



PO 3536
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199 GEORGIAN WAY

GLEN ALLAN RECREATION COMPLEX

**SHERWOOD PARK CURLING CLUB
BOARD MEETING AGENDA**

Aug 5, 2021
6:30 PM, ONLINE

Name	Position
In attendance:	
Donna Dosman	President
Herb Herder	Past-President
Rodney Yaremchuk	President-Elect
Dee Matishak	Treasurer
Jody Zacharkiw	Secretary
Heather Nedohin	SPCC Manager
Angela DeWolf	Sunday Open Representative
Guy Algot	Monday Mix League Representative
Mary Plester	Monday Night Doubles Representative
Vern Schmidt	Tuesday Mens League Representative
Pauline Erickson	Tuesday Ladies League Representative
Cathy Henbest	Wednesday Ladies League Representative
Blair Horn	Friday Night Mixed Representative
Bonnie Schmidt	Seniors Mixed League Representative
Lynn Penner	Director at Large
Ron Michaud	Director at Large
Doug Kroetsch	Director at Large
Cara Richards	SPCC - Admin

1. Call to Order (President, Donna Dosman)

Meeting called to order at 6:30 pm.

2. Approval of Agenda

Changes to agenda

- update on capital reserve plan will be presented by Dee Matishak
- return to Play will be provided by Donna Dosman

Approved at Sept 8, 2021 Meeting with a change to Pauline Erickson name. - Completed HN



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3. Review of Board Meeting Minutes, July 8, 2021 (for approval)

Change in Pauline’s name - spelling error noted

Motion for the minutes to be adopted as read, with the change noted above.

Lynn Penner moved. Cathy Henbest seconded. Carried.

4. Reports

4.1 Registration Report (Manager, Heather Nedohin)

League	# of Teams Paid HOLD MY SPOT	# of Teams at Start of HMS	# of Teams in 2021-22 Budget	# of Teams in 2020-21	# of Teams in 2019-20	# of Waitlist Teams	Projected Final # of Teams
Sunday Open	12	14	13	14	15	0	14
Sunday Rookie	8	13	9	12	14	1	12
Monday Mixed	16	16	14	16	16	3	15
Monday Doubles	14	15	9	12	16	0	16
Tuesday Ladies	13	14	12	14	14	0	14
Tuesday Mens	28	30	27	26	32	0	30
Wednesday	16	18	19	18	24	1	18

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Ladies							
Thursday Ladies	14	14	14	12	16	0	14
Thursday Men	30	32	27	32	32	1	32
Friday Mixed	28	32	26	30	30	2 / 2?	30
Totals	179	198	170	186	219 *		195
% Teams to HMS		90%	105%	96%	82%		
Seniors							
Seniors (individuals)	175	/	168	208	184		
Seniors (Teams)	43.75	/	42	52	46		
% of Seniors to HMS			104%	84%	95%		
Juniors (individuals)							
U12	11	/	31	24	65		
U15/U18	26	/	48	32	60		
Junior Plus	3	/	14	12	16		
Totals	40	/	93	68	141		
% of			43.01%	43%	28%		



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Juniors to HMS							
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Open Discussion

- need to look at leagues that next year could be expanded such as Monday Mixed
- current concern is with the junior program; many have passed age and an age gap was created by losing the last year of play. The Junior Plus program is sitting at 3 and this sparks the question as to what is viable to run a league. The minimum number is determined to be 8.

4.2 Financial Forecast (Go / No Go Decision and Recommendation) (Treasurer, Dee Matishak)

Summary

- forecasting a loss of \$20,000. This deficit forecast is only slightly higher than what we typically start a year with; a budget at a \$9,000 deficit. We have been conservative on the revenue projection side and tried to be realistic with all the core expenses.

Revenue

- registration revenue is based on count of 195 teams providing about \$337,000 in projected income at present
- if registration goes above 195 teams, which we expect to happen, the loss will decrease
- have met the sponsorship target of \$15,000. There are other ongoing discussions, so this amount may increase
- registration details:
 - adult learn to curl might increase based on current interest
 - goal is to increase Wednesday ladies to capacity
 - schools are an unknown so did not include this in the budget

Additional Note

- there will not likely be any new Casino revenue until 2023
Action: Heather will follow up with Curling Alberta to find out what the SPCC cut of the 50/50 in the Bubble will be

Expenses

- negotiated the rent to stay the same as 2020- 2021 which is \$5K less than originally forecasted
- cleaning is unknown so kept same as last year
- will be purchasing a new computer to replace Heather’s outdated one
- kept ice maintenance as 2019



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- plan to host a club celebrations this year, which was removed from last year's budget
- personnel expenses similar to 2019 - no salary increases; modeled after Strathcona County's approach
- weekend events are currently not in the forecast - any expenses incurred by a bonspiel will be borne by the event, including ice and admin costs
- will rely heavily on fundraising
- hope for more grants and donations; projecting what will be available in the upcoming year have estimated the grants /subsidies to be \$28,000 which includes the \$20K partial payment, to be made in January 2022, of the subsidy from the Federal Government loan and current wage subsidy.
- forecast includes a capital expenditure of \$2,380 which came out of the account in this fiscal year but the purchase happened last fiscal. The amount may be moved to last fiscal when the external financial review is completed

Motion to accept the budget as presented and start planning for the 2021/22 season of play.

Lynn Penner moved. Blair Horn seconded. Carried.

4.3 SPCC Manager's Report (Manager, Heather Nedohin)

- has been focused on registration
- finalizing contracts: sublease for the lounge; employment contracts (ice team); reviewing personal contract Elite Women's Event: September 17-19
 - cool the slab August 16
 - ice installation Aug 20 to September 11
 - rocks cool September 11
 - ice ready for practice by September 13
 - 16 teams at present
 - revenue generation after expenses is targeted to be at least 15% of expenses (\$1200)

Motion to host the Women's Elite event based on the calendar and budget presented.

Vern Schmidt moved. Cathy Henbest seconded. Carried.

5. Old Business

5.1 Code of Conduct Update (Vice President, Rodney Yaremchuk)

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- update the current Code of Conduct to have a focus on process in case an incident arises
- developed a flowchart of the process
- board to review and will be adopted at the next board meeting

5.2 Update on Capital Reserve Plan (Treasurer, Dee Matishak)

- work on the plan has begun
- focussing on developing a list of assets for inclusion in the plan
- request for additional members to join the Finance Committee

6. New Business

6.1 Update on Return To Play for 2021/22 season (President, Donna Dosman)

- reviewed the legal requirements of Privacy Act, Human Rights Act, Health Information Act, Occupational Health and Safety Act on our ability to consider mandatory vaccinations
- reviewed the limits of our Insurance on Covid related claims
- reviewed next steps:
 - EAC meeting
 - review of Curl Canada and Curling Alberta guidelines when released
 - draft guidelines in next couple weeks - post by early september

7. Next Meeting Date: September 8, 2021 @ 6:30pm

8. Adjournment

Meeting was adjourned at 8:25 pm.