



Lancaster & District Curling Club Meeting Minutes

September 13, 2023 Regular Scheduled Board Meeting

1. Meeting Opening

1.1. Call to Order.

1.1.1. Liz started meeting at 6:28pm

1.1.2. Present: Leanne Dumolin, Colleen MacCulloch, Alain Bellefueille, James Doonan, Nigel Carlisle, Lynn Hurtubise, Aris J, Eugene Belengario, Merina Mrzena, Oleg

1.1.3. Regrets: Heidi Gauthier, Linda Sinfield,

1.2. Motioned by Colleen to Approve August 9th Minutes. Seconded by Nigel. – Moved to next meeting

1.3. Additions to Agenda

1.3.1 Removal of assets (air purifiers and refrigerator) – Nigel

2. Updates:

2.1. Presentation on Website from Oleg

2.1.1. Individual pages with the same password assigned to each user. We would like to create individual log ins for the members to be able to have their registration information available online in the website and profiles.

2.1.2. When people decline to have their own log in information shared with them, the team will create a profile for them, but their log in will not be shared the with the member.

2.1.3. Once the user logs in the first thing they will see is the own information (Similar to the information provided on the registration form).

2.1.4. Potential offer of doing a guidebook or video explaining how to edit the website profile. Merina also suggest that she or someone else hold a training session before curling starts to show how to use.

2.1.5. Board members requested that the Addresses are not to be shown to all members.

2.1.6. To specify the phone numbers as cell phone, home or landline

2.1.7. Admins can override/edit the members information

2.1.8. Suggested was: to have a calendar under each person profile of their games scheduled per month.

2.2. Treasurer's Report -[Appendix 1](#)

2.2.1. The treasurers report is up to date as of Sept 08, 2023 (Liz to give Heidi a receipt for \$100). There is a cost for the fridge and the taps for the kegs were cleaned and repaired so that will be added to the reports.

2.2.2. The OTF funding will not happen this season, small possibility to have the funding available but not hopeful.

2.3. Wine and Cheese – Nigel

2.3.1 Posted on Facebook, Nigel sent to Colleen to send it out but she is waiting until registrations go out.



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- 2.3.2 There was left over food from the scotch tasting. There was wine purchased specifically for this event, Nigel will try and do the vineyards wine during specialty events.
- 2.3.3 The goal of this event is to get new members. Nigel to reach out to Lachlan to register and come attend this event.

2.4. Scotch Tasting – Liz

- 2.4.1. Bar Profit \$132.07. Donation to the Club \$360.00. Liz calculated that the profit was \$1,400.
- 2.4.2. There were 45 spots and 41 spots were filled. Nicole bartended
- 2.4.3. There were 6 different types of scotches and lots of food
- 2.4.4. Frank MacDonald (The MC donated a bottle of scotch, if you paid \$10 you entered to win the bottle). Hopes to do it next year.

2.5. Office Renovations – Nigel

- 2.5.1 They are 99.9% done, trim work hasn't been done yet. Nigel got some from an old school project and from the buy nothing group as well.
Motion sensor Light switches are all taken care of and installed
Total cost will be provided via email or at next meeting once all the invoices are in.
While doing the renos there were other structural concerns fixed.

2.6. Lottery License – Nigel

- 2.6.1 The curling club is not approved for a lottery license at this time. We were denied because we are a membership sports club. Any questions can be directed to Nigel.
A person can host their own lottery event outside of the curling club.

2.7. Training upcoming from OVCA – Colleen – [Appendix 4](#)

- 2.7.1 There are some trainings that are sent out. James, Bernie and Patty, Bill have been on the learn to curl training. Alain can't get the ice tech training.
- 2.7.2 Colleen will try to get an Ice tech training session at our club.
- 2.7.3 James to talk to Bernie about the coaching training.
- 2.7.4 Colleen and Liz are going to the OVCA AGM. Bernie is getting an award and the two women will receive it on his behalf.

3. Matters for Decisions:

3.1. Ice Tech Compensation – Liz & Alain

- 3.1.1 Request to vote for Ice tech wages, they would like an increase 2022 per week they would make \$570 this year they would like \$600.
Per bonspiel, ice rentals or ice tournaments, they would like an additional \$75 per event
29 weeks x 600 = \$17,400. Plus possible 13 weeks at \$75 = \$975 of ice prep. Total cost this year would be \$18,375.
Motion by Alain to approve the increased weekly cost of ice techs wages from \$570 a week to \$600 a week and incorporate an additional membership fee for the ice tech for a total of \$18,375 plus any non-league curling event for a cost of \$75 per event. Second by Leeanne. All in favor. Passed.

