



# Lancaster & District Curling Club Meeting Minutes

## October 09, 2024 Regular Scheduled Board Meeting

### 1. Meeting Opening

- 1.1. Call to Order.
  - 1.1.1. Nigel called to order the meeting at 6:31pm.
  - 1.1.2. Acknowledgement of Territory.
  - 1.1.3. Present: Leanne Dumoulin, Nigel Carlisle, Alain Bellefeuille, Merina Mrzena, Heidi Gauthier, Oleg Rumiancev, Shannon Rolin, Liz McCormick, Aris Jiujiias
  - 1.1.4. Regrets: Lynne Hurtubise, Linda Sinfield,
  - 1.1.5. Late arrival: None
  - 1.1.1. Motioned by Aris to Approve the August 07th minutes. Seconded by Shannon.
  - 1.1.2. Motioned by Liz to Approve the September 10th minutes. Seconded by Oleg.
  - 1.1.3. Additions to the agenda:
    1. Bonspiel update - Liz
    2. Snow removal company for 24/25 season - Shannon (via email)

### Treasurer Report

2. Treasurer Report - Heidi - [Appendix 1](#)
  - 2.1.1. In a good position financially.
  - 2.1.2. Membership payments are still coming in.
  - 2.1.3. Upcoming expenses are as expected.
  - 2.1.4. Something to note is that Lynne's figures are without HST, Heidi's include HST

### 3. Updates:

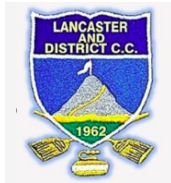
- 3.1. OVCA AGM - Nigel
  - 3.1.1. Funding
    - 3.1.1.1. We finally received the payment for the grant that was applied to in the spring. \$1,300.00
    - 3.1.1.2. There is funding available if the club is looking for financial support for capital projects.
    - 3.1.1.3. Membership Winner - Congratulations to Bernie!
- 3.2. Curling Ontario AGM - Nigel
  - 3.2.1. Networking
    - 3.2.1.1. Great networking amongst different curling clubs took place.
  - 3.2.2. Marketing
    - 3.2.2.1. Great Marketing ideas were shared.
  - 3.2.3. Insurance
    - 3.2.3.1. Alain met with the insurance guy today and will be able to provide us with a new quote next week.
  - 3.2.4. Diversity



## Lancaster & District Curling Club Meeting Minutes

### October 09, 2024 Regular Scheduled Board Meeting

- 3.2.4.1. Nigel attended the presentation on Equity, Diversity and Inclusion. We will be evaluating how our club is represented and welcoming to members of various backgrounds.
- 3.2.5. Ice Making
- 3.2.6. Curling Ontario Branding
  - 3.2.6.1. CURLON no longer exists as the official name, everything is changed to Curling Ontario.
- 3.2.7. Curling Ontario Website & Resources
  - 3.2.7.1. Nigel should be getting access to the resource as the president and will share with the board once it is available. The website will have specific resources for clubs in Ontario and be the portal to access Curling Ontario Resources.
- 3.3. Wine and Cheese - Alain
  - 3.3.1. A huge thank you to everyone who helped clean, bartend, etc for the success of this event.
  - 3.3.2. Rough attendance was about 50 people. We are very happy with the profit for the club.
- 3.4. Facebook Advertising - Nigel
  - 3.4.1. Curl Ontario had a session in which Nigel attended and Nigel had put \$30 of his own money into Facebook advertising and the results show that it had increased our viewing of our page and has theoretically increased our junior membership.
  - 3.4.2. At the start of the advertising we had 2 Junior registrants, at the end of the campaign we reached 12 junior registrations.
- 3.5. Registration numbers in league play - Leanne
  - 3.5.1. There are 42 registered spares
  - 3.5.2. Idea for next meeting - Mixing leagues
  - 3.5.3. Convenors haven't been given the official lists
  - 3.5.4. Leanne is to create a list to then send to Aris to send to the leagues '
  - 3.5.5. Thursday night will be 3 draws instead of two.
  - 3.5.6. 145 total members, not including juniors or learn to curl
- 3.6. Bonspiel update - Liz
  - 3.6.1. Liz wishes to create a physical binder with a planning sheet for all to use with the history of who did it in the past. Liz hopes to have it created for our next meeting.
- 4. Matters for Decisions:**
  - 4.1. Junior Curling - Leanne
    - 4.1.1. After this curling season, Liz wants the learn to curl to move up in time for the next season.



