



# Lancaster & District Curling Club Meeting Minutes

## March 13, 2024 Regular Scheduled Board Meeting

### 1. Meeting Opening

#### 1.1. Call to Order.

1.1.1. Liz called to order the meeting at 5:56 pm.

1.1.2. Present: Leanne Dumoulin, Nigel Carlisle, Lynn Hurtubise, James Doonan, Eugene Belengario, Linda Sinfield, Alain Bellefeuille, Merina Mrzena

1.1.3. Regrets: Aris Jiujiyas, Colleen MacCulloch,

1.1.4. Late arrival: Heidi Gauthier - 6:35 pm

1.1.5. Motioned by Lynne to Approve the February 07th minutes. Seconded by Eugene.

#### 1.2. Additions to Agenda

1.2.1. Claude's bonspiels - Liz

1.2.2. AGM date - June 12th, 2024 7:00 pm then first Board meeting of 2024-25 on June 19th to determine roles, etc.

1.2.3. Doors - Alain

### 2. Updates:

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

2.1.1. Heidi to send James the transaction list to update the spending tool.

2.2.2. There are quite a few upcoming expenses.

2.2.3. The invoice from Shawn Robertson Refrigeration for the fix of the fridge will be sent over shortly.

#### 2.2. Roles and Responsibilities for the upcoming year - Nigel - [Appendix 6](#)

2.2.1. This is consistent with item 3.1. The suggestion is to reduce member numbers by 1 and add a student.

2.2.2. Propose the creation of our website manager, Directors of curling, and Director of operations roles to be filled.

2.2.3. By the next meeting - all members decide if they will be staying in their role, to allow time to recruit for the vacant positions.

#### 2.3. Policy Review - Nigel

2.3.1. Board members are asked to review and put forth any changes or "edits" to be made to the document to be able to be approved at a future board meeting.

#### 2.4. Energy Audit - Liz

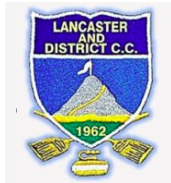
2.4.1. It has been suggested that we do a more in-depth look as the initial look will not be sufficient to determine plans for building improvement.

2.4.2. We will explore options with various providers (eg. Enbridge, James's connections, insurance recommendations).

#### 2.5. AgriSpiel Summary - Heidi - Appendix 7

2.5.1. Nigel read Heidi's summary on her behalf.

2.5.2. The jokes will be pre-arranged for next year.



## Lancaster & District Curling Club Meeting Minutes

### March 13, 2024 Regular Scheduled Board Meeting

- 2.5.3. Any other input to communicate with Heidi.
- 2.6. Williamstown Fair - Liz
  - 2.6.1. The idea is to have an individual person for Saturday and an individual person for Sunday.
  - 2.6.2. The binder that was previously used will become more streamlined. James to take on this project.
  - 2.6.3. Heidi has already spoken to Hendersons about the order of fish.
- 2.7. Doors
  - 2.7.1. The original installer that Alain had lined up does not do industrial installation.
  - 2.7.2. Franklin General Contracting will meet with Nigel on Friday March 15th to provide a quote.
  - 2.7.3. Doors are to be pre-paid for this current year (before April 30th).
  - 2.7.4. Then there will be a vote needed at the next meeting.
- 3. Matters for Decisions:**
  - 3.1. Membership policy review - Nigel
    - 4.1.1. No longer needed.
  - 3.2. Pre-approval for money to be spent - Liz and Nigel
    - 4.2.1. The executives met a couple weeks ago to ensure that we had enough money, and James and Heidi confirmed that we are in good standing financially.
    - 4.2.2. There will be emails going out to board members to vote.
  - 3.3. Spares list (moved from Feb meeting) - Colleen
    - 4.3.1. Colleen was not available to discuss. The board was aware of some of her points and decided to move forward with the discussion to not create a policy around when spares can play.
    - 4.3.2. The board indicated that we will not have a spare policy as it would be too difficult to monitor.
  - 3.4. Fees/Start Dates Junior L2C/ member after L2C - [Appendix 3](#) - Colleen
    - 4.4.1. Given Colleen was not in attendance, Nigel spoke to the document provided by Colleen and discussion was had based on the highlighted sections and notes provided by the Membership Chair.
    - 4.4.2. Recommended pay structure. Specific amounts will be determined after the AGM & with the 2024-25 board members.
    - 4.4.3. Junior program will be a full year for the upcoming year.
    - 4.4.4. \$75 for L2C for the 5th Draw.
  - 3.5. Decision on league descriptions - Colleen
    - 4.5.1. Given Colleen is not in attendance this item has been moved to June meeting
  - 3.6. Refunds - Heidi and Colleen
    - 4.6.1. This item has been addressed in item 3.8



