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**SHERWOOD PARK CURLING CLUB
 BOARD MEETING MINUTES**

January 21, 2024
 4:00 - 5:30 p.m. ONLINE

| Name | Position |
|-----------------------|--|
| In attendance: | |
| Gerry Salm | President |
| Rodney Yaremchuk | Past President |
| Chris Lemishka | Vice President |
| Mackenzie Giffen | Treasurer |
| Jody Zacharkiw | Secretary |
| Heather Nedohin | SPCC Manager |
| Jen Forbes | Monday Night Doubles Representative |
| Guy Algot | Monday Night Mens Representative |
| Pauline Erickson | Tuesday Ladies League Representative |
| Guy Algot | Monday Night Mens Representative |
| Rita Clark | Thursday Ladies League Representative |
| Vern Schmidt | Thursday Men's League Representative |
| Mike Semeniuk | Friday Senior Mixed LEague Representative |
| Ralph Maclean | Sunday Open League Representative |
| Herb Herder | Director at Large |
| Dee Matishak | Director at Large |
| Lynn Penner | Director at Large |
| Godfrey Huybregts | Director at Large |
| Mel Schaufele | SPCC - Finance |
| Regrets: | |
| Rick Komick | Monday Seniors League Representative |
| Mary Plester | Wednesday Senior Mixed League Representative |
| Ashley Kalk | Wednesday Ladies League Representative |
| Blair Horn | Friday Night Mixed Representative |

1) Call to Order (President, Gerry Salm)

Meeting called to order at 4:03 pm.

2) Approval of Agenda

Motion to approve agenda as presented. Herb Herder moved. Mike Semeniuk seconded. Carried.

3) Approval of Board Meeting Minutes, November 26, 2023

Motion to approve minutes as presented. Lynn Penner moved. Dee Matishak seconded. Carried.

4) Mural Project Update (Project Lead, Donna Dosman)

Mural is set to go on the interior wall along sheet 1 - 6 panels from top to bottom. Current expenses - \$35,000 needed; only initial drawings have been spent on thus far. Secured revenue is currently \$7,800. Going after a Crowdfunding grant of \$5,000. Council has been presented with a letter of request for \$12,000. Heather also shared some timelines (see attachment). Two critical dates are: opportunity to start the mural in April; or August would be the other option. The installation date, level of funds raised prior, and opportunity to have the club front any outstanding costs are to be determined.

To the board: What level of funds are needed to proceed with installation? Will the board support the project beyond the contingency and allow the committee to continue to fundraise?

5) Financial Update (Treasurer, Mackenzie Giffen)

Another \$22,000 in additional funds - extra registrations for juniors, upcoming stick league. Forecasting \$5000 more in revenue from corporate rentals. We have \$1,700 in interest from a 100 day GIC. Casino income should be coming May 2024. We should be about \$60,000 in profitable revenue, double the initial projected number of \$30,000.

As we process through projects that have been identified, the committee will research associated costs and then reevaluate the priorities. Current projects include atomization system, water fountain install at ice level, lounge broom and bag storage, and reconfiguration of rink storage.

Reserve Funds - 100 day GIC matured, as did a reserve fund which yielded about \$3,000 in interest) which was reinvested. Looking to get registration cleared up within the next month for about \$20,000. Actual reserve fund amounts reviewed.

For the mural project, \$17,000 is the current amount of funds needed. A suggestion brought forward was if the committee gets 60 or 70 % of that amount, that the board give the go ahead to proceed, with the hope funds will likely be secured.

At present, the committee has spent about \$6,000 of the \$20,000 approved funds, and are not likely to spend the full amount this season.

Note of clarification, Casino is in May, and funds will be received in the fall.

Motion to give the “go ahead” to proceed if the group has secured 60% of the project budget (\$35,000), the Board would approve the installation to proceed if the team has this in place.

Rodney Yaremchuk moved. Michael Semeniuk seconded. Motion carried.