## Lancaster & District Curling Club Meeting Minutes

### October 09, 2024 Regular Scheduled Board Meeting

- 4.1.2. Leanne is making a motion to extend the Junior Curling League with the assumption that they get at least 50% retention. Seconded by Shannon. All approve. Motion passed.
- 4.2. Lottery License - Nigel - [Presentation to the Board](#)
- 4.2.1. In order to have a lottery, there are three things that are needed : Consideration: Fee, Chance and a prize.
- 4.2.2. No more door prizes are allowed .
- 4.2.3. In order to participate, it is mandatory to be a resident of Ontario.
- 4.2.4. See attached [powerpoint](#) for more information.
- 4.2.5. In our bylaw we need to change the wording about the amount for the juniors.
- 4.2.6. There needs to be an official lottery account created for our lottery events.
- 4.2.7. Applications take about 3 weeks to create.
- 4.2.8. There will need to be custom tickets made
- 4.2.9. Motion by Alain to move ahead with implementation of a 50/50 lottery license for the 2024/2025 season. Seconded by Oleg. All in favour, Aris opposed. Motion passed.
- 4.3. Ladies Curling League - Shannon
- 4.3.1. It is less competitive. There are 20 competitions annually.
- 4.3.2. As part of the membership, we would have to remit the \$3 per female.
- 4.3.3. We have until Nov 30th to be able to join.
- 4.3.4. Cornwall is a member. Maxville and Alexandria did not attend.
- 4.3.5. Items will be tabled until the next meeting in November while Shannon asks around during the Tuesday ladies league.
- 4.4. Safe Sport Training - Leanne
- 4.4.1. This is a free 90 minutes long course and can be accessed from this [link](#)
- 4.4.2. It is informative audio and semi interactive quizzes.
- 4.4.3. It covers physical and mental injuries.
- 4.4.4. This is going to be encouraged for the skips next season to take this course.
- 4.4.5. Motion by Leanne to strongly encourage all board members to take the time to do this safe support training course if able, by December 2024 meeting. Seconded by Alain. All in favour. Motion passed.
- 5. Matters for Discussion:**
- 5.1. Operational Updates - Shannon - All items moved from August meeting
- 5.1.1. Discussion of off-season work done by Ice Techs and compensation
- 5.1.1.1. Bruce has completed about 100 hours during the off season. He is requesting \$2,000 in compensation. Kevin has said to include his hours with Bruce's. As a contractor(s) they will be invoicing us as one.
- 5.1.1.2. There will need to be a cap created.