# Lancaster & District Curling Club Meeting Minutes

## March 13, 2024 Regular Scheduled Board Meeting

### 4.7. Parnell, Interclub & Seniors bonspiels

4.7.1. As a board, we had agreed that the ice techs should have been paid \$75 each (3 people).

4.7.2. Discussion about expenses for bonspiels. Heidi and Liz will communicate directly with the Organizer regarding expectations for hosting bonspiels.

4.7.3. See the email on Nov 19, 2023, to the Organizer. (President, Treasurer & Vice-President included on email)

### 4. Action List

Action	Members Involved	Actions Taken/Date Completed
New Sheets Quote	Ice Chair	By end of 2023/2024 Season
Uploading PDF meeting minutes	Colleen	Monthly
Restocking First aid	House	TBD
Rowan's Law information as a direct link on website	Website Team	By March.

### 5. March Tasks - [Appendix 2](#)

### 6. Adjournment

6.1. Motion to adjourn the meeting made by Nigel at 7:46 pm seconded by Leanne.

7. Next meeting is **April 10th** at 6:30pm.

[Appendix 1 - Treasurer Report](#)



# Lancaster & District Curling Club Meeting Minutes

## March 13, 2024 Regular Scheduled Board Meeting

Treasurer Update as of March 13, 2024

Bank of Montreal

Main Account

Current Balance	\$	62,057.28
ADD: RECEIVABLES	\$	3,569.70
LESS: O/S DEDUCTIONS	\$	164.98 Cheq. 002071 Marleau HVAC
	\$	308.00 Cheq. 002073 Linda Sinfeld
	\$	225.18 Cheq. 002074 Hendersons
	\$	1,755.00 Cheq. 002075 Steve Smith
	\$	2,453.16
Account Balance	\$	63,173.82
<u>Upcoming Expenses</u>		
Hell Gauthier		385.08 Agrispel expenses
Marleau HVAC		1546.38 Heat Pump short of refrigerant due to leak. Leak fixed and refrigerant added.
Enbridge	\$	710.14 Bill February 25th - Automatic deduction March 14, 2024
Hydro One	\$	1,603.38 Bill March 1st - Automatic deduction March 21, 2024
Hydro One	\$	1,087.87 Bill March 1st - Automatic deduction March 21, 2024
Cogeco	\$	283.60 Bill February 28th to March 31 - Automatic Deduction April 1, 2024
BMO Mastercard	\$	3,293.68 As of today approximately- to be withdrawn April 4, 2024
TOTAL UPCOMING EXPENSES	\$	8,912.13
PROJECTED CHEQUING ACCOUNT BALANCE INCLUDING UPCOMING EXPENSES	\$	54,261.69
Bar Account Balance	\$	12,897.50

### Appendix 2 - March Tasks

Job Title	Job Description	Person Responsible	Date Completed
Furnace Filter	Change the Furnace Filter in the basement	House Chair	
Gas Meter	Ensure the snow is not covering the gas meter	House Chair	
Garbage	Garbage Collection is Thursdays. Ensure the Garbage and Recycling is ready at the roadside each week.	House Chair	



## Lancaster & District Curling Club Meeting Minutes

### March 13, 2024 Regular Scheduled Board Meeting

Cleaning Supplies	Inventory cleaning supplies and create an order. (Toilet paper, Paper towels, Kleenex, garbage and recycling bags, etc.)	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	
Grass	Obtain quotes for yard maintenance for the summer	House Chair	
Score Sheets	Collect scores from Draw #4	Match Chair	
End of year Party Date	Select a date for the end of year party	Vice-President	
End of year Party	Liquor License, EOHU Notification, Fire Department Notification, OPP Notification	Vice-President	



