



LCC Board Meeting Minutes

In Person

2025-12-03 @ 5:30 pm



1) Call to Order at 6:45 pm

2) Attendance

Trevor Nichols, President

David Millie, VP

Rose Kuchynski, Past President

Katy Farrow, Secretary

Chris Healy, Treasurer

Sean Burns, Leagues

Lisa Flesher, Sponsorship/Marketing

Ken Stenson, Maintenance

Anita Stenson, Maintenance

Invited:

Randi Lawton

Absent

Gerry Rucchin, Communications director

Jenny Shaw, Member Services

Melissa Neeb, Skills/Development

Mark Flynn

3) Agenda

a) Additions to the Agenda

b) Acceptance of the Agenda

Motion to accept by consensus

4) Acceptance of minutes from October 19th, 2025 meeting. See file at:

https://drive.google.com/file/d/1GL35BUjmSCiuoITDXd-Ky7YJ08HxCran/view?usp=drive_link

Motion to accept by consensus

5) Reports:

a) President – Trevor Nichols

Greetings from the pulpit. During our prior board meeting I was reminded that I had failed to submit a report. The matter had escaped my mind, and I apologize to one and all. This exercise of submitting a report in which I listed my activities and accomplishments and the like is an uncomfortable experience for me. I do not like “tooting my own horn”. The whole idea runs counter to my team based sporting background and also that of my former career. However, at the risk of sounding obnoxious, smug or something of that ilk, I shall begin.

- I will start at an arbitrary point, that being this past off season, I participated in “Ken’s Big Dig”, which occurred in the LCC parking lot. I was also able to recruit several hearty souls to assist. I thank members Mike Cuddy, David Millie and Zach Nichols.

- Also, during this off season, I was able to bring in a new sponsor for the club, that being Harrison and Pensa law firm. Of note, I brought in two sponsors last year, those being London Gold Buyer and Wild Birds Unlimited. Please support all of our sponsors to the best of your abilities.
- Staying with the sponsorship theme, I believe all of you have noticed the ice sheet previously known as “sheet one”. Henceforth, this sheet shall be named the Presidential Sheet. I reached into my own pocket to buy the buttons.
- With the help of Randi Lawton we were able to produce my preseason video which appeared on the website of the LCC.
- I co-convene the Wednesday Daytime social league with Debs Duplan. I also assist my wife, Sherry with the Saturday Night Rocks program.
- Again with the invaluable help from Randi, my initiatives of booking practise ice on line and Bring a Buddy program are now active.
- My out turn seems to be improving.
- With the help of member Gord Duplan and again with the assistance of Randi, we were able to “poach” the Wellsprings Bonspiel from the Highland.
- With the Christmas season upon us, I will be purchasing some gifts cards for some of our more important employees. I did this same act of appreciation last season. (Another reach into my own pocket).
- During my time as VP and now President I have fostered a good relationship with all of our employees. I am very proud of our employees they all seem excellent. Many choose to work at LCC, because of love for the game and/or the club. Nobody, is getting rich working at the LCC. I see a primary role for me is to facilitate as much independence as possible and support them in their roles.
- Between my curling and Presidential responsibilities I find myself at the LCC typically five times a week, if not six or seven times. On days which I curl I will often arrive over an hour before first rock. This is an effort to be available and approachable to any member or employee who wishes to have an “audience” with me.
- I will continue to advocate for much needed upgrades at the LCC. I will continue to lean on Ken and Anita Stenson to help make these plans realities.
- Some initiatives that I am currently working on include but are not limited to :
 - A Partial membership offer for people who can only commit to sparing. Chasing down a possible revenue stream with Smart Web Pros. I am also wondering about the utility of continuing with the Ice Committee.

Sorry, for being so “long winded” and “wordy”. I wonder if anybody actually read through to what is now the end? Let me know.

b) Treasurer - Chris Healy

Operating Performance - Revenue

- Overall membership dues are likely to finish 8% below the forecast.
- Bar sales are pacing slightly off pro-rated forecast, but they have not captured significant sales from bonspiels scheduled for future dates
- Several line items remain difficult to forecast either due to the absence of comparable numbers, or the lumpy nature of revenue recognition.
- From this point forward, final revenue performance will largely depend on future bonspiel and ice rental revenues.
- A very imperfect forecast would place the club at \$475,000, or 91% to target overall.

