

LONDON CURLING CLUB

BOARD OF DIRECTORS MEETING MINUTES

COMMITTEE:	Board of Directors	MEETING DATE:	August 15, 2022
COMMITTEE CHAIR:	Steve Hobbs	TIME/LOCATION:	7:00 via Zoom
ATTENDEES:	Steve Hobbs Michael Leisinger Gary Peters, Kevin MacDonald Michael Bryson Fay Weiler Lisa Flesher, Bruce Thom, Melissa Neeb, Stacey Farley, Greg Lewis, Manager	REGRETS: Jeanette Walker Tony Francolini Richard Rodgers	

Item	Summary	Action
1.0 Call To Order	Steve called the meeting to order at 7:09.	
2.0 Agenda	Amendments to the: Agenda: add 5.1) Signing authority Motion to accept the Agenda as amended; Mike B , 2 nd Stacey- Carried	
3.0 Minutes June 28th meeting	Correction: Mike Bryson was not in attendance at the meeting. Motion to accept July 25 th minutes as corrected. Moved by Melissa; 2 nd by Michael L. –Carried	
4.0 Staff reports 4.b Managers – Greg Lewis	<p>4.bi): Due to inflation, bar prices, rental charges and registration fees have all been increased with approval from the Executive Committee.</p> <p>4.bii) Website: I was recently informed of a serious issue with our website. It is no longer able to send emails. This has accelerated the need for a new website, one that is more easily maintainable by the office and does not rely on a single person for support and to make updates Convenors will be more hands-on. I have signed up with curlingclubmanager.com and will be working to get this new site up and running by early September. David Stubbins from the Highland has offered to help since he built their new website last summer. The vendor also provides support if required. The cost of this new website is \$525 per year.</p> <p>I've encouraged Peter Fewster to prepare the current system for registration. If, for some reason, we are unable to launch registration with the new system before September 10, we will use the old website and deal with the email problem manually.</p> <p>4.biii): Security System; Insurance company want us to update the security camera system, it wants it to retain the videos for review. Note: it was suggested that we could contact Dave Weber, or retain a security specialist. This item was tabled to the next meeting.</p> <p>4.biv); 2022-23 schedule. Greg reported that a draft of the schedule is on the website. Directors were asked to review it. It can't be finalized until registration.</p> <p>Greg suggested that we consider holding a" Broom and Brews" event monthly as a fun night on a Saturday evening to encourage interest & new members– cost \$25. Use members to coach/assist. Seek offers. Melissa, Mike B., & Greg will look into this further.</p> <p>Greg also suggested that re the high school schedule, we consider offering it as ice time not specifically aimed at preparation for OFSSA .</p>	Melissa, Mike B, Greg
4. Head Ice Tech – Mark Flynn	No report	

