



# PMCC Board Meeting Minutes

*Thursday, July 11, 2024, 7:00pm*

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

## **1. Call To Order 7:02pm**

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

Regrets: Mike Goetz

The meeting was chaired by David Cousins.

The minutes were prepared by Amber Kostuchenko.

## **2. Adoption of Agenda**

Pierre moved the adoption of the agenda as circulated; Amber seconded. None opposed; no abstentions.

## **3. Approval of Minutes**

- Minutes from [May 9, 2024](#) Meeting

Tim moved to approve the minutes as drafted; Pierre seconded. None opposed; no abstentions

## **4. Old Business**

Resolved

- Petra confirmed with the City that league play can start on September 8, and re-start on January 5, to accommodate the Open Doubles league.
- Anne confirmed with Ron & Melissa that the Newbie Spiel will now be held on Saturday March 1 to accommodate the club-wide Curling Day in Canada initiative to be held on February 22nd.
- Anne confirmed the Game of Stones bonspiel will be held on March 15, 2025.
- The Board held its Strategic Planning session on Saturday June 1st, 2024.
- David has been working with Tracey Crawford-Smith on the Women in Curling event, details of which are taking shape.

- The club was awarded a \$2000 grant from ViaSport for the Women in Curling event
- Mike prepared and sent the the recruitment and visitor report for Curl BC, with Anne’s help
- Petra confirmed the 2024-25 ice fees with the City; the rates are the same as what was anticipated: \$46.23/hr evening rate, \$22.05/hr juniors/seniors rate, \$51.50/hr bonspiel rate – all of these are an increase of 3% from 2023-24. Full details of ice fees are on the Board Drive Under Facilities → [Ice Fees](#).
- Pierre and Petra attended the Curl BC AGM on June 13, 2024
- The leagues have supplied their cost information and Petra has prepared Curling I/O for the new season

## Outstanding

- Ross needs to obtain a Criminal Record Check and provide a copy of the confirmation letter to Mike for the club’s records
  - Ross’s CRC was received and a copy of the letter had been sent to Petra.
- Tim to produce a new curler integration and club growth guidelines. Mike and Amber to assist – this matter will likely be enveloped into the broader work of the strategic planning committee and the outcomes of the strategic planning session from June.
  - No update
- City relations committee to approach the City with a proposal for a single fixed-rate ice contract for 2024-25
  - Paul managed to meet with the City; talked with Joanne the Recreation Coordinator, there is a new replacement for Anne Matheson. From Joanne’s perspective the City is not interested in deviating from the existing arrangements. Paul invited them to come to a Board meeting but the response was that “they don’t typically do that.” There are new contacts at the City, (Nathan Taylor – Manager of Recreation) that we can reach out to and will explore the idea of a single fixed-rate ice contract with. Also need to introduce ourselves to the new City Manager.
- Pierre to make a request on behalf of the club that the City provide a senior’s rate for bonspiels
  - Paul also asked about the Seniors Rate and didn’t get a response.
- Pierre to follow up with the City on installing LED lighting in the curling rink and the use of digitally-produced vinyl rings
  - No discussion with them at this point, as Joanne is not the appropriate person to talk with.
- David to reach out to Ken McArtle to get his opinion on the health of our rocks
  - No update at this time

## 5. President's Report

- Curling.io opens on Monday July 15, a couple of minor issues to resolve, David/Mike will do this before Monday.
- Women in Curling on target for an excellent event, guest speakers lined up
- Newsletter has gone out this week to members.
- Making a move towards “direct marketing” ie. attending events on an in-person basis and “marketing” the Club, rather than general advertisement. Missed Ribfest for this year, but can try and get in next year – thanks to Anne Girbav for the connection with Rotary who put on Ribfest. The next event is Port Moody Car Free Day Aug 18 – Anne is heading up PMCC’s involvement to have a booth at the event.
- Mike and David were both in St. John’s Newfoundland for an unrelated choir event and went to the St. John’s Curling Club, where they met with Harold Waters the Club Manager and also ED of Curling Newfoundland. It was interesting to hear about their different approaches to the business of curling. They have 350 members and have two draws per league for almost all their leagues. When a member joins, rather than paying various fees per league, they pay \$750 to join the club and can play in 2 leagues, and can play in any additional leagues for another \$50. Leagues organize all their own social events. Demographically, they are similar to Port Moody, but do have a super-competitive league. They don’t have any learn to curl programs, if a prospective member wants to learn, they have a Saturday night social drop in league (2 12-week sessions and you sign up for 8 of those 12-week sessions) – teams are formed on a weekly basis in this league, but there is a need for a leader to run those sessions. Mike and David were interested in bringing this idea forward for the PMCC to consider in the future.
- Petra will be done as Club Manager on July 31, and we thank her for the work she has done in the last few weeks. The posting is out, and do have one potential candidate come forward as of today, but are still soliciting candidates. We are hoping to contract with someone soon for the new Club Manager, so that there is a bit of overlap with Petra.
- Thanks to Amber K for submitting the successful ViaSport Grant application to support the Women in Curling event.

