



ARNPRIOR CURLING CLUB  
MEETING MINUTES  
Annual General Meeting (AGM)  
May 11, 2016

ATTENDANCE

PRESEDENT	Steve Theriault
VICE-PRESIDENT	Vacant
BOOKINGS	Keith McLean
CAPITAL	John Wahay
HOUSE	Vacant
ICE	Al Beckmann
MATCH	Brian Girdwood
MEDIA	Casey Fitzpatrick
MEMBERSHIP	Doug Algier
SECRETARY	Janet Collins
SOCIAL	Rob Jennings
TREASURER	Mike Reid

OTHER                   AGM – Refer to attached list of members in attendance.  
(29 members signed in)

1.    CALL TO ORDER  
      Called to order at 7:07 p.m. – quorum present (requires minimum 25 members)

2.    APPROVAL OF AGENDA  
      AGENDA FOR MAY 11, 2016 AGM MEETING

1. Call to Order
2. Approval of AGM Agenda
3. Approval of AGM Minutes of 2015/16
4. Introduction of the Board of Directors
5. Recognition of Retiring Board Members
6. Recognition of Non-Board Positions and Members
7. Board Reports
  - 7.1    President's Report – Steve Theriault
  - 7.2    Vice-President's Report – No Report – Position Vacant
  - 7.3    Bookings Report – Keith McLean
  - 7.4    Capital Report – John Wahay
  - 7.5    House Report – No Report – Position Vacant
  - 7.6    Ice Report – Al Beckmann

- 7.7 Match Report – Brian Girdwood
- 7.8 Media Report – Casey Fitzpatrick
- 7.9 Membership Report – Doug Algier
- 7.10 Secretary’s Report – Janet Collins
- 7.11 Social Report – Rob Jennings
- 7.12 Treasurer’s Report – Mike Reid
- 8. Nominations / Election of Board of Directors for 2016/17
- 9. Adoption of Resolutions
- 10. Other Business
  - o Volunteer Hours
- 11. Announcements
- 12. Adjournment

*Motion:* Motion to approve the May 11, 2016 AGM meeting agenda.  
*Moved by:* Doug Algier  
*Seconded by:* Arthur Ham  
*Carried* CARRIED

4. INTRODUCTION OF THE BOARD OF DIRECTORS

- Steve Theriault, President
- Keith McLean, Bookings Director
- John Wahay, Capital Director
- Al Beckmann, Ice Director
- Brian Girdwood, Match Director (Michelle Girdwood attended and presented)
- Casey Fitzpatrick, Media Director
- Janet Collins, Secretary
- Rob Jennings, Social Director
- Mike Reid, Treasurer

5. RECOGNITION OF RETIRING BOARD MEMBERS

Steve Theriault announced the retiring board members:

- Steve Theriault, President
- Doug Algier, Membership Director
- Janet Collins, Secretary

6. RECOGNITION OF NON-BOARD POSITIONS / MEMBERS

Steve Theriault recognized the extensive volunteers within the club. He provided praise for our facilities, sportsmanship, and social gatherings noting that all of which would not be possible without the volunteers.

Steve commented on the merits of tracking volunteer hours, not necessarily to determine who was meeting their hours, but rather the benefits of being able to use this information as 'in-kind' services when applying for grants.

Special thanks were provided to Non-Board Positions or Members including:

- (a) Pro Shop - Steve Gray
- (b) Bar Stock - Doug Murray & Kevin Turcotte
- (c) Bar Service Coordinator - Rod Smith
- (d) Greg Flick – Web Designer
- (e) Volunteer Recorder - Carol Theriault
- (f) Ice Technician & Janitorial Services - Rob Johnston
- (g) Little Rocks - Wanda Herrick, Convenor & Arthur Ham, Instructor
- (h) League Convenors – Mary Burndt (Day), Kevin Ryan (Monday), Walter Whalen (Tuesday), Pierre-Luc Hebert (Wednesday), Brian & Michelle Girdwood (Thursday & Closing Mixed Spiel)
- (i) Sunday Open Draw – Ray Kulcheski
- (j) Clinic Instructors - Joe Ferrari, Dave Chesworth & Claude Robillard
- (k) Mentor Program – Russell & Karen Oatman
- (l) Friday Night Bar – Gail Gray & Associates
- (m) Front Hall Decorating Team - Fawn Bott & Lorna Watkins
- (n) Tom Burndt - Signage
- (o) Bonspiel & Social Event Organizers

Regrets were expressed on behalf of the Board if anyone was missed.

## 7. BOARD REPORTS

Board of Directors provided hard copies of reports for members. Each Director then provided a brief verbal overview of their report for the ACC members attending the AGM. The following information provides a 'snap shot' of their report.

### 7.1 President's Report – Steve Theriault

Steve Theriault provided an overview of his two year tenure (2014/15 and 2015/16 seasons). Highlights of his report included:

- Of the many trials and tribulations was the fire call he received due to the roof repair contractor. He thanked the many involved with inventorying the damage and getting repairs completed.
- Many projects were completed included: upstairs hall renovations including lighting, tables, chairs, and painting, ladies washroom, downstairs chair donation (thankyou to member that arranged this), new stoves, etc.
- Efforts to expand membership and the successful approaches.
- Steve thanked the board and again expressed his thanks to the members and the many hours of volunteerism.