- Operating Performance - Expenses
 - Expenses lack year over year comparison data, owing to the switchover from Quickbooks to Sage.
 - Some expense classifications have also changed, owing to the switchover and change in primary bookkeeper. This is to be expected.
 - Additional effort will be required to tunnel into the forecasting and year-to-date pacing. Follow-on Actions:
 - Chris will receive a copy of the Quickbooks historical data and piece together data for appropriate forecasting.
 - With support from Kathy Hill, we are also conducting an analysis of the payroll expense over time to form a clearer picture of what baseline expectations should be.

LCC - Operating Revenue & Expense	YTD	CURRENT	% to Target	Notes
Revenue	11/28	YR BUDGET		
Membership Dues	272,457.21	\$299,509	90.97%	** 9% below forecast. Future card sales will add to rever
Capital Fees & Fundraising	29,238.00	\$28,750	101.70%	target met
OCA/OLCA Dues	4,998.00	\$4,935	101.28%	target met
Bar Sales	23,466.74	\$85,484	27.45%	~4% below target
Pro Shop Sales	7,621.81	\$12,823	59.44%	additional forecasting required
Bonspiels	10,244.21	\$15,000	68.29%	additional forecasting required
Club Events+Ladies section	54.53	\$3,500	1.56%	additional forecasting required
Ice Rental	13,296.42	\$30,000	44.32%	additional forecasting required
Advertising Income	9,820.00	\$10,000	98.20%	on target
Locker Rental	8,945.62	\$8,215	108.89%	target exceeded
Interest Earned	5,152.63	\$10,530	48.93%	represents 1/2 of year; will fall slightly below forecast
Donations	5,358.00	\$1,500	357.20%	target exceeded
League rental		\$3,000	N/A	
Other (Misc Income, Credit Card Recovery)	1,922.75	\$3,600	53.41%	forecasting not applicable
Total Income	\$392,576	\$516,845	75.96%	

Current Asset Report

ASSETS	
Current Assets	
1000 - Petty Cash	879.7
1050 - Chequing	316,902.12
1060 - TD Canada Trust Savings	5,260.92
1061 - GIC Chq's Operating	223,845.82
1062 - GIC - Savings	252,817.36

The GICs were renewed for another 90 days with TD. There is ample cash to cover the operating expenses of the club and the expected compressor down payment until the GICs renew, at which point they will be switched to GICs at Libro, as previously discussed.

Updates on Outstanding Items

Switchover to Libro Credit Union

The required documentation has now been assembled, and Executive members should receive requests from Libro in the next 1-2 weeks for the required documents to proceed with setting up signing authorities.

c) League Report – Sean Burns

- Practice Ice has been expanded in the Weekly Curling Schedule to include Evening Practice Ice. This was coordinated with Randi’s Ice Booking System
- Peter Fewster is retiring as the convener of True North Rockers to move to Nova Scotia. He was also a technical resource for our website. Should the board recognize this? [Tracey Frizzell](#) will take over as convener when Peter leaves.
- An idea has been raised to hold an All Stars Bonspiel immediately after Club Playdowns. This would allow ANY 4 LCC members to enter a team, including Mixed/Open teams. A new on-ice plaque should be purchased to record our annual All Star Team. Mounting the new plaque before the entry deadline may increase the number of entries. I propose announcing this in January, with entries being taken throughout February and March. An entry fee could be taken (\$80/team) to help offset costs of the new plaque and keeping the lights on after the Playdowns.

6) Ongoing Business Table

Issue	Action	Time Frame	Responsibility	Notes	Status
Registration status	Down by 30 curlers.		Sean	Are we losing members or are they curling less or in different leagues?	Complete
Board Orientation/ Google Tutorial	Tutorial to be planned for current and new Board members	End of summer but prior to start of season	Gary and Sue Peters Randi?	Tutorial needed for using Google drive and Gmail.	Someone to take lead on this and set a date/time
Background Checks	Needed for volunteers working with youth under 18 Currently, there is not an update to date list or record of PRC’s in the office		Randi	Done by LPC as part of the Child and Youth Safety Policy	Ongoing
Photos of Board members	Photos for posting on TV screens	ASAP	Randi	Board Members are to send Randi photos to post on TVs in LCC	Ongoing
Bring a Buddy	Members can book online to bring a friend to try curling for no charge	25-26 season	Trevor	Non members must complete waiver form found online or at bar	
Security system	Randi is getting quotes (\$3000?)		Randi	Cameras could be monitored on a	Ongoing

				phone, tablet etc	
Bartender travel	Bartenders should regularly submit their travel mileage for reimbursement	ASAP	Randi	Bartenders need to discuss with manager what is consider travel that should be reimbursed	Complete

