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199 GEORGIAN WAY

GLEN ALLAN RECREATION COMPLEX

SHERWOOD PARK CURLING CLUB
MEETING MINUTES
Sunday, November 4, 2018
3:30 PM, SPCC Meeting Room

Name	Position
In attendance:	
Greg Empson	President
Lynette Carlson	Treasurer
Allison McKinnon	Secretary
Guy Algot	Bonspiel Coordinator
Angela DeWolfe	Sunday Open League Representative
Robert Friedt	Senior Mixed Curling League Representative
Dianne Loesch Fika	Director at Large
Sheila MacFadyen	Tuesday Ladies League Representative
Ron Michaud	Thursday Night Men's League Representative
Rodney Yaremchuk	Thursday Night Men's League Representative
Heather Nedohin	SPCC Manager
Regrets:	
Doug Kroetsch	President-Elect
Ralph Maclean	Past-President
Mary Plester	Monday Mixed Doubles Representative
Vern Schmidt	Tuesday Men's League Representative
Cathy Henbest	Wednesday Ladies League Representative
Marilyn Lappin	Wednesday Ladies League Representative
Lynn Penner	Thursday Ladies League Representative
Blair Horn	Friday Night Mixed Representative
Kelly Rudyk	Saturday Night League Representative
Corwyn Chomay	Director at Large
Lesley Stafiniak	Web & Signage Master
Don Steinbach	Director at Large

1. Call to Order

The meeting was called to order at 3:30 PM by President Empson.

2. Approval of Agenda

The draft Agenda was approved as circulated, with the addition of item 6.3 Christmas Charitable Donations (D. Loesch-Fika).

3. Review of Board Meeting Minutes, September 12, 2018

The draft Minutes of the Board Meeting held on September 12, 2018 were approved.

4. Reports

4.1. Financial Report (L. Carlson, Treasurer)

L. Carlson (Treasurer) tabled a financial report as of October 31, 2018 (see report). Expenses are on track, except for the costs of ice maintenance staff. H. Nedohin advised that no changes to the budget line for ice maintenance services are needed at this time.

4.2 SPCC Manager's Report (H. Nedohin, SPCC Manager; see report)

- 4.2.1 AGLC – The SPCC is to acquire a Class B Liquor License in order to comply with requirements of the Alberta Liquor and Gaming Commission (AGLC). When the SPCC receives this liquor license, the liquor license currently held by the Belvedere Golf and Country Club (BGCC) for the GARC lounge area will be void.
- 4.2.2 Staffing – See Manager's report.
- 4.2.3 Belvedere Golf and Country Club (BGCC) Food and Beverage Services – The slowness of food and beverage services, and the occasional unavailability of some beverages on the bar menu, were identified as complaints by members participating in leagues, both day and evening. H. Nedohin is to bring these concerns to the attention of the BGCC so that these issues may be resolved.
- 4.2.4 Curling Canada Membership Fee – The SPCC is to pay the \$2.00 membership fee for each member of the SPCC. The estimated cost to the SPCC will be approximately \$2,000.00.

4.3 League Reports

- 4.3.1 Tuesday Men's League – The buzzer is not working consistently. R. Michaud and G. Algot volunteered to look at the buzzer system and do whatever may be needed so that it works for all Leagues. There also has been a problem with the urinal not working in the Men's washroom, which has been recently been resolved by a plumber contracted by Strathcona County.
- 4.3.2 Saturday Night League – D. Loesch Fika reported that street shoes were worn on the ice by a new team in the League, which is a safety issue and not conducive to proper play of the game. H. Nedohin is to follow-up with the team involved.
- 4.3.3 Senior Mixed Curling League – R. Friedt reported that there has been minimal attrition in the number of registered curlers in this league, such that there is no room for new curlers in the league; all slots on teams are filled. More senior curlers are using sticks. Ice conditions are more favourable this year.
- 4.3.4 Sunday Open League – A. Wolfe reported that this league is also full. She noted that the BGCC has run out of beer supplies after Sunday league games, an issue which the SPCC Manager will address with the BGCC.
- 4.3.5 Thursday Night Men's League – Rod Yaremchuk is now the league representative.