7.2 Vice-President's Report – Vacant  
No report – Position Vacant

7.3 Bookings Report – Keith McLean

Keith McLean provided an overview of his report noting:

- The lounge name “Prior Patch” is starting to be used and twigs the interest of external parties. It is now being used for bridal showers, kids parties, etc. bringing people through the door.
- We have tightened up the rental agreement. This is working well and seems to be well received as people know exactly what they are getting.
- The calendar is working very well and will continue to be enhanced.
- Thanks to Carol Theriault for straightening up the tablecloths. This tends to be the hardest part of rentals due to the number, type, style, etc. of tablecloths.

It was noted that board members receive a 50% discount and club members a 25% discount on hall rentals. This does not include the Prior Patch or Ice Sheets, It was recommended that this be discussed by the board.

7.4 Capital Report – John Wahay

John Wahay provided a Capital report overview. Additional notations discussed were:

- The development of a business plan to address infrastructure and ensure a financial plan is in place. Development will include a wish list as well as the must do. Payback will need to be considered.
- He had tests completed for asbestos and we are asbestos free, therefore projects can move forward without consideration for asbestos abatement which can be significant in costs.
- John attended a grant writing program and noted that the government does NOT provide 100% grants. This is where our volunteer records are critical to illustrate “in-kind” contributions.

7.5 House Report – Vacant  
No report – Position Vacant

7.6 Ice Report – Al Beckmann

Al Beckmann reviewed provided a brief report related to ice.

- No major incidents this year.
- A new alarm system was installed which saved the ice as it notified us in time to correct potential problems.
- Replaced batteries in the ice scraper.

- The transmission on the Ice King required work which took a few weeks due to the relocation of the business that previously cared for the Ice King.
- We now testure the rocks in house (5-6 members know how to do this) in about 2-3 hours costing approximately \$150 vs. the previous \$600'
- It took some additional time to put the ice in and remove due to the in-ice advertising.

#### 7.7 Match Report – Brian Girdwood (Michelle Girdwood attended and resented the report)

Michelle Girdwood thanked the following conveyors:

- Monday Night – Kevin Ryan
  - Tuesday Night – Wally Whelan
  - Wednesday Night – Pierre-Luc Hebert
  - Thursday Night – Brian & Michelle Girdwood
  - Daytime Curling – Mary Burndt
  - Closing Mixed Spiel – Brian & Michelle Girdwood
- Additional thanks were put forth for instructors Joe Ferrari, Dave Chesworth and Claude Robillard.
  - Michelle noted that people seemed to prefer the bye teams vs. a second draw.
  - She noted the importance of getting everyone registered at 'registration' in order to create teams. She thanked Doug Algier for his assistance during this time.
  - Noted that the Friday night will be a go again next year.

#### 7.8 Media Report – Casey Fitzpatrick

Casey Fitzpatrick reviewed the membership advertisement events (i.e. newspaper, facebook, etc.). She thanked Tom Burndt for changing the advertising sign on Daniel Street whenever he was requested.

A questions was put forth regarding “How did people find us?” to see what advertising is working. Casey indicated that this could be worked into the membership form, and it would be discussed in the near future.

#### 7.9 Membership Report – Doug Algier (Steve Theriault presented the report on behalf of Doug Algier)

A few statistics related to membership as follows:

- 39 new adult curlers joined increasing the overall membership by 11.
- This is the 3<sup>rd</sup> of 4 years where adult membership grew.
- Of the 25 Friday evening Learn to Curl persons, 18 joined as full members

- Bantam (Arthur Ham) had 7 members and Little Rocks (Wanda Herrick) had 17 members.
- Try-Curling – Drop in Session brought in 9 new members, including 1 Little Rock and 1 Bantam.
- Over 7 Sundays (Ray Kulcheski) we had 48 members and 35 non-members attend.

Note that members who sponsor new members are entitled to receive a \$10 voucher for their efforts. Congratulations to Jamie Dewar for sponsoring 10 new members.

Registration will be **September 20, 21, and 22, 2016 from 6:30 to 8:30 pm** at the Club.

#### 7.10 Secretary – Janet Collins

Janet Collins thanked everyone and noted her retirement from the board. She thanked Arthur Ham for helping by taking the phone messages and checking the email, printing and posting information on bonspiels.

Janet thanked Carol Theriault for preparing the membership forms for on-line application which may assist with getting everyone registered earlier.

Janet received interest from 3-5 people at the end of the year, too late for the drop-in sessions. They were informed of the various options/programs and will hopefully come in the fall.

#### 7.11 Social Report – Rob Jennings

Rob Jennings highlighted the club events. He confirmed that the U-18 OCA qualifier will be held at ACC in March 2017, and will not affect the club play downs. He noted that U-18 is the previous Bantam/Junior programs.