## Lancaster & District Curling Club Meeting Minutes

### March 13, 2024 Regular Scheduled Board Meeting

#### Appendix 3 - Fees & Start Dates

Junior Program (6-12)	1 Hour - 10 weeks	\$75.00
Junior/Student (in school)	Play / Spare in Regular Leagues	\$75.00
Full Membership	Play/Spare in any League, unlimited	\$353.71 - 5 draws = 70.76 per draw
Learn to Curl	1 Hour - Minimum 8 weeks	100.00 (\$100.00 deducted from Full Membership)
Full Membership after LTC	Average (3) Draws January start	\$253.71 (84.57 per draw)
Full Membership after LTC	If early start (4) draws	\$253.71 (63.43 per draw)
Learn to Curl Pro-Rate	Last (1) Draw of the Season	\$75.00
Learn to Curl Student	1 Hour – 10 weeks	*Decision Needs to be made.

**Notes:** \* At the time they registered, there was no question in the registration form to indicate they were students, some were charged the adult rate, and some not. I have rectified this; it is now in the registration form so the treasurer will know what to invoice once a decision has been made on the fee.

**Adjustments need to be made for the current year.** (One of our students paid the \$100.00 and then \$75.00. I told him there would be an adjustment.)

I communicated with Bernie to see if there were any changes to be made to what we indicate on the information page. He is good with the current with respect to sessions length and start/end dates but he suggested the following additional line added to description. (hi-lighted line).

“Learn to Curl program is geared towards adults who are interested in curling but have never tried it or have curled only a few times. It is an excellent program that teaches the fundamentals of the game, how to play safely and how to master curling skills so that you will feel comfortable integrating into league play. Adults of any age are welcome to enrol in the program.”

My Opinion: Leave description as is (adult) but still accept students up to the number we've decided on.



# Lancaster & District Curling Club Meeting Minutes

## March 13, 2024 Regular Scheduled Board Meeting

Current year data:

1 <sup>st</sup> Session	October 15 <sup>th</sup>	Minimum 8 weeks	December 3rd
<u>Registrations started November 18<sup>th</sup> to January 6<sup>th</sup>. (2) started in Draw 2-(16) in Draw 3-(0) students.</u>			
2 <sup>nd</sup> Session	January 7 <sup>th</sup>	Minimum 8 weeks	February 25 <sup>th</sup> .
<u>Registrations started February 10<sup>th</sup> to February 28<sup>th</sup>. All (7) started Draw 5 March 5th. except for (1) student who started in November.</u>			

My opinion: Looking at fair/consistent: 1<sup>st</sup> session starts Draw 3 (they have their LTC bonspiel and extra lessons from Bernie to ready them to play in the LTC bonspiel in Alexandria. 2<sup>nd</sup> Session \$75.00 one draw. I would ask Bernie if this works, if there is a problem with some who want to play as they take the lessons.

Students: \$75.00 for the LTC, if they continue on, no extra charge. It doesn't make sense to charge them anything lower since the Junior 6-12 is \$75.00

We should track number of students who take the LTC and the number who join afterward. Once I know who they are, I can start the list.



# Lancaster & District Curling Club Meeting Minutes

March 13, 2024 Regular Scheduled Board Meeting

Appendix 4 - Membership Policy

**Policy Name: Membership Policy**

**Version Control: 1**

**Ratification Date: August 9, 2023**

**Review Date: June, 2024**

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## Membership Policy

### PREAMBLE

#### Rational

This policy is to describe the membership programs offered at the Lancaster and District Curling Club (LDCC) and to explain the benefits and restrictions in place for each membership type.

The LDCC and its Members represent a diverse group of curling participants. Participants come from across the region, including rural and urban communities. Participants are competitive curlers and grass roots curlers of all ages and abilities, coaches, ice technicians and officials. Volunteers also play a vital role in the sport of curling.

### PURPOSE

This policy defines the categories of participants, related programs and services provided for those participants and participant fees.