5. Old Business

5.1 SPCC Awards Policy – Milestone and Memorial Curling Stones

D. Loesch-Fika volunteered to remain on the committee. Four (4) nominations for Milestone Rock Handle Awards have been submitted to date, with the deadline for submissions being January 15th, 2019. The criteria for awarding Milestone Curling Stone handles were briefly reviewed (see <https://sherwoodparkcurling.com/index.php/our-club/memory-rocks>). Following discussion, G. Empson volunteered to draft a revised Policy and will bring it forward at the next Board meeting, for consideration.

5.2 Hosting of Special Events in 2018-2019

5.2.1 Alberta Men's Northern Championships

The SPCC will be hosting the Men's Northern playdowns on January 10-13, 2019. This is an important event on the provincial and SPCC calendars; high quality ice for this event is essential, as well as high quality food and beverage services for competing teams and spectators. SPCC volunteers will be needed to support 50/50 ticket sales. The SPCC will receive \$1,000.00 from Curling Alberta for ice rental. Curling Alberta will provide all the officials, manage registrations, score keeping, and reporting of results.

5.2.2 U18 National Championships, April 2019

See Manager's report. Three grant proposals have been submitted; no external grant funds have been approved as yet.

On November 22nd, a Volunteer Registration event will be held in the SPCC lounge, from 4 to 8 PM. Sizing for Volunteers' jackets will be determined that evening. Descriptions of volunteer roles will be posted on the SPCC website. Junior curlers are members of the planning committee for the U18 Championship, which is excellent.

It was observed that parking at GARC will be an issue during this event.

More information on the U18 Championships is to be posted on the SPCC website, including descriptions of volunteers' various roles, to support volunteer recruitment and participation in this national curling event.



6. New Business

6.1 Volunteer Recruitment, Retention, and Recognition

A discussion was held on ways to improve volunteer recruitment, retention and recognition.

The following suggestions were made:

- Regularly update the SPCC website to identify opportunities for volunteer participation in SPCC events and committees.
- Involve more Junior curlers as volunteers, as is happening for the U18 Canadian Championships.
- Use the TV screen more effectively to advertise and recruit volunteers.
- Identify the time commitment expected for volunteer roles, including service on the SPCC Board, so that members are better informed of this.
- Change the name of the Volunteer of the Year (VOY event) event to the “SPCC Volunteer Appreciation Event” as it is intended to recognize all volunteers, including the Volunteer of the Year.
- Provide written descriptions of the role and responsibilities of Board members.
- Identify the length of time (term of office) for all Board positions, not just for the positions of President Elect, President, and Past-President.
- Identify a process for ending service on the Board, through a written resignation, defined terms of office, or ways other than non-attendance at Board meetings.

Any other suggestions are to be brought forward at the next Board meeting.

6.2 Succession Planning for the SPCC Board

Related to the issues of volunteer recruitment, retention and recognition, is the question of how do we put in place a succession plan to support an orderly transition of Board members? There is a three-year commitment for anyone who agrees to serve as President-elect, President, and then as Past-President, but no terms of office are identified for any other position on the SPCC Board. As noted above, there is a need to develop and better communicate the roles and responsibilities of Board members, the competencies required for each position, the actual time commitment expected to be effective in each position, and length of terms of service on the Board. League representation on the Board is essential.

G. Empson advised that there is also a need to have an internal Audit Committee, comprised of two or three members of the Board, to review and advise the Board on financial matters.

A further issue for the Board to consider is the scope of responsibilities delegated to the SPCC Manager. What is the appropriate balance of responsibilities for decision-making between the Board and the SPCC Manager?

These issues are to be discussed further at the next Board meeting.



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6.3 Other: Christmas Charitable Donations. D. Loesch Fika reported that the three Ladies Curling Leagues raised substantial amounts of money for donation to charities last Christmas. This year, they would like to challenge other Leagues to meet or exceed these donations. She was encouraged to send an email to other leagues, challenging them to raise funds for charitable donations, and track the results.

7. Next Meeting Date

The next meeting of the SPCC Board is scheduled for **Sunday, December 2, 2019 at 3:30 PM** in the SPCC Meeting Room.

8. Adjournment

There being no further business, the meeting was adjourned at 5:15 P.M.

Respectfully submitted,
Allison McKinnon
SPCC Secretary.