

LONDON CURLING CLUB

BOARD OF DIRECTORS MEETING MINUTES

COMMITTEE:	Board of Directors	MEETING DATE:	October 11 th , 2022
COMMITTEE CHAIR:	Steve Hobbs	TIME/LOCATION:	7:00 via Zoom
ATTENDEES:	Steve Hobbs Gary Peters, Jeanette Walker Kevin MacDonald Fay Weiler Melissa Neeb, Richard Rodgers Bruce Thom, Greg Lewis, Manager Mark Flynn, Head Ice Tech.	REGRETS: Michael Bryson, Lisa Flesher	

Item	Summary	Action
1.0 Call To Order	Steve called the meeting to order at 7:03.	
2.0 Agenda	Motion to accept the Agenda as amended; moved Jeanette; 2 nd Fay; Carried	
3.0 Minutes Sept. 13 meeting	Motion to accept Sept13 th minutes as corrected. Moved by Fay; 2 nd Melissa –Carried	
4.0 Reports 4.a) President Steve Hobbs	<p>The 175th Anniversary Open House on October 1 was a good success. I would like to thank all the board members who helped out at the event and made my job a lot easier. The archival material is staying in the second-floor lounge for a while. Many of us had discussions with the politicians from all three levels of government, and we hope their future support can make a new curling facility a reality someday.</p> <p>Note: Mike has posted this on Facebook. Greg will remind members of the souvenirs that are available.</p> <p>We have already had a member with Covid at the club and Greg has sent out yet another reminder of the club's policy: if you are sick or have been exposed to somebody testing positive, STAY HOME!! We will undoubtedly have more cases but need to encourage everyone to take responsibility and minimize the spread within our building. Also, the new bivalent vaccine is now available so everyone please get boosted.</p> <p>Note: Greg will regularly send reminders to the members and post it on the lobby screen re: having the booster, and re: not coming to the Club if not well or if have had contact with someone with Covid.</p> <p>As Fay often reminds us, we are only required to have six Board of Directors meetings each year. I would like to propose that we have meetings every second month until the end of the season. In the intervening months, directors can still submit reports and/or bring up issues that could be dealt with on an ad hoc basis. We will discuss this at our next meeting and see what people think.</p> <p>Note: It was agreed that we would have Board meetings every 2nd month for the remainder of this season.</p>	<p>Greg</p> <p>Greg</p>

