



## Lancaster & District Curling Club Meeting Minutes

### November 08, 2023 Regular Scheduled Board Meeting

#### 1. Meeting Opening

##### 1.1. Call to Order.

1.1.1. Liz called to order the meeting at 6:00pm.

1.1.2. Present: Leanne Dumoulin, Colleen MacCulloch, Alain Bellefeuille, Nigel Carlisle, Lynn Hurtubise, Aris J, Merina Mrzena, Heidi Gauthier, Linda Sinfield, Eugene Belengario

1.1.3. Regrets: James Doonan,

Motioned by Aris to Approve October 11<sup>th</sup> minutes. Seconded by Alain.

##### 1.2. Additions to Agenda

#### 2. Updates:

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

2.1.1. Waiting on some receivables. There are pending expenses, Hydro has gone up, Cogeco, Reuben has invoiced but not sent a statement. Nigel will follow up with them this week. Insurance is still being decided and should update Heidi by Friday. Bubba will be a social member. At the end of Feb we have to fill out the sheet for \$2 per curler from OVCA. Business bonspiel profit and costs have not been determined at this time.

2.2. Spending tool - James - Appendix 2 - not submitted - Move to next meeting

##### 2.3. Rentals - Nigel

2.3.1. All of December is almost fully booked up. There are 4 people interested for Dec 9th. Feb 17th is a baby shower. Dec 1st - Hall rental gold and silver buying event from 8-5pm. Liz and Lynne to cover until Nigel comes later that day.

##### 2.4. Vice-President Upcoming Year - Nigel

2.4.1. A general reminder to the board about the VP role for the 6 year commitment.

##### 2.5. Ice Tech Update - Alain

2.5.1. Nov 18th is a skipping clinic. Bruce and Kevin do not need to do the ice. Nigel and Liz were provided with a "wish list" which included dehumidifiers. Before new dehumidifiers are issued, an energy audit has to take place.

2.5.2. Training is hoped to be issued in the future. Tim is also able to do pebbling. Aris is building in the schedule more time to do the ice. Bubba has confirmed he will be filling in from Feb 14 - March 13th.

##### 2.6. Doubles update - Liz

2.6.1. First doubles day is Saturday. Next is Feb 10th, but will be played by ear. Bruce and Kevin are aware of the schedule.

##### 2.7. L2C Bonspiel update - Liz

2.7.1. Marianna and Bernie who are convenors of the bonspiel want to open up to anyone who have graduated from Learn To Curl. OVCA will be that day to present Bernie's award to him.

##### 2.8. Work/help completed by members - Colleen

2.8.1. No compensation will be issued to members for volunteer work unless there is an invoice issued.



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#### 3. Matters for Decisions:

##### 3.1. Safety Discussion and footwear vote - Liz

3.1.1. Anyone that steps on the ice should have grippers on both feet, broomball shoes or curling shoes. The curling club is prepared to issue grippers for members. Grippers are \$16-\$20 a piece and are sold at cost.

Motion by Liz that the Lancaster and District Curling Club makes mandatory that anyone on all ice surfaces wear regular curling footwear or grippers on both feet over non curling shoes. Seconded by Linda. All in favor

#### 4. Matters for Discussion:

##### 4.1. Belongings in Change Rooms - Nigel

4.1.1. Belongings are continuing to collect in the change rooms. An email to all members will be sent out to request that members remove all their items.

##### 4.2. Waivers - Nigel

4.2.1. Waivers for non-curlers and socials in bonspiels. Nigel is suggesting that Colleen take on this task. Each bonspiel organizer is to make sure that the non members fill out the waiver forms. There is a binder in the office for use.

##### 4.3. Bonspiel Planning Sheet - Nigel

4.3.1. Nigel is offering training for the use of the planning sheet. Nigel is to send an email to Aris to meet with bonspiel convenors.

##### 4.4. Bonspiel Timelines- Nigel

4.4.1. Timelines need to be established. Request for a one week final schedule to be submitted to bar, ice etc. All non board members will be required to meet with Aris and Nigel to educate them on the timelines.

4.4.2. For food: 2 week food purchase by Linda. If Linda is not picking out the food, it'll be 1 week.

##### 4.5. Parnell/Interclub/Senior leagues - Nigel

4.5.1. Parnell -Feb 23rd, Seniors March 5, Interclub March 19th. They should cover the cost of the ice tech. A bartender needs to be onsite, Bartender will get tips for the rental.

##### 4.6. Membership, L2C / League descriptors, printing off spares telephone numbers -Colleen

4.6.1. All membership contacts can be found on the website. Colleen is to create a message to share with members about how to find contacts on the website.

4.6.2. Colleen to print out membership contacts to those who ask.

4.6.3. League descriptors will be moved to the next meeting.

##### 4.7. Website pages, safety first - Colleen

4.7.1. Safety first is on the website. Members are asked to read safety first on the website. If something happens on the ice, please do the following etc.

##### 4.8. Incident Reports - Liz and Nigel



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4.8.1. A member has requested that we issue a training session on how to operate an incident report etc. It should be sent to the president and an ice contact.

