensure the Learn to Curl Clinic is back again next year. She has already planned for the "Open House" to occur on Sept 14. The "Open House" is really for people who aren't members of our Club. To ensure we are 100% compliant to registering on the Curling Registration (Curling I/O) system, Michelle will be hosting times starting the week of August 17, to help members who need it, register. Calendar to be posted soon (City has the dates of Leagues who have communicated to Michelle). Michelle has been attending the Region 11 CurlBC meetings. Much of her **part-time** was spent with scheduling the practice ice and trying to understand our ice contract scheduling needs. She wanted to thank the volunteers this year.
  - There was a question from the floor.
    - Grace Swaisland mentioned that after the Friday Rocks League shut down, she felt their team was left out of the sign-up procedure and this wasn't correct
      - The Board acknowledged that this wasn't done as well as it could have. James McLeod spoke what he had done to help. Terri Evans spoke to the fact that due to this unfortunate situation we have learned as a Board and a policy was drafted up to ensure this won't happen again.
- Motion to accept the President's report made by Bob Wallace, 2<sup>nd</sup> by Mary Dyk. Majority in favour.

## 6. Elections of Directors – Board

- Carol Volpatti – by Peggy Scott-Dunn. Accepted. It was verified to have accepted by cell phone text. Board verified with screen shot of text.
- Anne Girbav (accepted) - Judy Wynes nominated
- Mary Dyk (accepted) - Wendy McRae nominated
- Terri Evans (accepted) - Mim Quigley-Metcalf nominated
- Barry Ayers (accepted) - Stu Ren nominated
- Kevin Perry (declined) – Grace Swaisland nominated

By a show of hands, all were elected that stood.

## 7. Elections Region 11

- After some initial discussion, it was noted that this election needs to occur yearly. The following Representatives were elected:
- Kazuko Sato (accepted) - Darren Kent nominated.
- Judy Wynes (accepted) – Grace Swaisland nominated.
  - There is a primary and secondary member and it was recommended by Barry Ayers that a Board member hold one of these positions.

By a show of hands, all were elected that stood.

## 8. Other Business

- There were no items submitted for the Agenda as requested
- The Board agreed to take an open forum from the floor
  - A member asked for a status outline on the new Curling Facility. Earlene Graham provided the following overview:
    - A new facility report has been provided and the city of Coquitlam has committed to the plan
    - A grant to cover the cost of the architectural renderings has been applied for from the Spirit of Coquitlam grant funds
    - The work is continuing with partners at all levels and hopefully funding will be allocated in 1/3rds.
    - \$10,500 towards funding has been provided by the Coquitlam Curling Association.
    - Moving forward Earlene Graham will endeavour to provide a newsletter to keep the Club up to date on this and other items of interest

- A member from the Friday Rocks league (that had folded), raised her concerns about that situation, looking for assurances it won't happen again.
  - Lorri Farquharson Petrie reminded that due to this unfortunate situation we have learned as a Board and a policy was drafted up to ensure this won't happen again.
  
- Motion from Valarie (Bolzan? Newman?) to adjourn meeting, 2<sup>nd</sup> by Barry Ayers. Majority in favour.

Meeting adjourned at 1:57pm.

(see appendix A below)

## 2019 TREASURER'S REPORT

TO: PORT MOODY CURLING CLUB MEMBERS  
FROM: LISA WOOD, TREASURER

### Highlights from the 2018-19 Fiscal Year

- Club membership grew to 580 curlers.
- The club processed over \$148,000 in payments for over 2,500 items.
  - 83% of payments were made online either through the Curling I/O system or at the bar.
  - I would like to strongly encourage every curler to register and pay online. As the club grows the work grows - and the Curling I/O system lessens the burden of work for the volunteer treasurer and registrar.
  - I'd like to thank the following leagues who had 100% participation in the online system: Juniors, Newbies, TEAL, Learners and Doubles.
  
- The Draft Financial Statements for March 31, 2019 have been provided. Financial information to March 5 is included.
- The overall financial health of the Club remains stable. The new board will continue to work on making operations delivery sustainable over the long term.
- The total combined net income for the year at the time of the AGM is \$50,276
  - Net income has been presented separately on the report. Operations net income is \$12,934. And restricted net income from the City of Coquitlam grant is \$37,342.
  - The club has not spent the entire grant in the current fiscal year. Discussion with the City of Coquitlam has taken place and grant spending will be stretched across multiple years.
- Expenses have remained stable year over year.
  