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4.b) Manager Greg Lewis	<ul style="list-style-type: none"> • The new website is working fine and members are starting to get used to it and entering their scores online. • We currently have 482 registered curlers. This includes Junior and Social members. • All staff have returned this year. • I've signed a snow clearing contract with the same company who did it last year. The cost is approx. \$800 per month. I reached out to Mike Williams but he was unable to provide a quote again this year. • One item of note for next season. CurlON is now charging their "OCA Fee" themselves when a curler registers to play in a competition. This has caused confusion across the province. Curling clubs used to pay CurlON for each member but now pay an annual fee based on the number of sheets that are installed. (\$500 per sheet) As a result, some members feel they have paid twice, once to LCC and again to CurlON. We've been forced to give some refunds. <p>Note: refunds will be given to members who have paid twice.</p> <p>Clubs still have to collect revenue to offset the per-sheet fee, but really can't call it an OCA Fee any more because CurlON is also collecting that. Instead, I believe we will have to drop the \$18 OCA Fee and increase our membership fees (by \$10?) to cover the per-sheet cost. In the end it will be cheaper for both the club and our members but it will require a change to the registration system.</p> <p>Note: This change in amount will be considered for next season.</p> <ul style="list-style-type: none"> • I have sent a draft email to all board members regarding "Curlondon" and would like to discuss this further at the meeting. This email will go out to all members after the meeting unless there are objections. <p>Moved by Stacey; 2nd by Tony, that we try this on a trial basis for this season. Carried Greg and Richard will organize this.</p> <ul style="list-style-type: none"> • The question was asked about how Directors are to request that an email be circulated to members. It was clarified that these would be arranged thro Greg or Mike. 	<p>Greg, Richard</p>																								
4.c) Head Ice Tech – Mark Flynn	<p>No report.</p>																									
<u>EXECUTIVE REPORTS</u>																										
President Steve Hobbs	<p>See above</p>																									
Past President Kevin MacDonald	<p>No report</p>																									
Vice President Gary Peters	<p>No report</p>																									
Treasurer Jeanette Walker	<table style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 60%;">Operating Bank Balance September 30 2022</td> <td style="width: 10%; text-align: right;">-</td> <td style="width: 10%; text-align: right;">\$</td> <td style="width: 20%; text-align: right;">452,336.77</td> </tr> <tr> <td>Capital Savings Balance September 30 2022</td> <td style="text-align: right;">-</td> <td style="text-align: right;">\$</td> <td style="text-align: right;">11,182.56</td> </tr> <tr> <td>Term Deposits Balance July 31 2022</td> <td style="text-align: right;">-</td> <td></td> <td></td> </tr> <tr> <td style="padding-left: 40px;">Operating acct GIC (Oct 12/22)</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 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;">\$ <u>1,000,294.48</u></td> </tr> </table>	Operating Bank Balance September 30 2022	-	\$	452,336.77	Capital Savings Balance September 30 2022	-	\$	11,182.56	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>1,000,294.48</u>	
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	<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></p> <p>The current year budget numbers have been based on a 5% fee increase and a 3% wage increase with membership at 475. They have been revised to reflect the lower membership numbers. Please note that the actual numbers are not complete. The September payroll expenses are not posted as well as some membership fees.</p> <p>The signing authorities have been completed with the bank.</p> <p>The final CERS grant payment was received in September. I will remove the details from my monthly report to the board going forward.</p> <table border="1" data-bbox="513 722 1472 1052"> <thead> <tr> <th colspan="2">Capital Fundraising</th> </tr> </thead> <tbody> <tr> <td>2017/2018</td> <td>\$ 14,300.00</td> </tr> <tr> <td>2018/2019</td> <td>\$ 40,046.00</td> </tr> <tr> <td>Term Deposit Designated</td> <td>\$ 253,768.00</td> </tr> <tr> <td>2019/2020</td> <td>\$ 33,126.00</td> </tr> <tr> <td>2020/2021</td> <td>\$ 25,334.94</td> </tr> <tr> <td>2021/2022</td> <td>\$ 21,770.50</td> </tr> <tr> <td></td> <td></td> </tr> <tr> <td>Total to Date</td> <td>\$ 388,345.44</td> </tr> </tbody> </table> <p><u>Recommendation:</u></p> <p><u>Government Grants:</u></p> <table border="1" data-bbox="513 1297 1154 1614"> <tbody> <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> </tbody> </table> <table border="1" data-bbox="513 1707 1500 1879"> <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>	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	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	
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Secretary Fay Weiler	No report																																																							
5.0 DIRECTORS' REPORTS																																																								
5.1 Communication, Promotion Michael Bryson	No report																																																							
5.2 Leagues Bruce Thom	<p>Convenor meetings were held on Wednesday September 21, 2022 at 1 and 7 pm. A large portion of each session was used for training on the new website which was conducted by Greg Lewis with help from his wife Dawn. This new website seems to have a lot of positive possibilities and it only remains for the membership to familiarize themselves a little more with it to buy into the change.</p> <p>Most leagues have started by now and although the numbers are down in a few of them, there is only the odd one where byes are necessary.</p> <p>The date to host the Malahide Medal will be on Saturday November 26, 2022. As suggested by the board I will be asking for players from league winners or volunteers first. We've decided to make it three 6 end games with only one catered meal which the participants will pay for themselves. I'm glad to keep this longstanding tradition running as long as possible in any way we can. The committee members from the other sites involved are also on board with this format.</p> <p>Note; The Thursday session for Daytime Men will be removed from the schedule if they do not use 3 or more ices.</p> <p>Note: The Elementary curling is a popular program. 13 schools are participating.</p>																																																							
5.3 OCA Tony Francolini	<p>Re the possibility of having something at the Brier we are waiting to hear what Curl Ont will do.</p> <p>Tony will explore the possibility of offering a curling opportunity for beginners with the Brier organizers publicizing it.</p>																																																							
5.4 Property Maintenance Kevin MacDonald	<p>I had discussions with three bulk energy companies regarding our gas and electrical contracts. The executive has approved the renewal of the current gas, and electrical account with Ontario Wholesale Energy, and changed our other electrical account to be serviced by Ontario Wholesale Energy as well.</p> <p>Our bills will go up slightly in the short term, but we are protected against the big increases expected in the current highly volatile energy market. Our electrical rate will lock in at 7.75 cents/kwh. We will still have to pay the global adjustment rate which we have no control</p>																																																							

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	over. Our gas price will be 26.95 cents/cubic meter. Current market rate is 36.091 cents /cubic meter. All accounts are a five-year term. We require a list of needed capital improvements and expectancy timelines. Kevin will prepare the list.	Kevin
5.5 Member Services Richard Rodgers	No report	
5.6 Skills & Development Melissa Neeb	There are not yet enough signed up for the Brooms & Brews. A push on social media will be done.	Melissa, Mike
5.7 sponsorship/Advertising Lisa Flesher	No report	
5.8 Member at Large Stacey Farley	No report	
6.0 NEXT MEETING		
	The next Board meeting will be on Tues. Dec. 13 at 7:00 p.m. via Zoom. It is not planned to have a November meeting however a reminder will be circulated re: Directors sending a report if there has been activity in their portfolio that they wish to circulate or if they have requests or motions to be addressed. In the latter case Steve will consider circulating an email vote.	
7.0 ADJOURNMENT		
	Motion to adjourn – Stacey ; 2 nd Kevin, Carried 8:45	
appendix		