6) SPCC Policy to Support Competitive Teams

The policy was approved in 2019. Changes have been made, mainly pertaining to the discounted amount, as it is challenging from an administrative perspective. Trying to have practice ice available for teams is top priority. Concern with AGLC regarding what we can do to support teams financially, as teams have to do their own 50/50s and such; they can't be signed out through the Club.

Motion to accept the revised SPCC policy to support competitive teams as presented. Lynn Penner moved. Herb Herder seconded. Carried.

7) Finance Committee Terms of Reference revision

Overall there were some clarification of ambiguities, and operating within risk tolerances. Control the money of approved projects.

Some additions have been included. Board will recognize that this committee is the primary driver of the priority list. What are the risk tolerances we are working under - should we further that in this document. Could consider the responsibility of this committee to drive the budget preparation. Discussed the need for a risk policy to be considered - as currently that would fall under board at the time, and think about incorporating a tighter risk policy.

Motion to accept the changes of terms of reference as presented. Michael Semeniuk moved. Chris Lemishka seconded. Motion carried.

8) SPCC Strategic Plan 2024-28

Plan was started in 2024, but didn't get goals and priorities with indicators in place for succession planning. This is the restart of that type of plan and offers a way to see actionable plans and how to gauge their efficacy.

There are 5 goals, with priorities and indicators in each, and an analysis chart attempting to currently reflect which goals and priorities are most important to work on today.

Thought needs to be given around how reporting will be executed. For example, use the April board meeting to set the objectives for the upcoming season.

There needs to be a focus on responsibility to manage the plan over time - how to ensure they are moving forward when current players are gone. Would there be a standing committee for example, to oversee this for the duration of its 5 years.

Question brought forward about adding another entrance to the building and is that part of this plan, which could be under future planning. How does one bring forward suggestions - which would be bringing it to any of the committee members. Streaming was another item brought up - which is in the project list at present. These items will be brought forward for addition to the respective goals they would fit under and be considered in prioritization accordingly.

Motion to approve the strategic plan as presented today as a foundational document that can always evolve. Chris Lemishka moved. Pat Schryver seconded. Motion carried.

9) SPCC Consideration of Safe Sport Certification

Safe sport is an all sport implementation across Canada, coming from Curling Alberta to the clubs. Questions continue to linger regarding: how can safe sport be rolled out with all the policies, who monitors it, who is involved, etc.

Curling Alberta wanted policies to go out, and indicated that certain people on the board should have it. Now that it's a policy, who is overseeing it and what are the Liability issues for the club - are we doing due diligence?

Do we want to declare our intention to follow this route? At present do we just declare to Curling Alberta that by a certain date we will make a go/no go decision of this initiative. Suggest board members have an opportunity to review this further and get up to speed on all projects so we have an overall view of the needs of the club.

This will be tabled for further discussion in April. Board members are encouraged to take the training and watch the videos.

10) Manager's Report (Heather Nedohin)

See attached. Always looking for other members to offer a couple hours here and there, would be grateful for the help.

Send an email if you are interested in signing up for the Casino.

11) League Rep Feedback - (time permitting)

Guy - the competition has never been this tight, 9 teams within 6 points of each other.

Pauline - finishing round robin this week.

Rita - finishing round robin this week.

Pat - all positive comments being received.

Ralph - wanted to mention an upcoming fun game fundraiser coming up March 9, which is a 6 ender game. Tickets are \$30 per person with a \$20 dollar tax receipt; proceeds going to the Cancer Foundation, with \$1270 having been donated last year.

Vern - all good. Members are happy with the coolers. Wanted to point out that piping for air circulation seemed to be ice crystals dropping onto sheet 6. Scheduling times are all good now in CCM.

12) "For Information" Attachments

- a. **Operational Priorities Calendar**
- b. **Project List**

13) Next Meeting Date: April 21, 2024

14) Adjournment

Meeting was adjourned at 5:39 pm.