### DEFINITIONS

- a) **Provincial Sport Organization (PSO):** A provincial governing sport body recognized by the Ministry of Heritage, Sport, Tourism and Culture Industries. (MHSTCI). The MHSTCI provides sport funding to the PSO.
- b) **Participant:**
  - i. is an individual who is serviced on an ongoing basis through Lancaster and District Curling Club or Member delivered program, service or activity and pays a membership fee. ("Ongoing basis" means a deliverable provided, or benefit given to members, at regular and multiple intervals. This excludes a one-time event or competition, and the services, benefits or activities that are mandatory requirements of the Ministry's Sport Recognition Policy (i.e. rules; insurance; competition guidelines; Annual General Meetings; communication, including website access; risk management policies; etc.),  
OR;





## Lancaster & District Curling Club Meeting Minutes

### March 13, 2024 Regular Scheduled Board Meeting

- ii. Individuals that paid a fee to register with Lancaster and District Curling Club or a Member, but do not meet the definition in part (a) above  
OR;
  - iii. Athletes that did not pay a membership fee to the Lancaster and District Curling Club but are registered with a member club or affiliated league, organization, club and/or association (as defined in part (a) above).
- c) **Long Term Athlete Development Model (LTAD):** A systematic framework for curling which identifies optimal training, competition and recovery principles and practices for our athletes through sequential stages from childhood through to adulthood. It recognizes there are three distinct streams in curling – the lifetime recreational sport, competitive and performance. Curling refers to their LTAD Model as the [Long Term Curling Development Framework](#).
- d) **Volunteer:** Is an individual who freely gives of their time to undertake a task within Lancaster and District Curling Club or Member delivered program, service or activity.

#### POLICY

1. **Categories** – The Corporation has five Membership Classes.
  - a) Ordinary – An individual who has paid the Ordinary membership dues as determined annually by the board of directors.
  - b) Student – An Individual who has paid the Student membership dues as determined annually by the board of directors.
    - i. A member will qualify for a Student membership rate if they are registered full-time in an elementary, secondary or post-secondary institution.
    - ii. Students in post-secondary institutions will have to provide proof of full-time study to the Membership chair for verification.
  - c) Social – An individual who has paid the Social membership dues as determined annually by the board of directors.
  - d) Life – An individual who has been named as a life member by the resolution of the board of directors and approved at an Annual General Meeting
  - e) Limited – An individual who has paid the Limited membership dues, after a learn to curl program, as determined annually by the board of directors
2. **Participants** - Participant groups include Athlete, Coach, Official, and Ice Technicians. Individuals may be members of more than one participant group.
  - a) **Athlete:** Athletes may be considered (but are not limited to) recreational or competitive.
  - b) **Coach:** The LDCC recognizes coaches from the Competency-Based National Coaching Certification Program (NCCP) System
    - i. Club Coach – Youth
    - ii. Club Coach
    - iii. Competition Introduction Coach
    - iv. Competition Development Coach
    - v. Canada Winter Games Professional Development Training



## Lancaster & District Curling Club Meeting Minutes

### March 13, 2024 Regular Scheduled Board Meeting

vi. Advanced Coaching Diploma

vii. Level 4/5 Certified Coach

c) **Official**

i. Timekeepers

ii. Level 1

iii. Level 2

iv. Level 3

v. Level 4

d) **Ice Technicians**

i. Facility Operator Assistant

ii. Level 1

iii. Level 2

### 3. **Services, Benefits and Activities**

The Lancaster and District Curling Club, through collaboration with its Members, makes available programs and services that provide benefits to participants.

These services, benefits and activities may include but are not limited to;

a) **Athlete Development:**

i. Skill Awards Program

ii. U20 Curling Camps

iii. High Performance Camps

iv. High Performance Support Services

v. High Performance Centre (Mobile)

vi. Access to Expert Support – Mental Performance Trainers, Fitness Trainers, Nutritionists

vii. Learn to Curl Clinics

viii. Clinic Team Services

ix. Youth Challenges

x. Development Camps

xi. Quest for Gold Athlete Assistance Program

xii. Next Gen Program

b) **Coach Development**

i. National Coaching Certification Program Workshops

a) Club Coach: Youth

b) Club Coach

c) Competition Coach

ii. Professional Development Opportunities including but not limited to:

a) Coach Symposium

b) Canada Winter Games Professional Development Module

c) Wheelchair Curling Coach

d) Webinars



## Lancaster & District Curling Club Meeting Minutes

### March 13, 2024 Regular Scheduled Board Meeting

- iii. Coach Developer Training, Certification and Professional Development
  - iv. Adult Learn to Curl Train the Trainer Programs
  - c) **League Play**
    - i. Ordinary, Student, Life members are permitted to play in regular league play with no limitations.
    - ii. Limited members are permitted to play in regular league play with no limitations once they have completed their Learn to Curl Program.
    - iii. Social members are not permitted to play in regular league play.
  - d) **Competitions**
    - i. All membership types are permitted to play in In-House bonspiels and register as a member to take advantage of the reduced registration rate if one applies.
    - ii. Each Member is eligible to provincially sanctioned competitions which contribute to the meaningful development of our athletes and provide access to compete in national events
    - iii. Competitive Events are available for all ages/stages of the LTAD and for athletes with a disability
    - iv. Province wide competitions team selection will be made by the match committee of Lancaster and District Curling Club
  - e) **Officials Training**
    - i. Timekeeper Training
    - ii. Level 1 Official Training
    - iii. Level 2 Official Training
  - f) **Ice Technician Training**
    - i. Facility Operator Assistant Training
    - ii. Level 1 Ice Technician Training
    - iii. Level 2 Ice Technician Training
  - g) **Other**
    - i. Access to programs funded by the MHSTCI
    - ii. Application support when applying for Provincial Grants
    - iii. Feature Articles, newsletters
    - iv. Website Access
4. **Fees**
- a) The LDCC shall collect a membership fee from its Members annually. The fee shall be calculated annually based on the previous year's Membership.
  - b) **Determining Membership Fees**
    - i. Prior to the registration period, the Board of Directors shall review the membership rates for all membership types.
    - ii. The Board of Directors shall acquire the Cost-of-Living Adjustment for the year from the Township of South Glengarry to increase the membership rate by a percentage comparable to that number determined by the Financial Department.



## Lancaster & District Curling Club Meeting Minutes

### March 13, 2024 Regular Scheduled Board Meeting

- iii. The Board of Directors has the option to increase the membership fee by a set dollar amount to account for additional increases in services. This increase should be justified and explained to the members on the increase. (Ex: Insurance increase)
- iv. The Board of Directors should take into consideration any association fees
- v. that will be applied to the members upon registering for a membership with the Lancaster and District Curling Club (i.e. CurlOn Fee, OVCA Fee, etc)

#### 5. Volunteer

Volunteer opportunities exist within Lancaster and District Curling Club or Member delivered programs, services and activities. Including but not limited to;

- Lancaster and District Curling Club – Councillors
- OVCA – Board of Directors
- CurlION – Board of Directors
- Ad-hoc Committee Participants
- Event organization and delivery

Volunteers will not be charged a participant fee. Fees may be charged for benefits to volunteers (Event admission, Event clothing).



# Lancaster & District Curling Club Meeting Minutes

## March 13, 2024 Regular Scheduled Board Meeting

### Appendix 5 - Broom Design



### Appendix 6 - Roles and Responsibilities

#### ROLES AND RESPONSIBILITIES AS BOARD MEMBERS

##### President

- CEO of the Curling Club
- Preside at all meetings of the club
- Ex officio of all committees
- Perform all other duties performed by CEO
- Communicate with other area presidents to determine events and determine best practices
- Curl-On Representative
- Responsible for all Incident Forms

##### Vice President

- In the absence of the president, take on all tasks that the President would traditionally do.
- Retrieve curling club voice mail messages, follow-up and forward on to appropriate board member
- Rentals
- Chair the Glengarry Cup Match Committees
- Chair of the Social Committee
  - AGM
  - Wine and Cheese
  - Closing Party

##### Treasurer

- Shall control the deposit of money to the credit of the club
- Will submit all accounts payable to the board of directors or executive committee for payment approval
  - May pay some bills prior to presentation if they are to be considered just and reasonable



## Lancaster & District Curling Club Meeting Minutes

### March 13, 2024 Regular Scheduled Board Meeting

- Maintain and have custody of all books of account and the financial records of the club
- Provide to the auditor such financial records as may be required to perform the annual audit
- Provide financial statements at each meeting to the board of directors

#### **Secretary**

- Take Meeting Minutes
  - Forward unapproved minutes to board 5 days prior to meeting
  - Keep hard copy in Club Office
  - Forward Electronic copy to Website Administrator to upload on the website
- Manage the Secretary e-mail account
  - Board Member Email List
  - Recovery email for all other Board Email Addresses
    - § ldccbar@gmail.com
    - § treasurerldcc@gmail.com
    - § membershipplancastercurling@gmail.com
    - § curlingads@gmail.com
    - § Ldccicetechs@gmail.com
    - §
- Compose a Monthly newsletter
- Update the Ontario Business Registry\*\*
- Communication to members
- Notice to members about board meetings
- Oversee the Publicity Committee
  - Assist in the preparation of newsletters, emails to membership
  - Post relevant current material and maintain Curling Club bulletin board
  - File minutes in Office Minute Binder
  - File other important documentation into office binders