LCC - Operating Revenue & Expense										
May 1, 2022 to September 30, 2022										
Revenue	Change	5 MTHS to Sept 2022	5 MTHS to Sept 2021	Change	%	CURRENT YR BUDGET	PRIOR YEAR 2021/2022 BUDGET	%		
Membership Dues	217,074	204,730	6	230,962	234,617	217,648	-7			
Capital Fees & Fundraising	21,945	21,125	4	20,625	24,543	18,500	-11			
OCA/OLCA Dues	7,272	8,010	-9	7,470	8,527	7,380	-7			
Bar Sales	95	#DIV/0!	71,970	59,455	75,000	-100				
Pro Shop Sales	661	365	81	14,394	12,456	20,000	-95			
Bonspiels		#DIV/0!	15,000	0	#DIV/0!					
Club Events+Ladies section	-165	500	-133	2,000	3,944	500	-104			
Ice Rental		#DIV/0!	12,000	7,514	10,000	-100				
Advertising Income	3,030	240	1,163	8,500	8,040	8,000	-62			
Locker Rental	6,750	6,450	5	5,938	6,800	5,875	-1			
Interest Earned	20	-100	9,900	1,621	2,000	-100				
Government Grants - CEWS	8,975	42,894	-79	28,000	110,991	60,000	-92			
Donations	225	-100	1,500	3,358	0	-100				
Misc. Income	129	204	-37	600	500	600	-74			
50/50 Revenue (Net)		-120	-100	2,000	1,986	5,000	-100			
Total	265,766	284,643	-7	430,858	484,352	430,503	-45			
Expenses										
Utilities	8,083	2,924	176	47,172	42,884	50,000	-81			
General Supplies	362	27	1,239	2,500	2,269	7,200	-84			
Ice Maintenance & Repairs	3,828	5,653	-32	15,000	10,889	21,800	-65			
Maintenance & Repairs (Non-Ice)	6,900	5,180	33	20,000	16,879	20,000	-59			
Ice Tech/Cleaning Wages	19,904	25,860	-23	82,356	81,866	81,174	-76			
Housekeeping Wages		173	-100	8,046	7,709	6,750	-100			
Office Wages	18,910	23,923	-21	59,967	56,609	59,275	-67			
Wages & Payroll Expenses-Other	2,777	3,359	-17	11,600	11,639	11,600	-76			
Workplace Safety Insurance	556	719	-23	2,800	2,383	2,800	-77			
Bar Wages		#DIV/0!	18,981	19,322	30,600	-100				
Bar Other Purchases	22	35	-36	9,000	11,195	6,900	-100			
Bar Equipment & Supplies		#DIV/0!	2,500	495	1,000	-100				
Bar Liq. & Beer Purchased	4,043	886	356	25,189	16,473	35,000	-75			
Pro Shop Purchases	2,090	#DIV/0!	10,076	8,600	20,000	-76				
Member Services/Communications		#DIV/0!	2,000	0	2,000	#DIV/0!				
Promotions Expense	540	#DIV/0!	0	0	#DIV/0!					

Advertising Expense	70	596	-88	3,500	1,016	500	-93		
Bonspiels Expenses			#DIV/0!	15,000		0	#DIV/0!		
Club Events+ junior+ladies+little rocks		1,595			#DIV/0!	2,000	3,053	500	-48
OCA/OLCA Remittances	275		#DIV/0!	7,470	7,140	7,380	-96		
Covid Expenses		#DIV/0!	0		0	#DIV/0!			
Telephone & Internet	656	407	61	2,000	1,641	2,000	-60		
Office Expenses	1,242	1,141	9	8,000	3,926	8,000	-68		
Bank Charges & C/C Fees	306	4,291	-93	11,600	9,145	11,600	-97		
Insurance	9,213	9,949	-7	25,800	19,978	16,900	-54		
Depreciation		#DIV/0!	34,000	34,208	31,000	-100			
Property Taxes	5,380	5,286	2	13,700	13,380	13,300	-60		
Skills and development			#DIV/0!	1,000		0	#DIV/0!		
Misc Expenses	6,872	1,400	391	2,000	818	2,000	740		
Professional & Consul Fees		12,750		13,335	-4	16,000	14,335	12,000	-11
Capital Expenses		#DIV/0!	0		0	#DIV/0!			
Income Tax Expense			#DIV/0!	3,950		0	#DIV/0!		
Total Expense	106,373	105,144	1	463,208	397,853	461,279	-73		
Net Profit	159,393	179,499	-11	-32,349	86,500	-30,776	84		