7. Maintenance

Issue	Action	Time Frame	Responsibility	Notes	Status
Maintenance completed to date	See table: https://docs.google.com/document/d/1u_lvOJVfYlM5ttXzC0Ke9uPA5CyT5XA/edit?usp=sharing&oid=108596587916349830977&rtpof=true&sd=true		Ken and Anita		Ongoing
Replacing Condenser	Mark received quotes from Black and McDonald, CIMCO, and Clauger. All three companies recommended BAC.	ASAP	Mark	Motion from Executive to go to Board recommending that Clauger be used to install condenser, pump and ladder system.	
Scraper batteries	Two batteries are needed for the ice scraper.	ASAP	Mark	Glass lined batteries are \$700 each but have a much longer life span compared to lead acid. Motion to Board to purchase glass lined batteries.	Scraper batteries

8. New Business Table

Issue	Action	Time Frame	Responsibility	Notes	Status
Meeting expenses	How do we meet expenses with declining		Board	Cost controls? Reduce spending to control operating	Ongoing

	enrolment?			costs?	
Treasury Management Policy	See https://drive.google.com/file/d/13291tjm1pgttEbHJGultMugEasL_Tqy3/view?usp=sharing	ASAP	Chris	Motion needed to accept the policy to give the Treasurer more authority and establish guidelines moving forward.	Complete
How do we find and keep members?	What is an acceptable number of members? How have membership numbers changed?		Board	Recognition of long term members? Who are we trying to attract?	Ongoing
Recruit new members	Recruit more high school students and parents Members should recruit friends and neighbours	Keep on agenda for future meetings	Board	Advertise/promote new member initiative for next year. Do we want to be a competitive or rec club???	Ongoing
Data needed on membership	How many are signed up in current leagues?		Dave Randi Jenny	When did people sign up? Demographics?	Ongoing
Changing bank relationship	Change to Libro for banking.		Chris	Switch should be complete by February	Ongoing
Members who only spare	If someone only wants to spare, could they join the club and pay \$250 to just spare for one year.		Trevor	Motion - This would only be applicable for a one year term. The person would then have to pay for a full year membership.	Ongoing
All Star Bonspiel	Bonspiel after playdowns on the Monday night.		Dave Sean	Any competitive team could enter. Would not qualify for zones	

Inclusive, Accessible Club Accreditation	https://curlingontario.ca/safe-inclusive-accessible-club-accreditation/			Motion to investigate the feasibility and cost of adding wheelchair access to the ice so that we can understand the full implications of such an endeavour??	Ongoing
SOP's	All members were sent the most recent SOP's		Katy	Please review and let me know if any changes are necessary.	Ongoing
Sticks and Stones Project	See https://docs.google.com/document/d/1aZuY3bQTQJ_z_dTollgSw2dtrPYKYGT4/edit?usp=sharing&oid=108596587916349830977&rtpof=true&sd=true		Rose	Investigate next year?	Postponed

7) Next meeting for Board will be Thursday, January 29th at 5:00 pm.

8) Adjournment at 8:15 pm. Move by Katy Farrow.

Motions:

1) Moved by David Millie

It is recommended that we accept the quote from Clauger and use this company to purchase and install a new condenser, pump, and ladder system in the spring.

Seconded by Katy Farrow

Vote – All in favour

2) Moved by Katy Farrow

Two new batteries are needed for the scraper. It is proposed that two glass lined batteries be purchased at the cost of \$700 each to replace them. They have a longer shelf life and would therefore be cheaper overall compared to buying lead acid batteries.

Seconded by David Millie

Vote – All in Favour

3) Moved by Chris Healy

I request a motion that the Board adopt the Treasury Management Policy to give the Treasurer more authority and establish guidelines for the future.

Seconded by David Millie

Vote – All in Favour

4) Moved by Dave Millie

A Pilot Project for LCC will offer people who would like to only spare the opportunity to pay \$250 + HST for one year only (prorated for time of year). There would be a cap of 20 people allowed to sign up.

Seconded by Chris Healy