



# PMCC Board Meeting Minutes

*Sunday, October 20, 2024, 6:00pm*

*Port Moody Recreation Centre - Party Room behind the Curling Lounge*

## 1. Call To Order

In Attendance: David Cousins, Pierre Gallant, Anne Girbav, Mike Goetz, Lindsay Graf, Amber Kostuchenko, Tim Loblaw, Paul Longley, Ross Powell

Guest: Tracey Crawford-Smith, Women in Curling chair; Jane Hanson, club manager

The meeting was chaired by David Cousins

The minutes were prepared by Mike Goetz

## 2. Adoption of Agenda

Adopted without amendments

## 3. Approval of Minutes

- Minutes from [September 15, 2024](#) Meeting

**MOTION:** Approve the minutes from the September 15, 2024 meeting. Moved by Tim, seconded by Anne; **Motion carried.**

## 4. Presentation on Women in Curling Event

Tracey Crawford-Smith, Women in Curling event chair, presented a report to the Board on the event, which was held on September 21, 2024.

- Overall the event was very successful; PMCC's profile within Curl BC and Curling Canada was raised, specifically with respect to accessibility, ice conditions, and event coordination.
- There were 58 participants in two streams: on-ice ("Curler" track, 49 participants) and off-ice ("BBB" track, 9 participants).
- Four wheelchair curlers attended; the club is indeed accessible (wheelchair curlers were able to access ice level through the maintenance corridor).
- Three olympians attended.

- Including coaches, volunteers, presenters, and registrants, 81 people participated in the event.
- Tracey reports that the ice was great
- The event was revenue-positive, thanks in large part to funding from Via Sport, PMCC, Leaders Circle in Curling, and Curl BC, plus donations from club members and sponsors.
- Surplus revenues from the event are going to PMCC, the [Girls Rock program](#), the Wednesday Daytime Ladies league, and PMCC juniors.
- Tracey extended a big thank you to the club; specifically the Board, the volunteers, and the technical support.
- Q&A
  - Was feedback collected?
    - Yes; generally the feedback was very positive
    - Leadership track wanted more time to dialogue together
    - Some minor issues (catering)
  - Do you know where participants came from?
    - There was representation from 15 clubs, 2 countries. The youngest was 11, the oldest was 80
- David's Takeaways
  - Generally positive comments received; the quality of the speakers was better compared to last year's event (held at Golden Ears Winter Club).
  - This was a collaborative event with a significant number of women involved in organizing the occasion.
  - PMCC provided \$1500 seed money; directly WIC have given back \$1250 but indirectly they have given back much more.
- How do we build on this success?
  - Tracey encouraged the board to capitalize on an improving reputation both as a club and in terms of ice conditions.
  - Look to hold more events; consider not limiting future events by gender.
  - Use contacts we have to bring in high reputation, high quality individuals within the BC curling community.
- The Board extended a big thank you to Tracey for her work on this event.

## 5. Old Business

### Resolved

- Elmer Woods Spiel
  - Grant Committee applied for the Spirit of Coquitlam grant (see committee report below)

- Anne received samples of jackets & hoodies for Club Merch drive
- Mike sent out club newsletter in early October; planning to send monthly newsletter at the start of each month, and sporadic eBlasts for urgent items when necessary
- Mike submitted a feature request to Curling I/O developers to send an email to the league representative when a person joins the wait list (don't hold your breath)
- Mike purchased an HDMI cable and connection dongles to use with the new lounge TV – these are stored in the locker in the storage room near the speaker
- The boot cleaners reappeared
- Mike & Anne put out the sticky mats, with limited efficacy
- Ross coordinated coaching clinics with Tracey Crawford-Smith, Jane, Lindsay, and Mike. First clinic is next Saturday (strategy); it sold out in less than 24 hours
- Pierre followed up with the City on increasing the practice ice hours and providing a means to hang more banners in the rink – see City Relations report below
- Mike rescheduled the November 17 board meeting
- Amber and Mike reviewed the league viability policy and propose changes for the Board to discuss
- Tim sought information on what other clubs are doing for financial assistance
  - Business of Curling Facebook page: a good resource with many suggestions, including encourage sparing, provide equipment, establish an assistance fund, break down payments
  - Lead Canada has funding available for accessibility & inclusion strategies. There could be grant opportunities although it would likely need to be tied to a specific initiative
  - Curling I/O looks to be considering alternatives for payment plans, although it doesn't seem likely that anything will be developed soon.