3.2. Ice Shed Doors – Liz – [Appendix 2](#)



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3.2.1 The small font is \$5,900 from BMR. To be clear, the \$5,800 is per door from Dwyer. The total from Glengarry is \$7,081.

Motion made by James to accept bid placed by BMR \$5947. Seconded by Nigel. All in favor. Passed

Nigel to forward Gords contact to Alain and then Alain to coordinate.

3.3. Rental Rates – Nigel

3.3.1 Nigel to send out a table of what the current pricing is, vs the proposed pricing with the justification per cost. To proceed with the \$200 rental for Dec 1st. Will modify if the board decides on a different price. Nigel will send out the potential pricings for board to review.

4. Matters for Discussion:

4.1. Junior Program – Colleen & Leanne

4.1.1. The same program from last year will be officered, it's a 10-week one hour program. 1-2pm is proposed by James. There are only lessons being provided, no league. Sundays 10-11:30am. Junior program runs from 1 - 2

4.1.2. Colleen to respond to Kathy.

4.2. Monthly Job Lists – Nigel & Liz - [Appendix 3](#)

4.2.1. This list is the Sept board to-do list. When the item is completed, please sign your name for accountability purposes. It will be posted on the board. If something should be added, please send to Nigel to add.

4.3. Distribution Lists – Colleen

4.3.1. Already addressed.

4.4. Club Updates – Nigel

4.4.1. Not sure

4.5. Township Website Promotion – Colleen

4.5.1. Colleen to take care of this. Community guide goes out this week and we are included in it for free.

4.6. Smart Serve – Nigel

4.6.1. Expiration dates have passed so we have 19 certified members.

Motion by Nigel to issue a gift card of the full amount for successful rectification or certification for the 2023-2024 season with expectation of volunteering behind the bar. Seconded by Alan, all in favor.

4.7. Bonspiels – Liz

4.7.1. Swing and Sweep - \$50 per person, last year was \$45. Includes a perch roll lunch.

4.7.2. For next agenda, bonspiel set up (which ones needs more than one day, for ex. Business bonspiel on Nov 3rd 4th, she would like the Friday and Saturday).

4.7.3. Which bonspiels are members only, which ones are all day etc.

4.7.4. Liz and Aris to send out an email out.

4.7.5. Liz would like to have a competitive bonspiel, members only, people come up with their own teams. For discussion at the next meeting.



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- 4.7.6. Merina to take over turkey bonspiel and will connect with Liz on details.
- 4.8. Bar Changes – Nigel
 - 4.8.1. Lock box behind the bar, each volunteer will get a code. Every bartender will have their own code. We are getting inspected in the next month or so.
- 4.9. League description & Friday night league – Colleen
 - 4.9.1. Maybe Oleg can cap each league online??
- 4.10. Assets – Nigel
 - 4.10.1. There are 4 small air purifiers to find a new home. They will be offered to members first for \$100 each, then if they do not sell Nigel will post for a community member to have.

5. Action List

Action	Members Involved	Actions Taken/Date Completed
New Sheets	Ice Chair	By end of 2023 Season

6.

7. Adjournment

- 7.1. Motion to adjourn the meeting made by Nigel at 8:50pm seconded by James.
- 8. Next meeting is October 11th at 6:30pm.



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Appendix 1

Treasurer Update as of September 8, 2023

Bank of Montreal

Main Account

Current Balance	\$	34,451.02	
ADD: RECEIVABLES	\$	4,716.39	
LESS: O/S DEDUCTIONS			
	\$	646.36	Cheque 002020 Canada Curling Stones
	\$	2,203.50	Cheque 002021 Stat Net
	\$	77.95	Cheque 002023 Nigel - Beer Store
	\$	281.83	Cheque 002024 Liz - re: Scotch Tasting
	\$	248.00	Christophe Rochwell
	\$	3,457.64	
Account Balance	\$	35,709.77	
Upcoming Expenses			
Jet Ice	\$	1,670.19	To be paid once Bruce confirms tanks have arrived
Enbridge	\$	-	Has a credit of (\$15.77) so next Enbridge bill will be deducted October 12, 2023
Hydro One	\$	44.26	Bill September 1st - Automatic deduction September 21, 2023
Hydro One	\$	252.94	Bill September 1st - Automatic deduction September 21, 2023
Cogeco	\$	107.17	Bill September 2nd - Automatic Deduction September 16, 2023
BMO Mastercard	\$	1,317.65	As of today approximately- to be withdrawn October 4, 2023
Clean Home Professionals	\$	339.00	To be deducted September 25, 2023
Hendersons	\$	120.49	Due to date at end of month
TOTAL UPCOMING EXPENSES	\$	3,851.70	
PROJECTED CHEQUING ACCOUNT BALANCE INCLUDING UPCOMING EXPENSES	\$	31,858.07	
Bar Account Balance	\$	12,897.50	

Additional upcoming expenses may also include the doors depending on upcoming meeting.



