Record of Decisions
Board Meeting
Navan Curling Club
Sunday, December 1, 2019

Present – Board of Directors: Louis-Marie Pommainville, President | Mark Steski, Past President | Jacques Gobin, 1st Vice-President | Alicia Krolak, 2nd Vice-President | Dave Scott, Treasurer | George Thwaites, Match Director | David Pynn, House & Property Director | Luc and Claire McArdle, Social Directors

1. **Call to Order** – Louis-Marie Pommainville called the meeting to order at 11:00 a.m.

2. **Check for Quorum –** A quorum was in attendance.

3. **Approval of last Record of Decisions** – **October 27, 2019**
Motion: Approval of October 27, 2019 Record of Decisions. Motioned by: George Thwaites. Seconded by: Mark Steski. **Result: Carried**.

4. **Business Follow-ups**
4.1 <u>Interim Communications Director</u>
- Brent Kalk said that he would do communications as an interim position. This needs clarification as to what he wants to do as interim. **Motion: Brent Kalk to fill the role of Communications Director.** Motioned by: George Thwaites. Seconded by: Dave Scott. **Result: Carried.**
4.2 <u>Risk and Safety Consultant</u>
- Louis-Marie advised that no interest came from the last email blast. We will include in the next meeting. Louis-Marie stated that this position should be a consultant position and not a board member. **Action:** Resend email blast. Board members are to personally follow up with anyone who they think might be best to do this. Match Director will follow up with Webmaster to get the message out again.
4.3 <u>Treasurer Position Successor</u>
- Luke Krolak stated that he was interested in getting involved in bookkeeping and accounting. Dave is very interested in having someone work with him so that gives him the ability to have oversight, and take some time to focus on the broader picture of the finances of the club. **Motion: Luke Krolak to take over the accounting function related to the Treasurer position, reporting to the treasurer.** Motioned by: Dave Scott. Seconded by: Mark Steski. **Result: Carried.**
Action: Treasurer to get the accounting system to the cloud and give access to Luke Krolak.
4.4 <u>New Lockers</u>
- Mark advised that the new lockers are good to go. There is no room for more lockers. **Action:** Mark to send a list of names of all involved in the new locker installation process to be included in the next email blast.
4.5 <u>Pictures</u>
- Mark stated that some of the pictures previously hanging in the locker rooms were displaced because of the lockers additions. **Action:** Alicia will look at placement of

photos around the club, with the addition of the three 'Wall of Fame' jerseys.

4.6 Cameras

- Mark advised that he needs a couple hours of free ice time to disable the power source to sheet 4 to install the cameras properly. Once sheet 4 is done, it will be easy to replicate it for the other sheets. Christmas break looks like the only time to do it. **Action:** Mark will do camera installation over Christmas break with the help of a team of volunteers.

4.7 Ice Shed Deck

- David re-issued the Request for Proposal for quotes from (4) companies to re-do the deck. Proposals to be returned to the club by March 2020. April 3rd the selection will be made and work to be completed by July 2020. Same RFP that went out before. Determiners: cost, reputation, materials, confidence/credibility (proposed schedule etc) in the company. **Action:** Review committee for ice shed decking: VP, Treasurer, Property director.

4.8 Water Quality

- Brad Tanner expressed that water quality for the ice and drinking has decreased. Property said there was a valve that was clogged and replaced. Wall2Wall sent their tanks out to be cleaned and tested. If the quality is still not better after the cleaning then further investigation will need to take place. **Action:** Follow up with water quality with Wall2Wall.

4.9 Championship Night

- Match advised looking at integrating more championship night games with day leagues at a 4pm game. We are sensitive that there is lots happening that day. **Action:** Update will be provided in January as to what the plans are.

5. New Business

5.1 First Aid Training

- Property Director looked at certifying people in First Aid. Options: “Heart Beat”offers $120 per person, min 10 people. Rate goes down after this. Bar Director raised concerns about the bartender not being permanent entities in the club. First aid training would theoretically be open to all members. Treasurer suggests we first find out who is First Aid trained in the Club. **Action:** Treasurer will check if Club Manager has his first aid training (he is due for a refresher.) Property will continue to follow up with first aid training companies ex: Red Cross. Match will send a note for next email blast and message to convenors to get a list of all First Aid trained.

5.2 Broom Boxes

- Property Director advised that chains were knotting, the problem was that the screws needed to be tightened. **Action:** Property Director needs Ice Shed door lock code.

5.3 High School Outreach

- We have had 3 different groups come in on multiple dates. 60 kids have been though - Sir Wilfred Laurier and St. Matthew’s. Great feedback. Beatrice Desloges seems interested. We would need bilingual volunteers and coaching for these sessions. Julien Boulerice - Carine Wilson.

5.4 Adult Learn to Curl

- The Board supports the return to the 5 time rotation for Fixed Mixed/Social time slots

starting in January. **Action:** Match will notify those affected by the schedule change.
- Most of the participants (10 out of 12) indicated interest in coming back to social for the rest of the year. 8 have committed. Membership will send out feedback survey from this year's sessions.
- January board meeting the ALC committee will have a proposal for next year. Looking to have issue done by AGM. **Action:** Review by March. Membership and 2VP for outlook for next year and will propose a plan for ALC and outreach for next year if it's a viable option.

5.5 Schedule for January-March 2020

- Property director mentioned that Wall2Wall wants to shift the season a few weeks next year. **Action:** Board will review this at a later board meeting when next year's plans are being discussed.

5.6 Membership Survey

- Match Director has worked with Membership and 2VP to create a draft survey for the membership on items that can be changed. Items that cannot be changed or have known issues will not be on the survey. Ex: web integration, the board is already aware of all issues with the website. **Action:** Match will continue to develop.

5.7 Coaching Capacity

- Match advised that four people have indicated interest in the coaching clinics. Another notification will go out to the membership for sign up. Clinics are Feb 22 and 28. **Action:** 2VP sent note to Webmaster for email blast.

5.8 Advertising in the Ice Shed

- Yvan Dubeau has been awesome in getting out ice advertisements to be full. He has indicated that he no longer wants to take on this role so we will be looking at new person for this role. **Action:** President will send a note to Webmaster for next email blast to thank Yvan for his work and send note for interest to replace him. Board will recruit members for advertisement.

5.9 AGM Planning

- Notice needs to be sent out to the members about the date of the AGM. **Action:** Time will be decided at the next board meeting.

5.10 Replacement Secretary

- Manage Secretary role internally until next season. **Closed.**

6. Correspondence

There is no correspondence at this time.

7. Next Meeting of the Board

- The next board meeting has been scheduled for January 12, 2020 at 1 p.m. **Action:** Meeting invite to be sent out.

8. Adjournment