## 6. Treasurer's Report

Paul is still working on this year’s budget which will be ready soon. The Club’s tax return and GST have been filed. Suncor provided \$1,000 to support the Juniors in recognition of Curt Bogren’s volunteer hours and the Board is appreciative of this donation. The Year-End Financials are complete.

**ACTION:** Paul to send the Year-End Financials to Mike for posting on the PMCC website.

## **7. Club Manager's Report**

On June 1st, Petra informed the Board that she must step down from her role as Club Manager due to her family's need to relocate to the Czech Republic. Petra is able to remain in the position and continue carrying out her duties until the end of July. The Board announced Petra's resignation to the membership and invited members to apply for the position. The Board Executive is currently reviewing applications and hopes to have a new Club Manager in place before Petra's departure.

## **8. Committee Reports**

### **Bar Committee**

Bar Manager Connor's contract starts again on July 15. He is going to look at a new Point of Sale (POS) system and present the Board with options to consider. The organizers of the Women in Curling want to pre-purchase a drink for all attendees; once Connor starts his contract again, we'll need to figure out how to do this.

### **City Relations Committee**

The Committee will approach Nathan Taylor and the new city manager and proceed from there.

### **Strategic Planning Committee**

Thank you Anne for arranging the food for the Board's Strategic Planning session on June 1. Tim is still working on the summary from our discussions. For those who weren't able to attend, you can still fill out the "homework" questionnaire and submit to Tim for inclusion.

### **Grant Committee**

Amber submitted a Via Sport "Lead Forward" Grant application for \$2,000 in support of the Women in Curling Summit event at PMCC on September 21, 2024, in which the Club was successful.

### **Governance Committee**

Nothing to update for this meeting.

### **Social Media Committee**

I have been busy coordinating with the organizers of the Women in Curling summit and Kim Dennis from Curl BC to establish our social media presence and have a game plan/timeline for

advertising. It has been interesting and I think this experience will help me focus and shape my social media work for the club this season. I am learning the tricks on how to use Canva properly which should help me create some more “professional” looking posts. I have also got some tips on how to make our socials more dynamic, adding effects and video posts etc. This is looking to be a great event and I am happy to help be a part of it.

Website Updates: We are getting ready for the 2024/25 season. Everything is set for registration and under Mike’s guidance I have the events pages almost all up to date . Thanks for all that info Mike! I still need to create a new page for Curling Day in BC and also get the dates for the Try Curling Sessions updated.

I will be updating our socials again over the weekend with registration information and links to the curling IO and then of course will put something up Monday morning once we are open for business.

That is all the important news for now in the PMCC social media world!

## 9. New Business

- **Port Moody Car Free Day** 12-5pm Sunday August 18 – Kyle Street parking lot
  - We would like 4 volunteers at any given time, for short (no more than 2 hours) shifts.
  - The Curl BC inflatable curling game has been secured (the smaller one, not as big as the one we had for the open house last year).
  - Anne will have a couple of laptops with Curling.IO for registration and also flyers with information on Try Curling, and the QR code link for Curling IO.

**ACTION:** Another call-out for Volunteers will go out on our social media and through an email to members. Anne will also put out a doc with timeslots and send to the Board for us to sign up.

**MOTION:** Ross moved to authorize the Club to purchase two zip/pull-up banners with the Club logo and some basic information that can be brought out to events such as the Car Free day and our Open House; Tim seconded. None opposed; no abstentions.

- **PMCC Open House: Sep 7**
  - The Board would like to consider having an incentive to for members to bring someone new to the open house, eg. a raffle.

**ACTION:** Anne will contact the pro shop at Langley Curling Club to see if they would like to bring some items as a “pop-up shop” during the Open House.

**ACTION:** Tim will post in the “Business of Curling” Facebook page to see what other clubs do for their open house-type events.

- There was a discussion of whether or not the league representatives need to be there, given that most members register for their leagues prior to the Open House; to be determined after further discussion at the next meeting.

## **10. Any Other Business**

## **11. Next Meeting**

2024-25 Board Meeting schedule:

- Thursday August 8, 2024; 7pm
- Sunday September 15, 2024; 7pm
- Sunday October 20, 2024; 7pm
- Sunday November 17, 2024; 7pm
- Sunday December 8, 2024; 7pm
- Sunday January 12, 2025; 7pm
- Sunday February 23, 2025; 7pm

Other Dates of Note:

- Thursday September 5, 2024 - League Reps Meeting, 7pm
- Saturday September 7, 2024 - Open House, 1pm
- Saturday November 23, 2024 - League Reps Meeting, 1pm
- Saturday March 1, 2025 - League Reps Meeting, 1pm
- Saturday March 8, 2025 - AGM, 12pm

## **12. In Camera**

## **13. Adjournment**