## Lancaster & District Curling Club Meeting Minutes

### October 09, 2024 Regular Scheduled Board Meeting

- 5.1.1.3. This item will be reviewed and proposed at the November meeting giving time for the executives to discuss.
- 5.1.2. New Honing Stone and Truing Stone – Between \$100-\$300
  - 5.1.2.1. This is an expense that Bruce can put on the credit card
- 5.1.3. 24 Amp Volt meter for Ice Scraper – estimate (Bruce)
  - 5.1.3.1. This is an expense that Bruce can put on the credit card
- 5.1.4. HM Digital Inline meter for Jet Ice Pebble Water – cost? (Bruce)
  - 5.1.4.1. This is an expense Bruce can put on the credit card
- 5.1.5. Ice Tech Jackets – Shannon will get a price before the meeting
  - 5.1.5.1. It would be \$150 per person. The only way this item can be approved would be if it is a communal jacket.
- 5.1.6. New Ice Scraper House – estimate for materials (Bruce)
  - 5.1.6.1. Bruce has purchased material under his discretionary fund.
- 5.1.7. [Snow removal contract for 24/25 season - Shannon \(via email\)](#)
  - 5.1.7.1. The quotes attached are for two of the potential snow removal companies for our 24/25 season.
  - 5.1.8.1. Members voted via email poll. All in favour for Patrick Viau for the snow removal shown in the pie chart below.
- 5.2. Club Budget - Nigel
  - 5.2.1. As discussed at a previous board meeting we are going to start the process of determining budgets allocated to each director to make improvements and invest in the curling club.
  - 5.2.2. This will only get completed after the membership is finalized
  - 5.2.3. James created the spending table last year and it has been updated since. The goal is to continue tracking effectively.
- 5.3. Birthday Cards for Members - Merina
  - 5.3.1. The idea is to send members birthday cards signed by the board starting in January, using the birthday they put in the sign up sheet. Postage is \$1.15 plus the cost of a card (could be any or custom).
  - 5.3.2. We could get the schools to submit curling themed birthday cards as a contest? Or to get them involved and that way, each year the cards are different and personalized?
  - 5.3.3. Printing wouldn't cost too much - can get quotes from staples, canva, can also print at home. Would just have to cover the cost of ink and paper.
  - 5.3.4. The members agreed to look at the prices Merina comes up with.

## 6. Action List



## Lancaster & District Curling Club Meeting Minutes

### October 09, 2024 Regular Scheduled Board Meeting

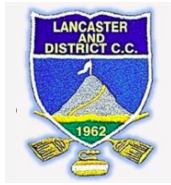
Action	Members Involved	Actions Taken/Date Completed
New Sheets Quote	Ice Chair	By December 2024
Uploading PDF meeting minutes	Director of Online Presence	Monthly
Restocking First aid	House	Monthly
Subcommittee Lists	ALL	November 12th 2024 emailed to President

**7. Adjournment**

7.1. Motion to adjourn the meeting made by Leanne at 8:58 pm seconded by Oleg.

8. Next meeting is **November 13** at 6:30pm.

#### Treasurer Report



# Lancaster & District Curling Club Meeting Minutes

## October 09, 2024 Regular Scheduled Board Meeting

Treasurer Update as of October 9, 2024

**Bank of Montreal**

**Main Account**

Current Balance	\$	60,244.87
Outstanding deposit	\$	1,998.40
<b>Total funds available</b>	<b>\$</b>	<b>62,243.27</b>

**LESS: O/S DEDUCTIONS for CHEQUES THIS WEEK**

StayNet	\$	2,706.33
Hendersons	\$	126.49
Canada Curling Stone Co.	\$	866.71
Nigel - Curl On	\$	167.79
Alain Bellefeuille - Curl On	\$	100.00
	<b>\$</b>	<b>3,967.32</b>
<b>Funds Available</b>	<b>\$</b>	<b>58,275.95</b>

**Upcoming Expenses**

Cogeco	\$	295.88	Bill October 2nd - Automatic deduction October 31, 2024
Hydro One	\$	483.65	Bill October 3rd - Automatic deduction October 22, 2024
Hydro One	\$	108.54	Bill October 3rd - Automatic deduction October 22, 2024
Enbridge	\$	128.28	Bill Sept. 24th - Automatic deduction October 15, 2024
BMO Mastercard	\$	874.17	As of today approximately- to be withdrawn November 5, 2024
Township of South Glengarry - Final Taxes	\$	754.00	Pre-authorized payment October 31, 2024
Insurance	\$	10,000.00	Insurance up for renewal beginning of November, \$10,000 is an approximate
<b>TOTAL UPCOMING EXPENSES</b>	<b>\$</b>	<b>12,644.52</b>	

**PROJECTED CHEQUING ACCOUNT BALANCE INCLUDING UPCOMING EXPENSES**

**\$ 45,631.43**

**LOTTERY BANK ACCOUNT**

**\$ 500.00**

**ADD: RECEIVABLES**

Full Memberships	\$	5,266.49
Junior/Student Memberships	\$	675.00
Social Memberships	\$	55.69
Learn to Curl	\$	600.00
Advertising	\$	13,390.50
Swing & Sweep	\$	1,050.00
<b>Receivables due within 30 days</b>	<b>\$</b>	<b>21,037.68</b>



