



# Lancaster & District Curling Club Meeting Minutes

## September 10, 2024 Regular Scheduled Board Meeting

### 1. Meeting Opening

#### 1.1. Call to Order.

1.1.1. Nigel called to order the meeting at 6:33 pm.

1.1.2. Present: Leanne Dumoulin, Nigel Carlisle, Lynne Hurtubise, Alain Bellefeuille, Merina Mrzena, Heidi Gauthier, Linda Sinfield, Oleg Rumiancev, Shannon Rolin, Liz McCormick, Aris Jiujiias

1.1.3. Regrets:

1.1.4. Late arrival: None

### 2. Treasurer Report

#### 2.1. Treasurer Report - Heidi - [Appendix 1](#)

2.1.1. The President and Treasurer will be meeting this week to move the money where it belongs.

2.1.2. There are the big expenses we were expecting that finally came in and the board has provided Heidi with all current expenses.

2.1.3. We are expecting an influx of payments for these upcoming memberships.

### 3. Updates:

#### 3.1. Wine and Cheese - Alain

3.1.1. Reminder that we will be looking for volunteers closer to the date (Sept 27th).

3.1.2. We are completely stocked up for wine.

3.1.3. Nicole is now the one organizing the bartenders, and she has sent out a call out for volunteers.

#### 3.2. OVCA AGM and Curl On AGM - Nigel

3.2.1. Coming up on the 23rd of September, Shannon and Nigel will be attending.

3.2.2. Curl On AGM Nigel and Alain will be attending, and will be leaving on Friday Sept 27th and continuing their adventure the Saturday.

#### 3.3. House Updates - Shannon

3.3.1. There are three new doors added in by FGC, they did a great job.

3.3.2. Bruce has got the Brine Pump functional but it is not at 100% yet.

3.3.3. Dehumidifier has to be put off because the contact is not returning phone calls.

3.3.4. Ladies changing room is still in the process of painting.

3.3.5. The floors are being done on the 19th of September so as of the 18th all items need to be off the floor. No one is to be on the floors for two days after.

3.3.6. The new carpet has been installed and Shannon did the mouldings.

3.3.7. Furnace was done by Baker and it is functioning well.

3.3.8. Shannon will be addressing the weeds behind the building



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- 3.3.9. There is a new cleaner starting with the curling club. Once the schedule is made it will be made aware to the board members. Shannon will update.
- 3.3.10. The Pickle ball tape has left very dark lines on the grounds and Bruce thinks it might show through onto the Ice. It might have to be cleaned professionally and will cost extra. Shannon is estimating that it might be \$200. Shannon suggested we could potentially paint the concrete but if that is done then there is no pickleball.
- 3.4. Doors and keys - Nigel & Alain
  - 3.4.1. There are new locks on the doors and the board members got a key for the place that they require access to.
  - 3.4.2. The ice doors can now be locked to ensure that rentals cannot access those locations.
  - 3.4.3. The main ice door now opens from the opposite side which allows for a cleaner look with the shoe brush being right beside the plug outlet.
  - 3.4.4. In the near future, we are hoping to add automatic door closer to the ice doors.
- 3.5. Lottery License Information Night- Nigel
  - 3.5.1. Next Thursday, it is an open invitation and encouraged for all to attend.
- 3.6. DirectorSpiel - Nigel
  - 3.6.1. Event date is Nov 16th. We can put two teams in. Each team has a 2 game guarantor. \$40 entry per person. Lunch and drink ticket included in the price. Maxville, Alexandria and Cornwall were invited.
  - 3.6.2. It is an opportunity for us to socialize with our sister clubs and get to know the other board members and pick their brains.
  - 3.6.3. Liz has volunteered to make Tomato soup that day. Grilled cheese will also be offered and dessert will be made.
- 3.7. Current Website Preparedness update - Oleg
  - 3.7.1. Oleg has been working on updating the membership forms.
  - 3.7.2. Oleg has cleaned up and set up the convenor pages so they are ready to go.
  - 3.7.3. Oleg will update the calendar on the website as well.

#### **4. Matters for Decisions:**

- 4.1.
  - 4.1.1.

