Record of Decisions
Meeting of the Board
Navan Curling Club
Sunday, September 28, 2025

Present – Board of Directors: Stéphane Beaulieu, Chair | Sandra Kirk, Vice-Chair | Nicole Lefebvre, 2nd Vice-Chair | Greg Legace, Past Chair | David Scott, Treasurer | Neil Monkman, Match Director | Paul MacNamara, Ice Director | Amy Tremblay, Co-Membership Director | Tom Lawlor, House & Property Director | Candace Varden & Sarah Rush, Co-Social Directors

Minute Recorder: Nicole Lefebvre

1. **Call to Order** – Stephane Beaulieu called the meeting to order at 11:01 a.m.

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

3. **Approval of last Record of Decisions – August 26, 2025**
Motion: Approval of August 26, 2025 Record of Decisions. All in favour. **Carried**.

4. **Business Follow-Ups**

4.1 <u>Manager Update</u>
- Reported that renovations are complete, installation of doors were being undertaken and expected to be completed this week and that the bar and snacks are fully stocked. Pre-approval for the purchase of mats at both end of the shed, side board benches and around the bar was given with doors reinstalled and fixed where needed (kitchen fire door, etc.)
- Concerns relating to use of parking by non-members was raised (e.g. Navan Popups and Markets, Line Dancing). NCC was never advised. Follow up required with CTAS to request a heads-up. While the club receives a stipend (approx. 800$ year) for occasional use, it is imperative that the club be advised if there is a rental affecting NCC. **Action**: Stephane to reach out to contacts to re-iterate the need for better coordination and communication.
- NCC's U18 convenor dropped out last week leaving the ice open this date. Little Rock participants (seven) did not show up as no one has been contacted for the beginning of the season. **Action**: Stephane to get involved and discuss with Claude Beaulne, who has expressed interest.
- Ice preparation is undertaken for every practice ice session on Fridays. It is suggested that this should not be required for a 1.5 hour practice time. It does not appear to be in the contract, yet staff are being told the work is to be undertaken. **ACTION:** Colin to follow up.
- Friends of Mer Bleue: Kelly Oka mentioned that he spoke with Erin Zintel and FOMB may have upwards of $5K available. It was suggested the club submit an application before the 30 September deadline.
- The Lions Club has requested a meeting with the board as they are concerned with the displacement of their display cabinet. Kelly reminded the board that the Lions Club provided $15k in 1996 to build the club with the view to use the space temporarily until a

permanent solution is found. **ACTION**: Neil will speak to Tony.

4.2 <u>Finance Update</u>
- All paperwork has been signed for the mortgage renewal with closing expected in the coming week.
- With respect to the OTF grant, the club has received 90% ($108K) so far with balance to be received once all the work has been completed. At this stage the only outstanding invoice expected is from AC Mechanical.

4.3 <u>Sparing Policy</u>
- The chair asked that he be advised of any further concerns that may be raised with Board members so that we can ensure a consistent response. While some expressed frustration with the policy, many expressed their appreciation for it.
- It was re-iterated that alternates can play any position. Neil informed the convenors this was put in place this year, asked them to keep track and will talley comments at the end of the year. As of this date, the NCC has 13 spare memberships. **ACTION:** 1) Neil to send an email to all current sparing membership holders to remind them they must follow current sparing policy. 2) Sparing policy to be added to the list of policies for possible review by the committee.

<u>4.4 OCVA Annual General Meeting</u>
Stephane attended the AGM on behalf of the OVCA rep who was unable to attend.
De-brief as follows:
- Stephane was able to leverage his participation to also have discussions with Curling Ontario's Executive Director therefore some of these items include CO items.
- Ken Thain Award: Submissions are due in April. To recognize a member with exceptional volunteering – ongoing discussion point.
- OVCA Board of Directors: opening for a 2 year-term should anyone wish to apply
- OVCA Executive Members want to come visit their local clubs. **ACTION:** Stephane will reach out for more information on timing, etc.
- CurlON accreditation: standards about accreditation, banner showing the NCC meets the standards. Stephane/Nicole to keep an eye out for developments on this front to assess benefits
- Curl Ontario system: for info, CO has rolled out their new online registration system. Greg is aware of this and has been in contact with Matt Allen.
- ONCA Compliance: list of things we need to comply with **ACTION**: confirm with Ashley that this was done
- Capital Grant: $1,300 were made available for clubs to apply. Information was not received from OVCA.

5. New Business

5.1 <u>Online Registration Issue</u>

- There was an issue relating to registration for a Tuesday night member who was not able to select who he plays with. This caused significant issues as 2 skips had him as lead. It was determined that this was not a system issue but a communication one. No further action required.

5.2 League Communications

- Communications Director raised concerns with the use of the club emailer system to promote/communicate external business opportunities. It is suggested that a policy for the use of emailers be developed. **ACTION**: Paul to develop a policy for review by the Board.

5.3 Sponsor Recognition

- There was a suggestion that our major sponsors should be recognized in a formal fashion, perhaps through activities that are taking place throughout the year. More discussion required – suggestions included piggy backing onto existing social events or planned events associated to Curling Day in Canada. **ACTION**: Social to lead.

5.4 Curling Ontario Webinars

- Nicole provided a summary of the various webinars that are put on by Curling Ontario and suggested that as board members we should be reviewing their offerings on a regular basis to determine what might be useful to us or the membership wit large. **ACTION**: List of webinars to be shared with board members. Interested members are to register for themselves online and report back on outcomes and any possible developments of interest.

5.5 Curling Day in Canada

- Curling Day in Canada is January 30. Discussion that something should be planned. **ACTION:** Need to confirm date.

5.6 Bonspiels

- In light of the Board's general desire to promote more consistency of experience for those who participate in our various bonspiels, it was suggested that the main coordinators for the three bonspiels meet with Kelly and Neil to advance these discussions. **ACTION**: Nicole to set up a bonspiel committee at earliest convenience and report back.

5.6 New Years' Eve Party

- A New Years' Eve party is being planned again for this year. A caterer has already been identified.

6. Next Meeting of the Board

Next meeting of the Board will be October 26, 2025 at 11 a.m.

7. Adjournment

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Meeting was adjourned at 12:18 p.m.