



Brainerd Lakes Curling Association

Board of Directors Meeting

September 17, 2018

6:00 pm

Club House

Members Present: Dan Nelson, Sara Simon, Mike Williams, Jim Koski, Megan Morgan, Alex Tiffany, Nick Weeks, Janice Oakley, Lynn Hultstrom, Ron Shelito

Absent: Mark Pfeifer

Other Club Members: Dave Bohlander, Toni Czczok, Kelly Sharkey, Geoff Gorvin

Agenda Review: Jim Koski called the meeting to order at 6:00 pm.

Approval of Minutes: The August meeting minutes were reviewed. A MOTION was made to approve the minutes; seconded and passed.

Agenda

I. Call to order / Agenda Review

II. Approval of Minutes from previous meeting – corrections or additions

III. Bonspiel Update – *Toni Czczok*

- Bonspiel flyer has been emailed to all clubs in MN, WI, ND, a couple in SD and some in Canada.
- Will also be snail mailing them to various clubs in early October.
- Bonspiel team has put together a document outlining all bonspiel activities and responsibilities by month – also outlines what the board needs to do when
 - Also a checklist by Bonspiel so coordinators/chairs know what to do and when
- Bonspiel committee will be comprised of all Bonspiel chairs and the board member who serves as liaison.
- Nick has added Bonspiel info to Facebook as well.
- Kelly created a template to be completed by Bonspiel chairs to be provided to Geoff to be posted on the BLCC website.
- Bonselis now have online registration. Cannot pay by credit card though, rather there is a link to PayPal. Or they can mail a check or pay at the door. No more paper form for them to fill out anymore – they must go online to register.
- Within the new Bonspiel section of our website, we can also put pictures (from previous Bonselis)
- 7th Annual Spiel – received feedback from last year about Friday night getting very late (and some then had to be back early on Saturday morning). So the proposal was to have six end games on Friday night so it wouldn't get so late that night. Then do eight ends on Saturday and Sunday.
 - Could we move the times up an hour (do 4, 6, 8 and 10) and keep eight ends? A MOTION was made to do this, seconded and approved.

IV. Treasurer's Report – *Dan Nelson*

- Per Dan's email, utilities need to be reviewed and activated as appropriate for the upcoming season. Mark Pfeifer volunteered to contact those needed.

- Dan will send out the bills for all of the signs out on the ice too.

V. President's Report – *Jim Koski*

- No Updates

VI. Committee Reports: *(Board Liaison)*

Toni and Mary Jo have been continuing to maintain/manage the club email box – they check it regularly and send any messages to the correct individuals. They will continue to do so.

➤ **Membership / League Planning:** *Alex Tiffany*

- League Coordinators
 - Tuesday – Mike Williams
 - Wednesday – Toni C.
 - Thursday – Jenny Krueth
 - Friday – Tom Jones (Nick will confirm with Tom)
 - Sunday (doubles) – Brent G.
- Is the Calendar final and approved? Yes. Send Calendar to Geoff.
 - Goal is to have ice by October 11th.
 - Open Curling on Saturday, October 13th Noon to 3:00 pm
 - Community Open House is October 20th.
 - Rather than looking at starting early if we have ice, if we do have ice we can have a League open house the week of before their League night starts – from 5 to 7:00 pm. Also Monday, October 15th from 5:00 to 7:00 (which is a board meeting)
 - First night of league is October 18th (Ladies night)
 - Doubles first night will be the 28th.
 - Learn to Curl first night will be the 29th.
 - Winter Session – Community Open House is January 5th.
- Registration forms will be emailed out to previous team skips for them to complete and save their spot.
- Toni and team drafted language regarding drop dead payment timeline.
- Deadline for registering is October 12th.
- Review 2018/2019 Registration forms – a few changes that Megan will make.
 - Do we need the signature on the Individual Membership form? Leave it for this year, but next year going online we'll remove it.
 - Identify team contact.
- If a team has a sponsor, the League Coordinators will provide them with a Thank You card and other materials – but it is the team's responsibility to write the Thank You and get the logo, etc.

➤ **Youth / Instructors:** *Alex Tiffany*

- No update

➤ **Ice Making/Building Maintenance:** *Dave Boblander*

- Dave shared his proposed schedule for ice in this year, which gets us ice by October 11th.
- The Ice Team has started the floor prep
- The carpeting is a mess – Jim got a bid from a local firm and they will come next Monday (9/24) to clean carpets.
- Fixing the vent? Jim will talk to the individuals from the Fair Board tomorrow.

➤ **Concessions:** *Ron Shelito*

- Status on the flooring? Mary Jo said that Mike will do it before January and will need one to two helpers.
- We do need to decide if we want to replace all of the flooring, or leave what's there and just cover the rest. Jim will follow up with Mike and Mary Jo on what they are thinking, cost, etc.
- October 13th and the following week is when Concessions will start stocking. So for those first League Open house nights, the bar may not be fully stocked.
- At the retreat Ron had suggested increasing the cost of cocktails for higher end drinks. Do we want to do this?
 - A MOTION was made to raise the price of cocktails to \$5 (regardless of alcohol), was seconded and approved.