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Dwyer Glass Ltd.

1415 Rosarount Avenue, Cornwall, Ontario K6J 3E5
 613 932-8568
 Fax: 613 932-5481

TELECOPIER TRANSMITTAL RECORD

TO: LANCASTER CURLING CLUB
 ATTENTION: LIZ Mc CORNICK
 FROM: ANDY MACDONELL

This Document Consists of 2 Page(s)
 (Including our cover sheet)

LIZ QUOTATION: TWO ENTRANCES FROM ICE SURFACE - ENTRANCE - EXIT

CLEAR ANODIZED ALUMINUM
 REMOVE EXISTING INSTAL NEW
 THERMO GLAZED
 THERMO - BROKEN FRAME
 AND DOOR
 ALL TRIMS INCLUDED

PRICE PER DOOR
 INSTALLED
 \$ 5850.00
 PLUS HST.

THERMO - SHAPED
 BUDGET PRICE PER THERMO
 \$ 2500.00

*Thank you
 Andy*



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3909 County Rd 45, ALEXANDRIA, ON
KOC 1A0
TEL: (613) 525-4947

www.glengarrywindows.com
lyes@glengarrywindows.com
SOLD TO: The Lancaster & District Curling Club
VENDU A: 13 High Street
ADDRESS: 13 High Street
ADRESSE: 13 High Street
CITY / VILLE: Lancaster, ON
TEL # : 613-347-3129

H.S.T. # R866360357
DATE: Monday, August 14, 2023
Project: _____
DELIVERY TO LIVRE A: _____
CELL # : President - Liz McCormick - 613-930-5390

ESTIMATE

QUANTITY QUANTITE	DESCRIPTION	DIMENSIONS			PRICE PRIX	AMOUNT MONTANT
		THICKNESS EPAISSEUR	WIDTH LARGEUR	HEIGHT HAUTEUR		
ESTIMATE IS VALID FOR 15 DAYS						
1	LOBBY DOOR - Fene-Tech 32" steel insulated door with frame, 22" x 36" clear glass, flat sill (NOTE: door is not standard size) Schlage Lever passage handle in satin nickel colour.				\$ 1,531.53	\$ 1,531.53
	<i>OPTION Proposing re-inforced door with pull handle lobby side & push plate ice side with hydraulic closer</i>				\$ 2,017.50	
1	ICE HOUSE DOOR - Fene-Tech 32" steel insulated door (NO window) with frame flat sill and smooth panel door (NO embossed pattern) Schlage Lever passage handle in satin nickel colour.				\$ 795.00	\$ 795.00
	<i>OPTION Proposing re-inforced door with pull handle ice side & push plate inside with hydraulic closer</i>				\$ 1,221.21	
1	EMERGENCY EXIT DOOR (EAST) - Fene-Tech 36" steel insulated door with frame, no window, smooth panel door, interior panic bar, no exterior handle. <i>NOTE: doors are covered by a 10 year warranty because of a commercial application</i>				\$ 1,825.28	\$ 1,825.28
1	Labour for installation of all three doors, to include removal of old doors, installation of new doors, interior and exterior finishing with disposal of old doors and any other construction material.				\$ 1,985.00	\$ 1,985.00
	<i>NOTE: Glengarry Windows & Doors will not be responsible for any delays by manufacturers, due to shortages of raw materials and work force that can have an affect on delivery dates.</i>					
	ESTIMATE IS VALID FOR 15 DAYS WE ARE FULLY INSURED & W.S.I.B. COMPLIANT Credit card purchases are limited to a maximum of \$2,000.00. A 3% surcharge is applied to balance over maximum limit					
Installations include labor, in some cases, insulation, caulking, exterior capping in aluminum & interior finish.					SUB TOTAL \$ 6,266.71	
If any rot is found when installing it will be addressed at an additional cost of \$95.00/hr plus materials. Customer change requests may delay delivery times. Window dressings must be removed by the customer before installation or \$55.00 charge per window to remove & reinstall will apply. Please be aware that there can be a slight colour difference between a painted product, caulking and aluminum flatstock.					H.S.T. 13% \$ 814.67	
					TOTAL \$ 7,081.38	
					35% DEPOSIT \$ -	
					Balance Due	
<p>GWD Inc. is not responsible for electrical wiring including door bells and alarm systems, plumbing, painting, moving furniture, window washing and customer old storm doors. GWD inc. has the right to call an electrician, plumber or appropriate trades person so that the installation is not delayed and charges will be billed to the customer. I do hereby authorize the above work to be done together with the necessary materials having read the guarantee and conditions of this contract. I acknowledge my indebtedness both individually and as a corporate officer and agree to be personally liable for total amounts owing as per terms and conditions of the contract. <i>Payment terms: 50% deposit when ordering and balance on completion of the installation or the delivery and receipt of goods. A 2% charge will apply to all unpaid accounts over 30 days. All orders must be cancelled within 24 hrs of placing the order. A fee of 20% of the deposit in non-refundable should this contract be cancelled for what ever reason.</i></p>						
CUSTOMER: X				DATE:		
PRINT NAME:				AUTHORIZED BY:		
THIS CONTRACT SHALL NOT BE BINDING ON GWD INC. UNTIL IT HAS BEEN ACKNOWLEDGED AND ACCEPTED BY AN AUTHORISED OFFICER THEREOF.						