#### **5. Matters for Discussion:**

- 5.1. Recreation Grant - Nigel
  - 5.1.1. Nigel has been creating RFP for the renovation on the main level of the curling club to become more accessible and ensure the club is structurally sound to ensure we have a space for the next 50+ years. During the initial research it was determined that the curling club was a prime candidate for this funding, but once we attended



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the provincial information session we found out that we have to foot the bill for 30%. We would be required to spend \$64,000 for the project.

5.1.2. The main RFP's currently: RFP for architect, Electrical on the main floor, Plumbing.

5.1.3. We had to have a minimum total cost of \$215,000. Minimum they will contribute is \$150,000. We are then including the scope to include the ice shed, ideally to increase the energy efficiency.

5.1.4. Building longevity, accessibility are the two main categories for the criteria. Both projects meet the criteria.

5.1.5. Next step is to have a contractor open house next week, proposals in by Oct 1st and then submitted by Oct 29 2024

5.1.6. The board decided that we can not make this financial decision without the input from the members. During the month of October we will be holding a financial presentation to the members, at this time this issue will be discussed with the members.

5.2. Mens Changeroom - Nigel

5.2.1. Goal was to get both changerooms done this summer.

5.2.2. The mens changeroom will not be painted (unless there is a volunteer) to do that this week before everything gets put back.

5.3. Calendar of events 2024-2025 Season - Aris

5.3.1. There will be 5 draws this season.

5.3.2. Swing and sweep will be organized by Aris. Oct 19th will be that day. There will be a lunch TBD what and who is making it.

5.4. Weds Night pat lid League - Aris

5.4.1. Most convenors are happy to continue their rolls.

#### 6. Action List

Action	Members Involved	Actions Taken/Date Completed
New Sheets Quote	Ice Chair	By December 2024
Uploading PDF meeting minutes	Director of Online Presence	Monthly
Restocking First aid	House	Monthly
Picture on the wall	Liz	To put the picture up before wine and cheese



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#### 7. **Adjournment**

- 7.1. Motion to adjourn the meeting made by Leanne at 8:15 pm seconded Oleg.
8. Next meeting is **October 09** at 6:30pm.



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Treasurer Report

## Treasurer Update as of September 10, 2024

### Bank of Montreal

#### Main Account

Current Balance	\$	6,311.84
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Bar Account Balance to be added to  
chequing account this week

\$	12,397.50
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Total funds available

\$	18,709.34
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ADD: RECEIVABLES

\$	2,533.60
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#### LESS: O/S DEDUCTIONS for CHEQUES THIS WEEK

Baker Heating	\$	248.60	Cheq. 002118
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Franklin General Contracting	\$	4,309.54	Cheq. 002117
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Richard Ranger	\$	1,036.21	Cheq. 002119
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BMR	\$	46.60	e transfer
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BMR	\$	159.27	e transfer
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Alain Bellefeuille - Curl On	\$	67.79	e transfer
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\$	5,868.01
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Funds Available

\$	12,841.33
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Upcoming Expenses

Clean Home Professional	\$	610.20	Due end of month
Township of South Glengarry - Water	\$	157.86	To be deducted September 15, 2024
Cogeco	\$	118.47	Bill September 2nd - Automatic deduction October 1, 2024
Hydro One	\$	513.65	Bill September 3rd - Automatic deduction September 23, 2024
Hydro One	\$	108.54	Bill September 3rd - Automatic deduction September 23, 2024
Enbridge	\$	172.91	Bill Aug. 26th - Automatic deduction September 16, 2024
BMO Mastercard	\$	391.93	As of today approximately- to be withdrawn October 5, 2024 (\$1189.76 less fraudulent charges \$797.83)
Township of South Glengarry - Final Taxes	\$	754.00	Pre-authorized payment October 31, 2024
<b>TOTAL UPCOMING EXPENSES</b>	<b>\$</b>	<b><u>2,827.56</u></b>	

**PROJECTED CHEQUING ACCOUNT  
BALANCE INCLUDING UPCOMING  
EXPENSES**

**\$ 10,013.77**

**Additional account required for  
Lottery transactions**

**\$ 500.00**

### LDCC - Calendar of Events 2024-25

DATE	EVENT	ORGANIZER
September 13 <sup>th</sup> , 2024	Murder Mystery Dinner	Crystal Seguin
September 15 <sup>th</sup> , 2024	Golf Tournament	Lynne



