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199 GEORGIAN WAY

GLEN ALLAN RECREATION COMPLEX

**SHERWOOD PARK CURLING CLUB
MINUTES OF A BOARD MEETING**

July 8, 2021
6:30 PM, ONLINE

Name	Position
In attendance:	
Donna Dosman	President
Herb Herder	Past-President
Rodney Yaremchuk	President-Elect
Jody Zacharkiw	Secretary
Heather Nedohin	SPCC Manager
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
Robert Friedt	Seniors Mixed League Representative
Lynn Penner	Director at Large
Doug Kroetsch	Director at Large
Mel Schaufele	SPCC - Finance

1. Call to Order (President, Donna Dosman)

Donna called the meeting to order at 6:32.

Welcome to Pauline Erickson as the incoming Tuesday Ladies Rep and Robert Friedt representing the Seniors Mixed League (SML) at this meeting in place of Bonnie Schmidt.

2. Approval of Agenda

Add item: discussion of the catering contract with *The Hat*

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



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Vern Schmidt moved to accept the minutes as presented. Lynn Penner seconded. Carried.

4. Reports

4.1 Financial Report (Finance, Mel Schaufele)

Numbers presented as per fiscal year end of May 31, 2021

- \$67,000 overall loss
- \$54,000 purchase of rocks was made
- \$13,000 dollar loss in looking at the asset value offsetting the total loss amount
- \$95,000 in provincial and federal government COVID related subsidies were received

Vern inquired as to the cash on hand and investments; overall financial check of the club.

Ending June 2021:

Operating account	\$34,534
Casino	\$7,000
Investments (3) total	\$302,000
Loan account:	\$60,000

We received a COVID related Federal Government Loan of \$60,000, of which we need to repay \$40,000 by the end of December 2022. Currently the \$60,000 loan is accounted for in the trial balance sheet. The \$20,000 relief will be entered as revenue in the fiscal year that the \$40,000 portion of the loan is repaid.

Money is available in the reserve if needed at the repayment deadline.

Question Raised: Do we need to increase fees given the size of our reserve?

Fee increases were discussed at the April 8 meeting and approved. The decision was based on:

- No increase was implemented for the 2019/20 season, despite being approved in spring 2019. Due to Covid, fees remained stable from the previous year.
- Preliminary predictions are that registration numbers and sponsorship dollars will be lower than the 2019-2020 season figures and we plan to not have a deficit for the 2021-22 season.
- A per player per hour cost analysis was done and comparisons made with other clubs; we are middle ground in this regard with our current fees.
- Discrepancies between leagues within the SPCC were identified and a transition to more equitable rates will be pursued.



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- Want to ensure that we will have a healthy reserve fund to cover future “Rainy Days” and capital projects.

4.2 SPCC Manager’s Report (Manager, Heather Nedohin)

Highlights:

- Hold my Spot - Seniors will do online registration this year
- All member registration starts July 12, 2021
- Terry and Dave will continue on as ice techs
- Staff are returning, including coaching staff
- Ongoing meetings to plan & prepare for bonspiels
- Ongoing preparation & location meeting for Outdoor Curling - Tri Curling Events at Emerald Hills or another Strathcona County ODR
- Ongoing progress being made with the weekly presidents meetings

Questions:

How are we handling teams who are returning after 1 year off due to Covid and the teams that replaced them?

- Administrative Team has called all 26 Covid deferred teams: 12 are returning and 14 are not returning
- If there is no room on the chosen day for the replacement teams they will be put on the waitlist or be offered a spot in other open leagues
- If there is space in a league after hold my spot is complete the Administrative team will call wait list teams
-

League - July 8, 2021	# of Teams to HOLD MY SPOT	# of Teams in 2021-22 Budget	# of Teams in 2020-21	# of Teams in 2019-20
Sunday Open	15	13	14	15
Sunday Rookie	13	9	12	14
Monday Mixed	16	14	16	16
Monday Doubles	14	9	12	16
Tuesday Ladies	15	12	14	14
Tuesday Mens	28	27	26	32



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Wednesday Ladies	21	19	18	24
Thursday Ladies	13	14	12	16
Thursday Men	32	27	32	32
Friday Mixed	30	26	30	30
Saturday Mixed	N/A	N/A	0	10
Totals	197	170	186	219
Seniors				
Seniors (individuals)	TBD	167	208	184
Seniors (Teams)	TBD	42	52	46
Juniors (individuals) -				
U12	TBD	31	24	65
U15/U18	TBD	48	32	60
Junior Plus	3.5	14	13	16
Totals		93	69	141

When is the Tour event at SPCC?