Item	Summary	Action																																														
EXECUTIVE REPORTS																																																
4.1 President Steve Hobbs	\Steve reported 4.1.i); Covid 19 policy; Masks, vaccinations are not required. We will go back to normal but will follow what the Health Unit and Curl Ont suggest. 4.1.ii): re meetings on Zoom or live, we will continue having meetings by Zoom and consider having some meetings, for example the December meeting, in person. Greg pointed out that it might be difficult to schedule them live without conflicting with league activities.																																															
4.2 Past President Michael Leisinger	No report																																															
4.3 Vice President Gary Peters	No report																																															
4.4 Treasurer Jeanette Walker	<p style="text-align: center;">Treasurer's Report August 15th, 2022</p> <table style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 60%;">Operating Bank Balance July 31 2022</td> <td style="width: 5%; text-align: center;">-</td> <td style="width: 5%;"></td> <td style="width: 10%; text-align: right;">\$</td> <td style="width: 20%; text-align: right;">209,210.53</td> </tr> <tr> <td>Capital Savings Balance July 31 2022</td> <td style="text-align: center;">-</td> <td></td> <td style="text-align: right;">\$</td> <td style="text-align: right;">11,155.48</td> </tr> <tr> <td>Term Deposits Balance July 31 2022</td> <td style="text-align: center;">-</td> <td></td> <td></td> <td></td> </tr> <tr> <td style="padding-left: 40px;">Operating acct GIC (Oct 12/22)</td> <td></td> <td></td> <td style="text-align: right;">\$</td> <td style="text-align: right;">153,493.51</td> </tr> <tr> <td style="padding-left: 40px;">Capital Savings GIC (Oct 19/22)</td> <td></td> <td></td> <td style="text-align: right;">\$</td> <td style="text-align: right;"><u>383,281.64</u></td> </tr> <tr> <td style="text-align: right; padding-right: 20px;">Total</td> <td></td> <td></td> <td style="text-align: right;">\$</td> <td style="text-align: right;"><u>757,141.16</u></td> </tr> </table> <p>CEBA loan – \$40K due December 31st, 2023 \$ 60,000.00</p> <p>(Note: balance as of April 30th, 2022 - \$840,027.85)</p> <p><u>Comments:</u> The current year budget numbers have been based on a 5% fee increase and a 3% wage increase with membership at 525.</p> <table border="1" style="width: 100%; border-collapse: collapse; margin-top: 10px;"> <thead> <tr> <th style="text-align: left;">Capital Fundraising</th> <th></th> </tr> </thead> <tbody> <tr> <td>2017/2018</td> <td style="text-align: right;">\$ 14,300.00</td> </tr> <tr> <td>2018/2019</td> <td style="text-align: right;">\$ 40,046.00</td> </tr> <tr> <td>Term Deposit Designated</td> <td style="text-align: right;">\$ 253,768.00</td> </tr> <tr> <td>2019/2020</td> <td style="text-align: right;">\$ 33,126.00</td> </tr> <tr> <td>2020/2021</td> <td style="text-align: right;">\$ 25,334.94</td> </tr> <tr> <td>2021/2022</td> <td style="text-align: right;">\$ 21,770.50</td> </tr> <tr> <td>Total to Date</td> <td style="text-align: right;">\$ 388,345.44</td> </tr> </tbody> </table> <p><u>Recommendation:</u> N/A</p>	Operating Bank Balance July 31 2022	-		\$	209,210.53	Capital Savings Balance July 31 2022	-		\$	11,155.48	Term Deposits Balance July 31 2022	-				Operating acct GIC (Oct 12/22)			\$	153,493.51	Capital Savings GIC (Oct 19/22)			\$	<u>383,281.64</u>	Total			\$	<u>757,141.16</u>	Capital Fundraising		2017/2018	\$ 14,300.00	2018/2019	\$ 40,046.00	Term Deposit Designated	\$ 253,768.00	2019/2020	\$ 33,126.00	2020/2021	\$ 25,334.94	2021/2022	\$ 21,770.50	Total to Date	\$ 388,345.44	
Operating Bank Balance July 31 2022	-		\$	209,210.53																																												
Capital Savings Balance July 31 2022	-		\$	11,155.48																																												
Term Deposits Balance July 31 2022	-																																															
Operating acct GIC (Oct 12/22)			\$	153,493.51																																												
Capital Savings GIC (Oct 19/22)			\$	<u>383,281.64</u>																																												
Total			\$	<u>757,141.16</u>																																												
Capital Fundraising																																																
2017/2018	\$ 14,300.00																																															
2018/2019	\$ 40,046.00																																															
Term Deposit Designated	\$ 253,768.00																																															
2019/2020	\$ 33,126.00																																															
2020/2021	\$ 25,334.94																																															
2021/2022	\$ 21,770.50																																															
Total to Date	\$ 388,345.44																																															