➤ **Internet Communications:** *Nick Weeks*

- Add a "Sponsors" tab to the website? Yes we can, but we only got one logo last year. See note above for teams with sponsors to take on responsibility to obtain logos.
- Working on in-ice advertising. Has one sponsor confirmed already. Nick has 3-4 other people interested. Logo size is 6 square feet and will be right outside the Hog Line (facing the window). Need them by October 4th to get in ice.
- Lots of info will be starting up on Facebook in the near future – important to like and share!
- Getting the email list read to go again and things will kick off in the next week or so.

➤ **Events:** *Megan Morgan*

- Review Events Coordinator job description

➤ **Bonspiels:** *Mike Williams*

- Identified the chair and co-chair for all Bonspiels
 - Wine & Chocolate Women's Spiel: Nov 3 & 4
 - Chair: Kelly Sharkey
 - Committee: Lynne Jacobs, Ava Carlson, Julie Boedigheimer
 - 7th Annual Open Bonspiel: Nov 30 & Dec 2
 - Chair: Pat Shelito
 - Co-Chair: Jill Anderson
 - Committee: Ron Shelito, Don Anderson
 - Rock & Beer Open Spiel: Jan 25-27
 - Chair: Toni Czczok
 - Co-Chair: Ginny McDonald
 - Committee: Kerri Erikstrup, Ron Everson, Dusty Nelson
 - Gopher State Women's Bonspiel: Mar 1-3
 - Chair: Toni Czczok
 - Co-Chair: Ginny McDonald
 - Committee: Ladies League Teams (Thursdays)
 - Holden Memorial Bonspiel: Mar 23-24
 - Chair: TBD
 - Co-Chair: TBD
 - Committee: TBD
- We will need someone to do the Holden Spiel this year

➤ **Long Range Planning:** *Lynn Hultstrom*

- No Update

VII. Unfinished Business (items in **Bold** were **not** discussed at September meeting)

- Outstanding items from Board Retreat
 - Status on drill and technique classes – Mike

- Once League starts Mike will talk to some people and get something scheduled.
 - **For the Long-Range Planning committee, at the retreat we had talked about having it be a subset of the board members, plus a few league coordinators. Do we still want to do that? If so, who will start up and coordinate this committee?**
 - Need to determine the process for getting an email communication out – for League Coordinators and others (as only certain members have access to the email addresses/lists) – has this been done?
 - Will be organized once the registrations are in.
 - Online registration – is anyone taking lead on this? We will plan for that next year.
 - **Would be helpful for the Ice team, Concessions and Events individuals to meet at least once a month (perhaps just before the board meeting) to touch base on what’s coming up and ensure everyone is on the same page. Who is coordinating?**
- To Dos from previous meetings
- Determined League Coordinators will be collecting fees for leagues, but they may want to recruit help. Also may be helpful to have people sitting at the front desk League nights that first week (since Coordinators are often playing). Do we need a sign up sheet for volunteers? Or League Coordinators find them?
 - What are the rules around playing without paying? Can they play the first week without paying? What is the cut off?
 - Toni, Mary Jo and Alex drafted the following language which will be included on the registration forms:
 - If a team/individual fees have not been paid by the first night of play, there is a one week grace period for payment to be made (corporate sponsors may request an extension). Any games played after week two where fees are outstanding will be considered a forfeit regardless of the outcome.
 - **How/when are the remaining kitchen items getting resolved?**
 - **Janice suggested the board also submit pictures of all board members to have on the website. Who is taking lead?**
 - **Determine plans for paying Concessions Manager (and any other key positions in the club)**
 - **Dave to work with Ron and Pat on a job description for the Concessions Manager position**
 - Megan to draft a job description for the Events Coordinator position - complete

VIII. New Business

- How are we handling Concessions assignments this year?
 - Continue as we did last year with the League Coordinators putting the schedule together and voluntold teams for Saturdays.
 - We do need better communication (especially for Saturdays) to ensure people know what Open Curling entails, what to do if their team can’t make the day they are assigned.
- Review Volunteer Options Handout – change name to Megan and Janice
- Need someone to review all Website updates needed for new season (e.g. First Timer’s now called Learn to Curl)
 - As we find updates for the Website, send them to Geoff.
- Consider VISTA volunteer program and next steps
- Update to the rules for the Free Guard Zone – everyone approves of Mike’s updates to the rules. This will be covered in the skip meetings at the beginning of the year. Will look at posting on our website as well.
- Skip Meetings:

- New rules (5 guard rule)
- Etiquette
- Bar tabs – must be paid by end of the night
- Volunteering – Bonspiels, open positions, instructor list additions, others
- Sara will send out an outline to the group.
- Community Curling date? Nick will talk to Cash Wise Liquor about it. October 20th from 5:00 to 8:00 pm.
 - Will need volunteers – instructors, concessions
- Level II Training
 - Send out an email to all those who did Level I to gauge their interest.

IX. Announcements:

- Next month: Board Meeting Monday, October 15, 2018 at the BLCA club house.

X. Adjournment

A MOTION was made to adjourn the meeting; seconded and passed. Meeting adjourned at 7:53 pm.