- scheduled for September, Sept 16-19
- reached out to *Alberta Curling Series* to help support marketing, registration and onsite event
- trying to get communication out on pre registration link
- Saville event is weekend prior to ours; collaborating with Kelsey Roque to promote the events simultaneously
- 24 teams is reasonable to expect, and possibly 30
- registration opens July 12

i. Additional Executive comments

None



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5. Old Business

5.1 Business Plan Update (President, Donna Dosman)

A commitment made in the process of the Strategic Development Planning was to develop a more detailed business plan. A draft plan for the next 3 years will be presented at the September board meeting.

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

Rodney noted the current conduct is dated 2014. SPCC will be looking at a review of this to provide pertinent details outlining expectations and consequences of certain behaviors contravening guidelines for conduct. An updated code is anticipated to be ready for the August meeting.

5.3 Approval of Strategic Plan (President, Donna Dosman)

A draft is available for review on the website. From this, one noted change is moving the section on priorities in between the mission and guiding principles. No changes were made to the text. This change seemed appropriate for flow and understanding of the priorities being outlined.

Doug Kroetsch moved to approve the Strategic Plan as presented with the change in order of priorities outlined here. Herb Herder seconded. Carried.

i. Discussion of a new visualization logo of the Strategic Plan

The logo was placed on the website for consideration and feedback. It is a way to encompass what our priorities are as a club and highlight them to membership and anyone who is considering joining our club.

6. New Business

6.1 Hold My Spot - Registration opens July 12

- The goal is to reach 2019 numbers. This is challenging as numbers are already down by 10 teams with the hiatus of the Saturday night league.
- Budgeted for approximately 170 teams and hope to break 200.
- Registration ends July 30 and we will meet August 5 to look at the numbers and make some decisions for moving forward.



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6.2 Registration, Payment and Refund Policy - 2021 (attached and for approval)

This Policy is updated every year with new dates and minor modifications. There are 3 changes that are of a more significant nature this year.

1. There is a separate section for the Seniors Mixed League as they will register online for the first time.
2. We have added a refund for medical reasons. Seniors Mixed League had this clause in their refund policy which we adopted for the entirety of the SPCC. Anyone who cannot return to play due to medical issues will receive a prorated refund.
3. Text was clarified around the refund and admin fee as was the text in the Interruption of Play section.

Rodney Yaremchuk moved to approve the policy as presented. Doug Kroetsch seconded. Carried.

6.3 Establishment of a Finance Committee (to develop the Capital Reserve Plan)

Dee Matishak, Lynn Penner and Doug Kroetsch will form a committee to discuss and review needs for a reserve fund and capital planning needs from a long term perspective. A plan is to be presented at the September Board meeting.

Herb Herder moved to form a committee to develop and manage the reserve fund and identify capital needs. Cathy Henbest seconded. Carried.

6.4 Roles and Responsibility Document (attached and for approval)

A document outlining the Roles and Responsibilities of Board members was developed to be used as an orientation package and for recruitment purposes.

Responsibilities included in the document are from the Bylaws and for the Treasurer there are oversight responsibilities for the tax submissions.

6.5 AGLC Rules & Request for Amendment for use of Proceeds (SPCC Manager, Heather Nedohin)

Heather confirmed donations to charities are an approved use of AGLC funds, up to \$5000.

AGLC funds cannot be used for social events with the exception of seniors under certain conditions:

1. 75% of the league are 60 plus and it is open to a broader group than the club



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2. The event must be approved by AGLC in advance and after an application has been made. Heather is working with the Seniors Mixed League on making such an application.

If any league would like to run a 50/50 during the 2021-22 season please speak with Heather and the Executive. before proceeding.

6.6 The contract with The Hat

Mike with the Hat requested a 2 or 3 year contract with the SPCC.

After discussion, Heather and Herb will proceed with a proposal for Mike to be given a 2 year contract with the condition of a performance review half way through the season and have any issues be communicated to him on an ongoing basis. Should he not meet expectations after the first year, the contract will be terminated upon 30 days notice. Should the performance be satisfactory after the first year, the contract will be extended by an additional year; for a 2 year commitment after year 1.

7. Next Meeting Date

August 5, 2021 at 6:30 pm Go / No Go decision

8. Adjournment

The meeting was adjourned at 8:16 pm.