Item	Summary	Action																																																																																		
	<p>Government Grants:</p> <table border="1" data-bbox="511 205 1153 525"> <tr><td>Federal Grants - 2019/20</td><td>\$14,469.56</td></tr> <tr><td>Federal Grants - 2020/21</td><td>\$94,288.63</td></tr> <tr><td>Provincial Grants - 2020/21</td><td>\$33,903.58</td></tr> <tr><td>Federal Grants - 2021/22</td><td>\$70,366.62</td></tr> <tr><td>Provincial Grants - 2021/22</td><td>\$40,624.28</td></tr> <tr><td>Federal Grants - 2022/23</td><td>\$6,659.46</td></tr> <tr><td>Provincial Grants - 2022/23</td><td>\$2,315.84</td></tr> <tr><td>Total to date</td><td>\$262,627.97</td></tr> </table> <table border="1" data-bbox="511 615 1523 787"> <thead> <tr> <th>CEBA</th> <th>Loan</th> <th>Forgivable*</th> </tr> </thead> <tbody> <tr><td>Claim 2 – Dec 2020</td><td>\$20,000</td><td>\$10,000</td></tr> <tr><td>Claim 1 – Jun 2020</td><td>\$40,000</td><td>\$10,000</td></tr> <tr><td>TOTAL</td><td>\$60,000</td><td>\$20,000</td></tr> </tbody> </table> <p>*if Repayable column repaid on or before Dec 31/23</p> <table border="1" data-bbox="511 863 1523 1108"> <thead> <tr> <th>CEWS Period</th> <th>CEWS Claim</th> <th></th> </tr> </thead> <tbody> <tr><td>Period 27 - Apr 2022</td><td>\$ 4,481.15</td><td>Rec'd</td></tr> <tr><td>Period 28 - May 2022</td><td>\$ 4,927.09</td><td>Rec'd</td></tr> <tr><td>Less Accrued at Year End Apr 21</td><td>-\$4,481.15</td><td>Reversed</td></tr> <tr><td>TOTAL</td><td>\$4,927.09</td><td></td></tr> </tbody> </table> <table border="1" data-bbox="511 1152 1523 1432"> <thead> <tr> <th>CERS Period</th> <th>CERS Claim</th> <th></th> </tr> </thead> <tbody> <tr><td>Claim 24 - Jan 2022</td><td>\$1,252.00</td><td>Rec'd</td></tr> <tr><td>Claim 25 - Feb 2022</td><td>\$1,759.32</td><td>Rec'd</td></tr> <tr><td>Claim 26 - Mar 2022</td><td>\$1,450.01</td><td>Rec'd</td></tr> <tr><td>Claim 27 - April 2022</td><td>\$713.33</td><td>Rec'd</td></tr> <tr><td>Claim 28 - May 2022</td><td>\$1,019.04</td><td>o/s</td></tr> <tr><td>Less Accrued at Year End Apr 21</td><td>-\$4,461.33</td><td>Reversed</td></tr> <tr><td>TOTAL</td><td>\$1,732.37</td><td></td></tr> </tbody> </table> <table border="1" data-bbox="511 1465 1523 1640"> <thead> <tr> <th>Ontario Small Business Grants</th> <th></th> <th></th> </tr> </thead> <tbody> <tr><td>Energy Cost Grant - Feb 2022</td><td>\$4,911.76</td><td>Rec'd</td></tr> <tr><td>MHSTCI - March 2022</td><td>\$3,417.96</td><td>Rec'd</td></tr> <tr><td>Less Accrued at Year End Apr</td><td>-\$6,013.88</td><td>Reversed</td></tr> <tr><td>TOTAL</td><td>\$2,315.84</td><td></td></tr> </tbody> </table>	Federal Grants - 2019/20	\$14,469.56	Federal Grants - 2020/21	\$94,288.63	Provincial Grants - 2020/21	\$33,903.58	Federal Grants - 2021/22	\$70,366.62	Provincial Grants - 2021/22	\$40,624.28	Federal Grants - 2022/23	\$6,659.46	Provincial Grants - 2022/23	\$2,315.84	Total to date	\$262,627.97	CEBA	Loan	Forgivable*	Claim 2 – Dec 2020	\$20,000	\$10,000	Claim 1 – Jun 2020	\$40,000	\$10,000	TOTAL	\$60,000	\$20,000	CEWS Period	CEWS Claim		Period 27 - Apr 2022	\$ 4,481.15	Rec'd	Period 28 - May 2022	\$ 4,927.09	Rec'd	Less Accrued at Year End Apr 21	-\$4,481.15	Reversed	TOTAL	\$4,927.09		CERS Period	CERS Claim		Claim 24 - Jan 2022	\$1,252.00	Rec'd	Claim 25 - Feb 2022	\$1,759.32	Rec'd	Claim 26 - Mar 2022	\$1,450.01	Rec'd	Claim 27 - April 2022	\$713.33	Rec'd	Claim 28 - May 2022	\$1,019.04	o/s	Less Accrued at Year End Apr 21	-\$4,461.33	Reversed	TOTAL	\$1,732.37		Ontario Small Business Grants			Energy Cost Grant - Feb 2022	\$4,911.76	Rec'd	MHSTCI - March 2022	\$3,417.96	Rec'd	Less Accrued at Year End Apr	-\$6,013.88	Reversed	TOTAL	\$2,315.84		
Federal Grants - 2019/20	\$14,469.56																																																																																			
Federal Grants - 2020/21	\$94,288.63																																																																																			
Provincial Grants - 2020/21	\$33,903.58																																																																																			
Federal Grants - 2021/22	\$70,366.62																																																																																			
Provincial Grants - 2021/22	\$40,624.28																																																																																			
Federal Grants - 2022/23	\$6,659.46																																																																																			
Provincial Grants - 2022/23	\$2,315.84																																																																																			
Total to date	\$262,627.97																																																																																			
CEBA	Loan	Forgivable*																																																																																		
Claim 2 – Dec 2020	\$20,000	\$10,000																																																																																		
Claim 1 – Jun 2020	\$40,000	\$10,000																																																																																		
TOTAL	\$60,000	\$20,000																																																																																		
CEWS Period	CEWS Claim																																																																																			
Period 27 - Apr 2022	\$ 4,481.15	Rec'd																																																																																		
Period 28 - May 2022	\$ 4,927.09	Rec'd																																																																																		
Less Accrued at Year End Apr 21	-\$4,481.15	Reversed																																																																																		
TOTAL	\$4,927.09																																																																																			
CERS Period	CERS Claim																																																																																			
Claim 24 - Jan 2022	\$1,252.00	Rec'd																																																																																		
Claim 25 - Feb 2022	\$1,759.32	Rec'd																																																																																		
Claim 26 - Mar 2022	\$1,450.01	Rec'd																																																																																		
Claim 27 - April 2022	\$713.33	Rec'd																																																																																		
Claim 28 - May 2022	\$1,019.04	o/s																																																																																		
Less Accrued at Year End Apr 21	-\$4,461.33	Reversed																																																																																		
TOTAL	\$1,732.37																																																																																			
Ontario Small Business Grants																																																																																				
Energy Cost Grant - Feb 2022	\$4,911.76	Rec'd																																																																																		
MHSTCI - March 2022	\$3,417.96	Rec'd																																																																																		
Less Accrued at Year End Apr	-\$6,013.88	Reversed																																																																																		
TOTAL	\$2,315.84																																																																																			
4.5 Secretary Fay Weiler	No report																																																																																			
5.0 DIRECTORS' REPORTS																																																																																				
5.1 Communication, Promotion Michael Bryson	Re Rock Talk, Mike will prepare a survey to have sent to the membership re; do they read it, should we continue with the Rock Talk, what would they want in it. Greg will give to Mike the passwords for Club social media accounts – facebook, twitter,																																																																																			