#### **Past President**

- Special Short-Term Projects



# Lancaster & District Curling Club Meeting Minutes

March 13, 2024 Regular Scheduled Board Meeting

## Director of Online Presence

- Oversee website Committee Members
- Design and develop web pages
- Create and maintain WordPress forms and export data to excel spreadsheets.
- Upload Board meeting minutes, membership list, newsletters, photos
- Upload draw schedules
- Table draw winners
- Promote Advertising sponsors
- Manage the Facebook Page
- Keep online membership list accurate and update when necessary
- 

## Director of Curling & Development

- 1. Oversee League Play**
  - a. Ensure commitment of conveners to prepare and oversee the schedule for each Draw
  - b. Recruit new conveners where vacancies exist
  - c. Educate new conveners regarding the expectations of their role
  - d. Communicate information from Board members that pertains to the administration of each draw.
  - e. Coordinate and collect the scores of each draw
  - f. Maintain a schedule of all Bonspiels that are publicly posted
- 2. Oversee Bonspiels**
  - a. Assist bonspiel organizers
  - b. Ensure bonspiel organizers complete the bonspiel Proposal document before bonspiel
  - c. Review Bonspiel Planning Document After Bonspiel is done and presented at the next board meeting.
- 3. Oversee Learn to Curl**
- 4. Oversee Junior Program**



## Lancaster & District Curling Club Meeting Minutes

March 13, 2024 Regular Scheduled Board Meeting

### Director of Food and Beverage Operations

#### **Kitchen**

- MUST BE SAFE FOOD HANDLING QUALIFIED
- Shall obtain supplies for kitchen
- Will communicate necessary kitchen repairs to house committee
- Organize committee to assist at bonspiels and rentals as required

#### **Bar**

- Train members on opening/closing procedures associated with the Bar
- Keep Smart-Serve Database Up to Date
- Update Opening and Closing Procedures as necessary
- Report to Board on Bar operations
- Communicate with Match Chair or Bonspiel Organizer regularly
- Coordinate Liquor License & Lottery License
- End of year report on stock to the Treasurer by APRIL 30<sup>th</sup>
- Contact for Eco-Lab services
- Oversee the following
  - Bar Manager
    - Arranging Bartenders for Events & Rentals
    - Procuring Bar Supplies
    - Manage the Cash Register Operations
      - § Weekly cash reports and deposits
      - § Special Events reports
      - § Manage Float
      - § Count Tips
    - Ordering Alcohol from appropriate vendors
    - Purchasing Non-Alcoholic items as necessary from Henderson's or other supplier
    - Report Sales to Bar Chair to share at monthly meetings
    - Oversee Bartenders
  - Bartenders
    - Daily Operation of Bar
    - Stocking Fridges
    - Removing Empties from tables, ledges, etc.
    - Placing empties in the proper location





# Lancaster & District Curling Club Meeting Minutes

March 13, 2024 Regular Scheduled Board Meeting

## Director of Operations

- 1. Oversee the Long Term Development Committee**
  - a. Responsible for long-range projects for the club
  - b. Oversee the Project Managers
- 2. Oversee the Ice Committee**
  - a. Communicate with the Ice Facilities Operator regularly
    - i. Bring purchase requests to the board for approval
    - ii. Relay information from the Match Chair to the Ice Operator on when Ice Maintenance is required for regular league play
    - iii. Relay information from the Bonspiel organizer to the Ice Operator on when Ice Maintenance is required.
    - iv. Relay information from the Rental organizer to the Ice Operator on when Ice Maintenance is required.
  - b. Create communication for members regarding ice etiquette
  - c. Keep an updated list of all members who are qualified Ice Operators and what Level they have completed
  - d. Recruit and Arrange to Train new Ice Technicians
- 3. Oversee the House Committee**
  - a. First Aid Kit Inspections and Refilling (Monthly)
  - b. Fire Extinguisher inspection (Monthly)
  - c. Coordinate with Annual AED Maintenance and Inspection
  - d. Coordinate with Annual Fire Extinguisher Maintenance and Inspection
  - e. AED Testing
  - f. Annual Building and Grounds Inspection and Assessment
  - g. Contact for arranging Plumbing Repairs
  - h. Contact for arranging Electrical Repairs
  - i. Furnace Filter Inspection and Replacement
  - j. Air Purifier Filter Replacement (Quarterly)
  - k. Contact for Cogeco Services
  - l. Responsible for weekly Garbage and Recycling
  - m. Responsible for obtaining quotes for annual snow clearing and removal contracts
  - n. Responsible for arranging summer ground maintenance
  - o. Contact for Janitorial Services
  - p. Ensures adequate supplies for Janitorial Services and paper products
  - q. Pest Control