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Howard Jakes

From: marc.loiselle@bmrcomwall.ca
Sent: August 1, 2023 6:42 AM
To: Howard Jakes
Subject: Steel door quote (Clendenning)

Hello Howard

Can you quote a steel door with the spec below?

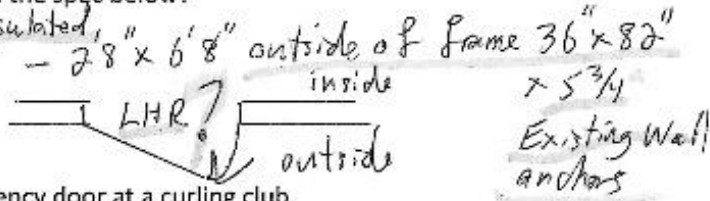
Fire rated door no window *insulated, 2'8" x 6'8" outside of frame 36" x 82"*
 Rough opening is 36" x 82-1/2"

Outside swing LH

Panic bar on inside

No lock on outside

Door is being used as an emergency door at a curling club.



Marc Loiselle
 Builder & Project Sales
 Perkins Home Centre Ltd.
 O/A BMR Cornwall
 1100 Marleau Avenue
 Cornwall, Ontario K6H 2W8
 T : (613) 938-3300
 F : (613) 938-9693



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*add hinges
 closer*

I have assumed this is exterior

threshold, sweep and weatherstrip

Net lot



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Appendix 3

Job Title	Job Description	Person Responsible
Furnace Filter	Change the Furnace Filter in the basement	House Chair
Fire Extinguisher	Fire extinguishers should be inspected to ensure they meet the requirements	House Chair
Snow Removal	Collect quotes for the snow removal for the winter	House Chair
Sump Pump	Check Filter in Sump Pump & Clean if necessary	House Chair
Dehumidifier	Check the dehumidifier in basement and ensure is draining properly	House Chair
Garbage	Garbage Collection is Thursday's. Ensure the Garbage and Recycling is ready at the roadside each week.	House Chair
Cleaning Supplies	Inventory of cleaning supplies and create an order. (Toilet paper, Papertowel, Kleenex, garbage and recycling bags, hand dispenser soap, etc.)	House Chair
Price List	Update the bar price list in the system and the menu screen	Bar Chair
Weekly Bar Deposit	Conduct a weekly deposit of the cash in the cash register. Print out a report of the week and ensure the cash register balances. Place Deposit in the Safe.	Bar Chair
Cogeco	Re-Connect Cogeco TV Service	House Chair
Convenors	Recruit convenors for the various leagues and educate convenors on their expectations and roles.	Match Chair
Membership	Notify membership of registration timelines	Membership Chair
Wine and Cheese	Promote wine and cheese event	Vice-President
Furniture	Ensure all Furniture is placed back in its proper space from storage	House Chair
Calendar	Create a calendar of events	Match Chair
Resilience Grant	https://www.otf.ca/our-grants/resilient-communities-fund	



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Appendix 4

Date	Event
Oct 7, 2023 - Oct 8, 2023	Competition Coach / Entraîneur de compétition <i>Club de Curling Buckingham Curling Club, Gatineau QC</i>
Oct 14, 2023	Adult Learn to Curl Train the Trainer - Pembroke CC, Oct 14 <i>Pembroke Curling Centre, Pembroke ON</i>
Oct 14, 2023	Assistant Ice Tech - Gananoque CC, Oct 14 <i>Gananoque Curling Club, Gananoque ON</i>
Oct 14, 2023	Club Coach Youth Course - Oct. 14, 2023 <i>Almonte Curling Club, Almonte ON</i>
Oct 20, 2023 - Oct 21, 2023	Club Coach Workshop - Prescott CC, Oct 21-22 <i>Prescott Curling Centre, Prescott ON</i>