## Outstanding

- Elmer Woods Spiel
  - Pierre to contact the City to talk about options for daytime bonspiel ice fees and to eliminate the lounge fee
  - Bar Committee to consider giving the bar profits from bonspiels to the bonspiel organizers to help offset costs
    - It was noted that giving the bar profits to the bonspiel organizers is not logistically easy, and it is not a predictable revenue source
    - Suggestion: the club sponsors bonspiels at a consistent rate per participant, while also developing a bonspiel “playbook” so that organizers report back to the club on their event

- In essence the club would be indirectly giving bar profits back to these events, and it would form a predictable revenue source for event organizers

**MOTION:** All bonspiels must report their financials to the Board. Moved by David, seconded by Pau; **Motion carried.**

**ACTION:** Paul, Ross, and David create a standardized bonspiel playbook, to be presented to members at the AGM.

- Bar Committee to consider approaching local breweries for event sponsorship
  - This can be challenging, but it was agreed that the Club should approach breweries for “club” sponsorship rather than individual event organizers contacting breweries for their event.
- Governance Committee to prepare a practice ice policy/procedure and review other clubs’ practice ice allocation policies
  - Still in process, but it was agreed that we need a policy as practice ice is in high demand and the City has not provided any response to increase the number of practice ice hours.
  - Mike to assist Amber
- Tim to develop a proposal on membership engagement to present to the Board at the November board meeting
- Paul to confirm whether or not small item (non-capital) expenditures require specific Board approval

**MOTION:** The Board has discretion to spend up to \$100 related to club matters. Prior to making the purchase the treasurer must be informed. Moved by Paul, seconded by Pierre; **Motion carried.**

- Governance committee to review the bylaws and suggest any amendments
  - ongoing
- Equipment
  - Whiteboard
  - Multifunction remote(s) for new TV
  - Foldable cart to replace shopping cart
  - New storage structure/bins for equipment locker

The above items were discussed and approved. The items below were tabled for future discussion.

- Second speaker

- Tech recommendations from WIC event: longer HDMI cable, floor cable cover, microphone stand, power extension cord, USB presentation remote, podium

## 6. President's Report

We've had a good start to the season with 175 new members.

I recognize the challenges to the start of the season, especially with the drips from the ceiling. I've been in touch with Ken McArdle, and Ken has been in touch with Andrew. They tried to put the heaters on to compensate for the outside temperature differential, but this has not made a significant improvement. Ken is confident the ice will be better this year than last year, and he is confident that the drips will stop as the outside temperature continues to drop.

Foam bumpers were installed on the back wall to protect the rocks, as the current rubber barrier was causing the rocks to jump when hit (causing one rock to be chipped last year). I recognize that the bumpers can create a safety concern given that they are slightly higher than the back platform; action will be taken to either add caution tape or trim the foam.

The Gail Burak Funspiel happened yesterday, October 19th; I attended for a time and it was a great event once again. Up next is our Sweeping Into the Holidays bonspiel on November 29 & 30. The Board donated a broom to the Gail Burak spiel, and the Board approved donating two hoodies to the Sweeping spiel.

*Submitted by David Cousins*

## Discussion

- It was suggested in the past for the City to consider installing drip pans to redirect the water to the side walls.
- There has been at least one fall resulting in injury that was a direct result of the water drips.

**ACTION:** Jane to follow up with the City on a longer-term plan to deal with the ceiling drips.

## 7. Treasurer's Report

No formal report. Paul is working through the league transfers; about half of them are done so far. Transfers will be completed by the end of the month.

## 8. Club Manager's Report

No formal report. Jane identified two areas where she has been fielding requests:

- One-off curling clinics (eg. strategy, delivery, stick delivery, etc)

Ross has established the Curler Development Committee and is overseeing the Try Curling and Coaching Clinics this season. Ross has liaised with Tracey for the first clinic (strategy, Oct 26), which sold out immediately. A second time slot is being arranged.