4.9. Club Jackets - Liz

4.9.1. Blue, white and black jackets are no longer offered. The board needs to find a new jacket that they approve of so we can offer. Lynne and Liz will work on it.

4.10. Energy Audit - Liz

4.10.1. It is expected as mentioned above in section 2.5.1.

4.11. Township Grants - Liz

4.11.1. Due on Nov 24th. Liz was hoping to focus on the energy audit with the township which is up to \$4,000.

4.11.1. Alain will look into the cost of getting a new dehumidifier using the grant.

4.12. Accessibility Committee Updates -Eugene -[Appendix 3 \(table drop\)](#)

4.12.1. The municipality is monitoring this initiative. Fire chief is looking into the club's issues. We have to make the club accessible.

#### 5. Action List

Action	Members Involved	Actions Taken/Date Completed
New Sheets	Ice Chair	By end of 2023 Season
Uploading PDF meeting minutes	Secretary	Monthly
New Friday Night League Description	Colleen & Aris	Before 2024 Season
Re-stocking First aid	House	TBD

#### 6. November Tasks - [Appendix 2](#)

#### 7. Adjournment

7.1. Motion to adjourn the meeting made by Linda at 7:21pm seconded by Nigel.

8. Next meeting is December 13th at 6:30pm.



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### Appendix 1

Treasurer Update as of November 8, 2023

**Bank of Montreal**

**Main Account**

<b>Current Balance</b>	<b>\$</b>	<b>74,279.20</b>
<b>ADD: RECEIVABLES</b>	<b>\$</b>	<b><u>7,461.65</u></b>
<b>LESS: O/S DEDUCTIONS</b>	\$	200.07 Linda Sinfield
	\$	16.95 Liz McCormick
	<b>\$</b>	<b><u>217.02</u></b>
<b>Account Balance</b>	<b>\$</b>	<b><u>81,523.83</u></b>

Upcoming Expenses

Township South Glengarry- Water/Sewer	\$	184.46	Automatic deduction November 15, 2023
Enbridge	\$	318.50	Bill October 26th - Automatic deduction November 16, 2023
Hydro One	\$	2,120.27	Bill November 3rd - Automatic deduction November 23rd, 2023
Hydro One	\$	839.85	Bill November 2nd - Automatic deduction November 22nd, 2023
Cogeco	\$	281.19	Bill November 2nd - Automatic Deduction November 16, 2023
BMO Mastercard	\$	2,192.77	As of today approximately- to be withdrawn December 4, 2023
Clean Home Professionals	\$	610.20	To be deducted November 21, 2023
Rozon Insurance	\$	10,650.15	Estimate, waiting on actual quote
Goldline		\$2,285.91	To be deducted November 15, 2023
Hendersons	\$	125.11	Due to date at end of month
CurlOn	\$	1,209.10	Due December 31, 2023
<b>TOTAL UPCOMING EXPENSES</b>	<b>\$</b>	<b><u>20,633.05</u></b>	

<b>PROJECTED CHEQUING ACCOUNT BALANCE INCLUDING UPCOMING EXPENSES</b>	<b>\$</b>	<b><u>60,890.78</u></b>
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<b>Bar Account Balance</b>	<b>\$</b>	<b><u>12,897.50</u></b>
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## Lancaster & District Curling Club Meeting Minutes

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#### Appendix 2

##### November Tasks

Job Title	Job Description	Person Responsible	Date Completed
Furnace Filter	Change the Furnace Filter in the basement	House Chair	
Garbage	Garbage Collection is Thursday's. Ensure the Garbage and Recycling is ready at the roadside each week.	House 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	

#### Appendix 3

##### Accessibility Committee Update

20 October 2023

During the 2022-2023 season, the Oakville Curling Club created the Accessibility Committee with the goal of aligning the Club with AODA (Accessibility for Ontarians with Disabilities Act) guidelines for accessible spaces.

This off-season, we underwent a formal assessment of the curling club's accessibility. We are currently reviewing the report and developing a plan to implement modifications to support people with disabilities participation in our community and in our sport. Some of our main goals include:

- Changes to the front parking lot to include accessible parking
- Tactile plates and handrails for creating accessible stairs and walkways
- Building a wheelchair accessible entrance to our building
- Installing a wheelchair accessible lounge for curlers and spectators
- Create a secondary accessible emergency exit from ice level
- Upgrade the lounge washroom to be fully accessible
- Update signage around our club to have braille and raised tactile lettering



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As the Oakville Curling Club is committed to being a world-class leader in our sport, these and other modifications will allow the Club to become a palace where the community can gather and participate in the joys of the sport.

If you have any questions or concerns about the on-going efforts to make the club a more accessible space, you can contact the committee at [accessibility@oakvillecurlingclub.com](mailto:accessibility@oakvillecurlingclub.com).

#### Accessibility Committee

Chair, Bridget Freitas (Weekend Mixed, Youth)

Paralympian, Billy Bridges (Monday Open. Tues Men)

Paul Cameron ( senior Mens, Senators)

Melissa Foster (Wed Night Ladies, Weekend Mixed)

Greg Irwin (Tues Men, Senior Mens, Weekend Mixed)

Mary St.James (Monday Ladies Ladder, Wed Night Ladies, Weekend Mixed)