# Lancaster & District Curling Club Meeting Minutes

## October 09, 2024 Regular Scheduled Board Meeting

### Monthly Tasks

Job Title	Job Description	Person Responsible
Eaves Droughts	Check and clean the eaves droughts around the building	Director of Operations
Garbage	Garbage Collection is Thursday's. Ensure the Garbage and Recycling is ready at the roadside each week.	Director of Operations
Bartenders List	Update the bartenders list and put a copy in the bar manual	Director of Food & Beverage - Bar Manager
Bartenders	Train new bartenders on the operating procedures of our bar	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
Bartenders List	Export SmartServe members to share with the Bar Chair	Director of Membership & Development
Newsletter	Create and Distribute Quarterly Newsletter to members	Secretary
Membership	Distribute league names to convenors	Director of Membership & Development
Payment	Track and report Membership Payments	Director of Membership & Development AND Treasurer
Resilience Grant	<a href="https://www.otf.ca/our-grants/resilient-communities-fund">https://www.otf.ca/our-grants/resilient-communities-fund</a>	Long-Term Development Chair
Score Sheets	Post Score sheets for each league	Director of Curling



## Lancaster & District Curling Club Meeting Minutes

### October 09, 2024 Regular Scheduled Board Meeting

check advertiser signs	update signage information as needed, remove or add, check with Ice person to do work in the ice area. Also update on screen details to make sure details are current in our lobby. Provide updated info for our Website and work on Facebook to note our advertisers also.	Fundraising & Sponsorship Chair
------------------------------	---	------------------------------------





## Lancaster & District Curling Club Meeting Minutes October 09, 2024 Regular Scheduled Board Meeting

### Snow Removal contract for 24/25 season

October 16, 2024

Lancaster and District Curling Club  
Attn: Shannon Rolin  
13 High Street  
Lancaster, ON  
K0C 1N0

#### Seasonal Snow clearing for 2024 / 2025

The parking lot at the Curling Club, would be cleared from snow when required at the seasonal cost of

\$1,035.00 + HST

If an accumulation of snow gets to be too much and it needs to be removed, this could be done at your request for,

Backhoe \$100. + HST per hour

Dump truck \$115 + HST per hour

I understand, keeping the snow away from the North-West corner of the building as the fire Exit is in that corner, and to keep clear the emergency door at the East end of the Curling rink.

Salting or stone chips would be applied by request only and at additional cost .

Thank you for your consideration,

Patrick Viau  
VIAU EXCAVATION LTD.



# Lancaster & District Curling Club Meeting Minutes

## October 09, 2024 Regular Scheduled Board Meeting



Equipment Rental - Septic Systems - Erosion Control - Snow Removal

(Formerly Chrétien Excavation Inc.)

### QUOTATION

19564 Glen Road  
Williamstown, ON K0C 2J0

Sylvain: 613-551-2343  
Patrick: 613-362-5672  
chretienexcavation@gmail.com  
excavation@jackpineequipment.com

SOLD TO	Lancaster & District Curling Club	QUOTATION DATE	October 12, 2024
ADDRESS	13 High Street Lancaster, Ontario		

DESCRIPTION	QUANTITY	UNIT PRICE	AMOUNT	
Snow clearing for entire 2024 - 2025 season			1550	—
Snow removal from site and hauled away - Loader per hr			150hr	—
- Dump truck per hr			125hr	—
*Prices are plus HST -				



# Lancaster & District Curling Club Meeting Minutes

## October 09, 2024 Regular Scheduled Board Meeting

Patrick Viau will be our snow removal company.

### Snow Removal

 [Copy chart](#)

7 responses



- I am in favour of selecting Patrick Viau as our Snow Removal Contractor for 2024-2025 Season
- I am in favour of selecting Jack Pine as our Snow Removal Contractor for 2024-2025 Season