- Youth groups (school classes, boy scouts, etc) are wanting to book ice for an introduction to curling

The City has indicated that ice is not available for school groups during the day. However, we know that there are time slots available. The Club is eager and willing to help the City to make these events happen, as it is of mutual benefit to everyone (the ice is being used, the Club gets a chance to promote itself, and young people get a chance to try curling).

**ACTION:** Jane to follow up with the City to determine what they need and how the club can support rentals for school groups, boy scouts, etc. Jane to Cc David and Pierre on her message.

Jane will also confirm coaches for the next Try Curling session, which is happening on October 26.

David noted Jane's review is coming up; he will set a time for a review with Jane; one other board member will be present.

**ACTION:** David and Mike to conduct a two-way review with Jane

## 9. New Business

- Curling Day in Canada Open House & Spiel
  - The Club is running this new event on Saturday February 22nd. This year the Board will be organizing this event; Board members are asked to make themselves available on that date.
  - The event will be an Open House in the morning, and a funspiel in the afternoon/evening. The plans will be kept simple to limit the organizational load.
  - The Board has approved this as a Board-subsidized event, with free entry for all league representatives, league treasurers, and key volunteers. The money received from the Women In Curling event this year will be used to offset these costs.
  - Once the free spaces have been claimed, additional spaces at the event will be made available at a reduced rate.
- Saturday Social Curling League

- The Club is looking to start a new social league on Saturday nights. We will run a three-week trial in January: members can sign up at a discounted rate (suggested \$10 per week)
- Registration is individual, teams will be set each week from who shows up
- Jan 11, 18, 25; 7:30-9:30

**MOTION:** PMCC to establish a pilot three week Saturday Social League. Amber to coordinate. Moved by David, seconded by Ross. **Motion carried.**

**ACTION:** Amber to prepare the new Saturday Social League for a pilot run in January

## 10. Committee Reports

### Bar Committee

Sales are up 17%, no major issues to report.

### City Relations Committee

No additional report; see discussion in Old Business concerning requests sent to the City. There has been no subsequent response.

### Strategic Planning Committee

No report

### Grant Committee

The Committee submitted an application to the Spirit of Coquitlam Grant program, on behalf of the PMCC and in support of a \$2,500 contribution towards the Elmer Woods Memorial Bonspiel (January 2025). Unfortunately we won't be notified until February 2025 (four months after submission) whether or not the application is successful, which is after the running of the bonspiel. Should the Club wish to submit future Spirit of Coquitlam Grant applications, we should keep this timeline in mind. The Committee also submitted the final report/impact survey for the ViaSport Grant (\$2,000) that supported the Sept 21, 2024 Women in Curling Summit.

*Submitted by Amber Kostuchenko*

### Governance Committee

No report

## Social Media Committee

Nothing major to report. Rainytown is currently working on adding the Curl BC 50/50 to our website. It took some coding I am not familiar with so we reached out to them.

The league pages are so far up to date and we are going to start updating the club news portion of the site more regularly to try and engage new members.

Social media, we are advertising our bonspiels and special events as usual.

*Submitted by Lindsay Graf*

There was general discussion about the website, including its complexity and slow speed. The site's developers have created a product that is cumbersome and difficult to maintain without significant expertise. The Club is likely to consider re-developing the website in the summer.

## Curler Development

New committee; Ross Powell is heading up this group. The committee is responsible for the Try Curling program and club Coaching Clinics.

**ACTION:** Jane to book the meeting room for a second strategy session on October 26; Ross to coordinate the event.

## 11. Any Other Business

None

## 12. Next Meeting

2024-25 Board Meeting schedule:

- Sunday November 24, 2024; 6pm - note this change, as discussed
- Sunday January 12, 2025; 6pm
- Sunday February 23, 2025; 6pm

Other Dates of Note:

- Saturday November 23, 2024 - League Reps Meeting, 12pm
- Saturday February 22, 2024 - Curling Day in Canada Open House & Spiel
- Saturday March 1, 2025 - League Reps Meeting, 12pm
- Saturday March 8, 2025 - AGM, 12pm

**13. In Camera**

**14. Adjournment 8:15pm**