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September 27, 2024	Wine & Cheese	Alain
Draw #1 – October 15 <sup>th</sup> to November 17 <sup>th</sup>		
October 19, 2024	Swing & Sweep	Aris & Bill
October 26, 2024	Development Session	
November 2, 2024	Jacks Pub??	
November 8 & 9, 2024	Char-Lan Bonspiel	Ali McLeod & Kelsey MacDonald
November 16, 2024	Directors Bonspiel	Nigel Carlisle
Draw #2 – November 18 <sup>th</sup> to December 23 <sup>rd</sup>		
November 23, 2024	Turkey Bonspiel	Merina Mrzena
November 30, 2024	New Curler Invitational	Leanne Dumoulin
December 7, 2024	Try Curl	Board of Directors
December 14, 2024	RENTAL	
December 21, 2024	Learn to Curl Bonspiel	Marianne Ewence (?)



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CHRISTMAS SHUT DOWN – December 24<sup>th</sup> to January 5<sup>th</sup>

Draw #3 – January 6<sup>th</sup> to February 9<sup>th</sup>

January 4, 2025	PRIVATE RENTAL	
January 10 & 11, 2025	Business Bonspiel	Lynne Hurtubise
January 18, 2025	Skipping Clinic	
January 21, 2025	OVCA Ladies	Shannon Rolin
January 25, 2025	“Fun” Bonspiel (?)	TBD Geoff?
February 1, 2025	Glengarry Cup Qualifier	Alain

Draw #4 – February 10<sup>th</sup> to March 16<sup>th</sup>

February 8, 2025	Kirsty MacLeod Bonspiel (?)	Shannon? Lydia? Liz?
February 15, 2025		
February 22, 2025		
February 27/28 & March 1, 2025	Coleman Bonspiel (Farmers)	Heidi





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March 8, 2025	Maintenance	
March 9 <sup>th</sup> & 15, 2025	St. Patrick's Day Bonspiel	James Doonan
Draw #5 – March 17 <sup>th</sup> to April 11 <sup>th</sup>		
March 22, 2025		
March 29, 2025	Seniors (?)	Claude Cuerrier
April 12, 2025	Year End Bonspiel	Board
ICE OUT April 13 <sup>th</sup> 2025		
May 3, 2025	End of Year Party	Alain
TBD	Interclub (?)	Claude Cuerrier



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#### Monthly Tasks

Job Title	Job Description	Person Responsible	Date Completed
Furnace Filter	Change the Furnace Filter in the basement	Director of Operations	
Fire Extinguisher	Fire extinguishers should be inspected to ensure they meet the requirements	Director of Operations	
Snow Removal	Collect quotes for the snow removal for the winter	Director of Operations	
Sump Pump	Check Filter in Sump Pump & Clean if necessary	Director of Operations	
Dehumidifier	Check the dehumidifier in basement and ensure is draining properly	Director of Operations	
Garbage	Garbage Collection is Thursday's. Ensure the Garbage and Recycling is ready at the roadside each week.	Director of Operations	
Cleaning Supplies	Inventory of cleaning supplies and create an order. (Toilet paper, Papertowel, Kleenex, garbage and recycling bags, hand dispenser soap, etc.)	Director of Operations	
Price List	Update the bar price list in the system and the menu screen	Director of Food & Beverage - Bar Manager	
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.	Director of Food & Beverage - Bar Manager	
Cogeco	Re-Connect Cogeco TV Service	Director of Operations	
Convenors	Recruit convenors for the various leagues and educate convenors on their	Director of Curling	



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	expectations and roles.		
Membership	Notify membership of registration timelines	Director of Membership & Development	
Wine and Cheese	Promote wine and cheese event	Vice-President	
Furniture	Ensure all Furniture is placed back in its proper space from storage	Director of Operations	
Calendar	Create a calendar of events	Director of Curling	
Resilience Grant	<a href="https://www.otf.ca/our-grants/resilient-communities-fund">https://www.otf.ca/our-grants/resilient-communities-fund</a>	Director of Fundraising & Sponsorship	
Billing of advertisers	Review advertisers and advise treasurer to send out invoices for payment	Director of Fundraising & Sponsorship	