Item	Summary	Action
	Instagram, etc. Mike will coordinate these accounts; he will prepare articles, notices etc for them as well as coordinate with Greg re mass emails etc to membership.	
5.2 Leagues Bruce Thom	No report	
5.3 OCA Tony Francolini	No report.	
5.4 Property Maintenance Kevin MacDonald	No report	
5.5 Member Services Richard Rodgers	No report	
5.6 Skills & Development Melissa Neeb	No report	
5.7 sponsorship/Advertising Lisa Flesher	Lisa is continuing to pursue renewing sponsors.	
5.8 Member at Large Stacey Farley	No report	
6.0 NEW BUSINESS		
6.1 Signing authority	As Michael Leisinger is leaving the Board/Executive effective September we need someone to replace him in the Past President position and as an authorized signer. Kevin MacDonald has agreed to do this.	
7.0 OLD BUSINESS		
7.1 175 th Anniversary	<p>Steve reported: Bruce will contact curlers to fill teams for the exhibition game – mixture of ages, stick, etc. Linda Arthur will prepare snacks; Steve, Gary & Greg will gather items to put on display; Confirmed guests are Peter Fragiskatos, Terance Kernaghan, Curl Ont Exec Director, Ont champions. Steve will organize the banner for the door. Mike B. will notify past members. Steve will make a list of tasks to be done. NOTE: It was decided to move the Open House/Info Night to Monday Sept 12th evening from 6:00 to 8:00.</p> <p>Greg reported: 175th Anniversary in-ice graphics have been ordered and received. Special edition 175th pins (250) have been ordered. Coffee mugs (80) with the 175th logo have been ordered. We also plan to offer shirts for sale to our members.</p> <p>Greg has also ordered new LCC club pins (800) since we ran out last year. This is a new design using our club logo and should last for several years. Thanks, Lisa, for your help to finalize the design and place the order. Re: shirts, Lisa will contact the suppliers to ask how they suggest we handle the ordering/on-line? And to place a small order/get some samples to have some for the Open House</p>	
8.0 NEXT MEETING		
	The next Board meeting will be Sept. 13th at 7:00 p.m. via Zoom. The Sept. thru May meetings will be on the 2 nd Tuesday of the month at 7:00 pm	
9.0 ADJOURNMENT		
	Motion to adjourn – Michael Leisinger; 2 nd Mike B Carried 8:45	

