



Board Meeting Minutes

ATB Centre

August 20, 2020

Lethbridge Curling Club Mission/Vision

The Lethbridge Curling Club provides the best possible curling and social experience in the region.

PRESENT:

Kiana Lawson, Elaine Miller, Jeff Davidson, Kirk Mearns, Trish Jackson, Mike Mulroy, Val McHugh, Rick Buck, Nick Nicolacopoulos, Bob Kurina

ABSENT:

none

GUESTS:

Nil

1. Call to order at 5:31PM
2. Approval of Agenda- Elaine/Mike - Approved by consensus
3. Approval of Minutes from August 13, 2020 – Peter/Mike– Approved by consensus
4. **Correspondence** – none
5. **Manager's Report** – no formal report this week; Kirk will present budget under item 8A.
6. **Treasurer's Report**
 - a. Quickbooks, Kirk's report, and the bank statement are in agreement. Report was easy to reconcile with the functionality of Quickbooks Online.
 - b. New Bookkeeping System has been decided on. Quickbooks Online has been chosen as most accessible to treasurer and general manager. Because of its online functionality, updates will be automatic. Cost is going to be negligible - Thanks to Dave Burton! MNP is charging \$250 for assistance is transitioning to QBO, set-up, and training. This should be taking place this week or next.
 - c. CEWS Claim #4 is in process. MNP (Shelley Taylor) has offered assistance preparing our applications going forward at no charge. On August 17th, I



- dropped the information off with her. As you can appreciate the CEWS team is very busy, so our application will take a little longer to get filed.
- d. Audit is still on going.
 - e. Kirk and Trish will set a meeting with the city to discuss building lease.
 - f. Kiara will create a request for proposal together to send to some of the accounting firms in town (BDO, Avail, and KPMG) to see what their audit services would entail and cost.

7. Committee Reports

- a. Management Committee – Entire meeting was dedicated to discussing the budget, to be presented under 8A
- b. Pandemic Planning Committee – no new updates. Next meeting August 26, 2020.
- c. Brier 2022 Bid Committee – the bid has been submitted, and the Club hopes to hear from Curl Canada by November 2020.

8. New Business

a. 2020/2021 Budget



The majority of the meeting was to discuss the upcoming year and the budget for the same.



There are many still unknown factors, including membership and league numbers, hours of operation, what local schools will be doing, in terms of sports, and the potential for partial or complete closures of the club due to an outbreak.



Kirk built in some attrition for expected membership loss but projected \$240085 in membership revenue (down approx. \$20000 from the previous year) A small increase in membership fees was incorporated into this budget.





Food/beverage budget was trimmed due to no hockey, figure skating, or ringette tournaments until at least January. The concession will be closed until at least January 2021. Kirk is unsure of Lounge usage by the membership. There are no current corporate rentals. YMCA daycare meals are still prohibited as per AHS guidelines. Budget anticipates revenue of \$288598 with costs of approximately \$300787, for a small loss of -\$12189.



Administration and Pro Shop has been trimmed slightly, with savings with Telus and office phone. The CEWS wage subsidy was not included in the budget. There is still \$6250 of forgivable loan proceeds unallocated.



 No extraordinary projected costs for ice and ice maintenance this year.




 Bonspiel budgeting included only the Cliff Forry, Shirtsleeve, Sturling, and Mixed Bonspiels, in the hopes that bonspiels may occur later in the year.

 We anticipate being down approximately \$4000 in sponsorship this year.

 **MOVED by Jeff, seconded by Kiana, that the Board of Directors approve the 2020/2021 budget as presented. APPROVED.**

9. Old Business - None

10. Next Meetings

- a. Board Meeting– September 17, 2020
- b. Annual General Meeting– Wednesday, September 30, 2020 at 6:00pm at the Lethbridge Curling Club (in person meeting with social distancing, with overflow area). Notification will be done before 30-day deadline as per bylaws.
- c. Committees
 -  Management Committee – TBA
 -  Pandemic Planning Committee – Wednesday, August 26, 2020 at 5:00pm
 -  Brier Bid Committee - no further meetings scheduled at present.

11. Roundtable

12. Meeting Adjourned at 7:10PM

Minutes approved – September 17, 2020



Patricia Jackson, President



Rick Buck, Secretary