# Lancaster & District Curling Club Meeting Minutes

## March 13, 2024 Regular Scheduled Board Meeting

### Director of Fundraising and Sponsorship

- Advertise Fundraising opportunities within the club
- Grants
  - Trillium
- Advertising
  - Contacting previous advertisers to confirm continued support and forwarding details to the treasurer for billing
  - Gathering information to review our advertising program
  - Advising person responsible for removing signs for those not continuing their support
  - Arranging for new signs

### Director of Membership

- Review and edit registration forms for both regular memberships and learn to curl participants
- Review and edit all waivers, consents, compliances and ensure membership agreement
- Determine the increase in membership fees using the Cost-of-Living Adjustment (COLA)
- Reach out to all members and potential new members when registration opens
- Ensure all members 26 and under complete necessary safety documents, including but not limited to Rowan's Law.
- Communicate with the treasurer during the registration period to ensure payment is received
- Communicate relevant information with the Board of Directors
- Follow up with all email inquiries, and questions, regarding membership
- Provide input into potential ways to increase membership
- OVCA Rep
  - Review and share all relevant OVCA email information to Board Members
  - Update curling club contact list with OVCA

### Youth Representation



## Lancaster & District Curling Club Meeting Minutes

### March 13, 2024 Regular Scheduled Board Meeting

#### Appendix 7 - Coleman MacDonald AgriSpiel Summary

Lancaster & District Culring Club Bonspiel Income and Expense				
Name of Bonspiel	Coleman MacDonald AgriSpiel			
Date	February 29, March 1 & 2			
Start Time	6pm Thursday/Friday and 9am Saturday			
Organizer(s)	Heidi Gauthier			
	Projected	Actual	Expenses	Profits
Number of Teams	18	18		
Entry Fee Per Team	\$ 160.00	\$ 160.00		\$ 2,880.00
Donations		\$ 1,100.00		\$ 1,100.00
Snacks - Thursday & Friday	\$ 75.54	\$ 75.54	\$ 75.54	
Lunch Provided		\$ -		\$ -
Number of Lunches Served	72	Unknown		
Dinner Costs	\$ 500.00	\$ 279.83	\$ 279.83	
Income from Additional Dinners	\$ 30.00	\$ 30.00		\$ 30.00
Left Over Food Purchases		\$ 20.00		\$ 20.00
Prizes	\$ 576.00	\$ 501.70	\$ 501.70	
Bar Sales		\$ 1,242.70		\$ 1,242.70
50/50				\$ 264.50
Ice Fees			\$ 225.00	
Expenses	\$ -	\$ -	\$ 60.00	
<b>Sub Totals</b>			<b>\$ 1,142.07</b>	<b>\$ 5,537.20</b>
<b>Final Total Profit</b>				<b>\$ 4,395.13</b>
NOTE: LUNCH—SOUP, SANDWICHES, DESSERTS WERE DONATED. THERE WERE SO MANY DESSERTS FOR LUNCH THAT DESSERT TRAYS WERE MADE TO GO WITH THE SUPPER AND ONLY 1 INSTEAD OF 2 CAKES WERE NEEDED (LINDA'S IDEA). FOR SUPPER, POTATOES WERE LEFTOVERS.				
THERE WERE ABOUT \$300.00 IN SALES AT THE BAR THAT WERE ON TICKETS THAT DIDN'T GET PAID AND ACCOUNTED FOR UNTIL LATER IN THE WEEK, SO THE BAR SALES WERE PROBABLY APPROXIMATELY \$ 100.00 MORE.				