LCC - Operating Revenue May 1, 2022 to July 31, 2022

& Expense	3 MTHS	3 MTHS	%	CURRENT	PRIOR YEAR	%
	to Jul 2022	to Jul 2021	Chan ge	YR BUDGET	2021/20 22 BUDG ET	Chang e
Revenue					217,64	
Membership Dues		13	-100	255,274	234,617	8 -100

Item	Summary						Action
Capital Fees & Fundraising			#DIV/0!	23,375	24,543	18,500	-100
OCA/OLCA Dues			#DIV/0!	8,370	8,527	7,380	-100
Bar Sales	95		#DIV/0!	79,545	59,455	75,000	-100
Pro Shop Sales			#DIV/0!	15,909	12,456	20,000	-100
Bonspiels			#DIV/0!	15,000		0	#DIV/0!
Club Events+Ladies section	1,359		#DIV/0!	2,000	3,944	500	-66
Ice Rental			#DIV/0!	12,000	7,514	10,000	-100
Advertising Income			#DIV/0!	8,500	8,040	8,000	-100
Locker Rental			#DIV/0!	6,563	6,800	5,875	-100
Interest Earned		-3	-100	9,900	1,621	2,000	-100
Government Grants - CEWS Donations	7,956	31,019	-74	28,000	110,991	60,000	-93
		225	-100	1,500	3,358	0	-100
Misc. Income			#DIV/0!	600	500	600	-100
50/50 Revenue (Net)		-120	-100	2,000	1,986	5,000	-100
Total	9,410	31,133	-70	468,536	484,352	430,503	-98
Expenses							
Utilities	7,234	1,981	265	47,172	42,884	50,000	-83
			#DIV/0!				
General Supplies	-71		0!	2,500	2,269	7,200	-103
Ice Maintenance & Repairs	948	1,482	-36	15,000	10,889	21,800	-91
Maintenance & Repairs (Non-Ice)	4,515	4,142	9	20,000	16,879	20,000	-73
Ice Tech/Cleaning Wages	13,269	13,387	-1	82,208	81,866	81,174	-84
			#DIV/0!				
Housekeeping Wages			0!	8,026	7,709	6,750	-100
Office Wages	13,268	13,503	-2	59,967	56,609	59,275	-77
Wages & Payroll Expenses-Other	1,866	1,798	4	11,600	11,639	11,600	-84
Workplace Safety Insurance	379	387	-2	2,800	2,383	2,800	-84
			#DIV/0!				
Bar Wages			0!	18,585	19,322	30,600	-100
Bar Other Purchases	978	262	273	9,000	11,195	6,900	-91
			#DIV/0!				
Bar Equipment & Supplies			0!	2,500	495	1,000	-100
			#DIV/0!				
Bar Liq. & Beer Purchased			0!	27,841	16,473	35,000	-100
			#DIV/0!				
Pro Shop Purchases			0!	11,136	8,600	20,000	-100
			#DIV/0!				
Member Services/Communications			0!	2,000	0	2,000	#DIV/0!
			#DIV/0!				
Promotions Expense			0!	0		0	#DIV/0!
			#DIV/0!				
Advertising Expense			0!	3,500	1,016	500	-100
			#DIV/0!				
Bonspiels Expenses			0!	15,000		0	#DIV/0!
Club Events+ junior+ladies+little	1,429		#DIV/0!	2,000	3,053	500	-53

Item	Summary						Action
rocks			0!				
			#DIV/				
OCA/OLCA Remittances			0!	8,370	7,140	7,380	-100
			#DIV/				#DIV/0
Covid Expenses			0!	0		0	!
Telephone & Internet	407	407	0	2,000	1,641	2,000	-75
Office Expenses	450	836	-46	8,000	3,926	8,000	-89
Bank Charges & C/C Fees	250	122	106	11,600	9,145	11,600	-97
Insurance	4,607	6,817	-32	25,800	19,978	16,900	-77
			#DIV/				
Depreciation			0!	34,000	34,208	31,000	-100
Property Taxes	2,690	2,643	2	13,700	13,380	13,300	-80
			#DIV/				#DIV/0
Skills and development			0!	1,000		0	!
			#DIV/				
Misc Expenses	2,800		0!	2,000	818	2,000	242
Professional & Consul Fees		510	-100	16,000	14,335	12,000	-100
			#DIV/				#DIV/0
Capital Expenses			0!	0		0	!
			#DIV/				#DIV/0
Income Tax Expense			0!	3,950		0	!
						461,27	
<u>Total Expense</u>	55,018	48,277	14	467,255	397,853	9	-86
						-	
<u>Net Profit</u>	-45,608	-17,144	166	1,281	86,500	30,776	-153