He announced the OVCA golf tournament is set for May 29, 2016 at Sand Point. Of 36 possible teams, to date 27 are signed up. All funds raised go directly to ACC, not OVCA.

Rob announced that \$120,000± was raised at the Tim Hortons Brier to be spent by the OVCA, Ontario Clubs only (fund cannot go into Quebec), on 30± clubs. Expenditures are for youth or senior only.

## 7.12 Treasurer's Report – Mike Reid

Mike Reid provided an overview of the clubs financial position including:

- Had a good year with income growing by \$13,000 over last year.
- Renewed effort for advertising by Russ Oatman, Al Beckmann and Steve Theriault was very beneficial and hope to continue with this.
- Bar profits are up by 8% contributed in large part to Friday night draw.
- The club had its single best night ever with the New Year's Ever bar at \$4,000.
- Ticket sales were up for New Year's Eve, Closing Dinner and Isobel Munro Bonsel.
- Rentals were up with the highschool Prom being held on the Ice Shed floor.
- Steve Grey's pro-shop efforts netted \$1,200.
- Generally spending is down due to reduction in "large" projects like the roof (\$26,000±). Projects included lighting hall at \$3,700 and bathroom at \$1,500.
- Almost \$700 went to the debit machine costs (monthly charge – credit is 3% while debit is 0.6%).
- 2014/15 income statement showed a loss of \$13,263.77, while 2015/16 showed a gain of \$17,674.33.
- Cash flow at the end of 2015/16 (April 30) is \$31,000.22 vs. 2014/15 at \$20,862.83.

When asked about potential capital funds, Mike indicated his preliminary numbers provided for about \$20,000 for the coming summer.

Mike noted that the mortgage will be due May 2017 and anticipates \$80,000± will be required. We are presently paying 5 ½%, but will look to negotiate a better interest rate.

## 8. NOMINATIONS / ELECTION OF BOARD OF DIRECTORS FOR 2016-17

Steve Theriault opened the floor for nominations for vacant positions.

### 8.1 PRESIDENT – vacated by Steve Theriault

*Motion: THAT Rob Jennings be nominated as President.*

*Moved by: Joe Brennan*

*Seconded by: Arthur Ham*

*Carried CARRIED*

### 8.2 VICE PRESIDENT – vacant

*No motion put forth – vacant*

- 8.3 PAST PRESIDENT – Steve Theriault replaces Past President, Don Palmer.
- 8.4 BOOKINGS DIRECTOR – vacated by Keith McLean  
*No motion put forth – vacant*
- 8.5 CAPITAL DIRECTOR –John Wahay (remains in position)
- 8.6 HOUSE DIRECTOR – vacant  
*Motion: THAT Joe Brennan be nominated as House Director.*  
*Moved by: John Tammadge*  
*Seconded by: Rod Smith*  
*Carried CARRIED*
- 8.7 ICE DIRECTOR – Al Beckmann (remains in position)
- 8.8 MATCH DIRECTOR – Brian Girdwood (remains in position)
- 8.9 MEDIA DIRECTOR – Casey Fitzpatrick (remains in position)
- 8.10 MEMBERSHIP DIRECTOR –vacated by Doug Algier  
*Motion: THAT Sheila Havey be nominated as Membership Director.*  
*Moved by: Jackie Lehman*  
*Seconded by: Steve Grey*  
*Carried CARRIED*
- 8.11 SECRETARY – vacated by Janet Collins  
*No motion put forth – vacant*
- 8.12 SOCIAL DIRECTOR – vacated by Rob Jennings, moved to President  
*No motion put forth – vacant*
- 8.13 TREASURER – Mike Reid (remains in position)

No other nominations or volunteers stepped forward. Steve Theriault suggested that if anyone was interested in a position to contact any member of the ACC Board.



9. ADOPTION OF RESOLUTIONS

Steve Theriault read the required Resolutions to be adopted annually. Revisions were made to include and correct the appropriate board members, as well as make a correction to the date of adoption of the resolutions.

*Motion:*                    *THAT the following resolutions be adopted:*

- 1. Election of Directors*
- 2. Approval of Actions of the Directors and Officers of the Company*
- 3. Financial Statements*
- 4. Bank Accounts*
- 5. Waiver of Appointment of Auditor.*

*Moved by:*                *Arthur Ham*  
*Seconded by:*        *Keith Bucholtz*  
*Carried*                    *CARRIED*

The resolutions were passed and Directors of the Corporation signed accordingly.

10. OTHER BUSINESS

None

11. ANNOUNCEMENTS

- PLEASE ensure you have signed in. For legal purposes we require a minimum number of members to attend the AGM.

12. ADJOURNMENT

A motion was made to adjourn the meeting at 8:27 p.m.

*Motion:*                    *THAT the May 11, 2016 AGM meeting be adjourned at 8:27 p.m.*  
*Moved by:*                *Doug Algier*  
*Seconded by:*        *John Tammadge*  
*Carried*                    *CARRIED*

Original Signed by:

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Recorded by:     Janet Collins