



Board Meeting Minutes
ATB Centre
October 24th 2019

Lethbridge Curling Club Mission/Vision

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

PRESENT:



Trish Jackson, Kirk Mearns, Bob Kurina, Elaine Miller, Kiana Lawson, Rick Buck, Val McHugh, Jeff Davidson, Pete Heck

ABSENT:

Nick Nicolacopoulos

GUESTS:

Nil



1. Call to order at 5:30PM
2. Approval of Agenda- Moved by Elaine, seconded by Val, that the agenda be approved, with the addition of “Communication regarding Pronghorns Donation” under new business. Approved by consensus
3. Approval of Minutes from September 18th 2019: moved by Val seconded by Jeff. Approved by consensus
4. Election of Officers
 - a. **Secretary** – Jeff Davidson nominated Rick Buck for the position of secretary. Rick Buck accepted. Approved by acclamation
 - b. **Second Vice President** – Trish opened the floor to nominations. Elaine Miller was nominated. Elaine accepted the nomination. Elaine Miller was elected Second Vice President by acclamation.
5. Appointment of Treasurer
 - a. David Burton finished his position as Treasurer as of the AGM of October 2nd, 2019.
 - b. Kiana Lawson has been introduced to the role by Dave.
 -  MOVED by Trish, seconded by Val, that we appoint Kiana Lawson as Treasurer of the Lethbridge Curling Club Board of Directors. ACCEPTED.
 -  Kiana is an accountant with MNP. Kiana was approached by Dave and has interest in getting board governance experience. She has curled Wednesday night for four years.



6. Correspondence

- a. Grant for lighting project – cheque should be arriving tomorrow.

7. Manager's Report – See Attached

- a. *Financials*: see attached. Margins are going to improve over the next two months.
- b. *Leagues*: about a 20% attrition rate on league registration, an attrition rate that is better than last year.
- c. Although membership appears to be minus \$24000 there is some monies yet to come in. Kirk forecasts that at the year-end we will be down approximately \$6000.
- d. Sponsorship is down about \$8600 from previous years. Kirk has other sponsors in mind and he will recruit throughout the rest of the season.
- e. *Bonspiels* – Opening bonspiel was a great success. Ladies Bonspiel has 9 teams, and is hoping for 12 teams. Cliff Forry has sold out.
- f. *Food and Beverage*

- g. *Rink Operations*

- h. *FYI*: Received a cheque from Curling Canada as hosting revenue for the Men's Worlds, for approximately \$10834.85. These monies will go into general revenue.


8. Treasurer's Report

- a. None at present

9. Committee Reports

- a. *Management Committee* – transition meeting – met to prepare for the first board meeting of the season.
- b. *Membership Committee* – see notes re: strategic plan
- c. *Community Liaison Committee* – See notes re: strategic plan


10. New Business

- a. *2019-2020 Committee Structure and appointments* (see Strategic Plan document from previous)
 Trish discussed the strategic plan 2019-2020 and a discussion of the strategic priorities and goals for the upcoming season.



- 🏒 Item “3b” (board member mentorship/buddy system) was discussed. It was decided that the new structure of the board may mean that a “buddy” system may be better served after the 2020-2021 AGM, that mentors will be given to the new board members once elected.
- 🏒 Discussion around the needs for subcommittees. A ten person board with four of these members on two other subcommittees may not necessitate the same.
 - 🏒 Goal One – Huge Happy Growing Membership Base: Completing one membership engagement activity before December 15, 2019 – Val and Kiana will meet to discuss this event for Wednesday and Sunday open league.
 - 🏒 Goal Two – Engage with our communities: by the end of the 2019-2020 season we will engage with community organizations we have not yet previously connected with to build brand presence of the club, share event and bonspiel information, and raise awareness: Elaine, Rick, and potentially Peter to meet regarding Goal Two.
 - 🏒 Goal Three: Attract, mentor, and retain exceptional board members: Board Orientation Program, Board Skills Matrix, and Annual Board Timeline will be discussed at board meetings and supported by office staff.
 - 🏒 Goal Four: Commendable Financial Results: Capital Planning – Kirk, Kiana, and Jeff will meet to discuss.
 - 🏒 Goal Five: Revision of Policy Manual: Supported by office staff.
- b. 50+ League Liaison
 - 🏒 Discussion around invited person to attend the board meetings to act as a liaison between the LCC board and the 50+ League Liaison Board meetings. Trish and Kirk will speak to the potential candidates and the role they see.
- c. Championships – Rick gave an update regarding provincial mixed doubles February 20-24th. Stephanie Vehnon and Rick have met and come up with a preliminary volunteer needs assessment and will be looking for volunteers, more specifically, volunteer chairs in banquet, hospitality, volunteer room, officiating, facility, ticketing. Rick and Stephanie will send out a general email to the membership in the next two weeks.
- d. Communication Regarding the Donation to the Pronghorns Donation





 Jeff asked the board for permission to do a PR event between the Pronghorns Curling Club and the LCC regarding the recent donation. Kirk will coordinate a PR event in the near future.



11. Old Business - None

12. Next Meetings

- a. Board Meeting– November 21, 2019 at 5:00pm.
- b. Committees
 -  Management Committee – TBA
 -  Membership and Engagement activities to be determined as above.

13. Roundtable

14. Rick moved to adjourn meeting at 7:46pm.

Minutes approved November 21st 2019


Trish Jackson, President


Rick Buck, Secretary