- The budget for the 2020 season is provided. Net income is budgeted at \$527. This budget does not include spending related to the grant from the City of Coquitlam.
- Budgeted expenses have remained stable and the club has included a budget for annual curling equipment replacement.
- Membership fees will remain the same.

At this time, my term as Treasurer with the Board is complete. I'd like to thank Peter Muir for his help and advice.

# PORT MOODY CURLING CLUB 2019

DRAFT FINANCIAL STATEMENTS MARCH 9, 2019



## STATEMENT OF OPERATIONS *For the year ended March 31, 2019*

**OPERATIONS NET INCOME** **\$12,934**

	ACTUAL	BUDGET		ACTUAL	BUDGET
<b>REVENUE</b>	<b>\$32,063</b>	<b>\$25,850</b>	<b>EXPENSE</b>	<b>\$19,130</b>	<b>\$23,525</b>
<b>REVENUE</b>	<b>\$32,063</b>	<b>\$25,850</b>	<b>EXPENSE</b>	<b>\$19,130</b>	<b>\$23,525</b>
Membership	\$24,305	\$25,650	Curl BC Association Fees	\$8,976	\$9,350
Regular	\$24,045	\$23,970	Insurance	\$895	\$900
Junior	\$260	\$1,680	Advertising/Social Media	\$321	\$1,000
Broom Rentals	\$1,145	\$200	Office Supplies/Miscellaneous	\$354	\$500
Bonspiel Revenue	\$2,051	\$0	Credit Card Fees	\$4,051	\$3,000
Club	\$1,651	\$0	Ice Rental Fees	\$4,694	\$0
Newbie	\$400	\$0	International Tankard	\$100	\$200
Bank Interest	\$102	\$0	Club Championship/AGM	\$0	\$525
Miscellaneous	\$961	\$0	Travelers Club Challenge	(\$263)	\$1,050
Gaming Grant	\$3,500	\$0	Ice Tech, Training & Maintenance	\$0	\$3,500
			Contingency	\$0	\$2,000
			Junior Program Support	\$0	\$1,500

**RESTRICTED NET INCOME** **\$37,342**

	ACTUAL		ACTUAL
<b>REVENUE</b>	<b>\$50,000</b>	<b>EXPENSE</b>	<b>\$12,658</b>
<b>REVENUE</b>	<b>\$50,000</b>	<b>COQUITLAM GRANT EXPENSE</b>	<b>\$12,658</b>
Coquitlam Grant	\$50,000	Office equipment and supplies	\$1,567
		Contractor fees	\$10,656
		Curling equipment	\$434

## STATEMENT OF FINANCIAL POSITION *As at March 31, 2019*

ASSETS	\$94,629	LIABILITIES AND NET ASSETS	\$94,629
<b>CURRENT ASSETS</b>	<b>\$88,403</b>	<b>LIABILITIES</b>	<b>\$4,789</b>
General chequing	\$87,423	Accounts payable	\$2,861
Petty cash	\$59	GST payable	\$1,929
Term deposit	\$629		
Gaming account	\$292	<b>NET ASSETS</b>	<b>\$89,840</b>
<b>OTHER LONG TERM ASSETS</b>	<b>\$6,226</b>	Operations	\$52,503
Operations equipment	\$4,786	Restricted Coquitlam grant	\$37,342
Curling equipment	\$1,440	Restricted assets - Shares	(\$5)

# PORT MOODY CURLING CLUB 2020 BUDGET

## STATEMENT OF OPERATIONS

NET INCOME	\$527			
REVENUE	\$25,777	EXPENSE	BUDGET \$25,250	
				PER MEMBER
<b>REVENUE</b>	<b>\$25,777</b>	<b>EXPENSE</b>	<b>\$25,250</b>	
Membership	<b>\$24,600</b>	Curl BC Association Fees	\$9,350	\$17.00
Regular	\$23,500	Insurance	\$950	\$1.73
Junior	\$1,100	Advertising/Social Media	\$1,000	\$1.82
Broom Rentals	<b>\$1,100</b>	Office Supplies/Miscellaneous	\$750	\$1.36
Bank Interest	<b>\$30</b>	Ice fees	\$500	\$0.91
		Credit card fees and charges	\$4,500	\$8.18
<b>Membership breakdown:</b>		International Tankard	\$200	\$0.36
		Club Championship/AGM	\$1,000	\$1.82
Regular	\$47	Contingency	\$2,500	\$4.55
Junior	\$22	Junior Support	\$1,500	\$2.73
		Curling Equipment	\$3,000	\$5.45