

Board Member Meeting

MINUTES

SEPTEMBER 6, 2017

6H30

ALISON HOUSE

MEETING CALLED BY	Alison Roark
TYPE OF MEETING	PCC Board Member Organization
ATTENDEES	N. Plante, A. Roark, K. Parker, R. Smith, M. Sharkey, J. Van Hoy, M. Hadley, B. Champion-Wescott, R. Ewing

Agenda topics

OPEN ACTIONS REVIEW FROM LAST MEETING

ALISON

CONCLUSIONS
<p>The last meeting minutes were approved.</p> <p>Accomplishments from last month:</p> <ul style="list-style-type: none">○ Request sent to Ted to get the ice for 2.5 hours on October 26th between 11h00 and 5h00.○ Beau confirmed that the Artisphere is not a good event for PCC because it is concentrated on arts.○ League kick-off presentation for the party has been approved by the board members.○ Magnets were received.○ Application/check for membership in the USWCA were sent and the application accepted by the USWCA.○ Robert posted the open houses on Facebook (\$20/open house).○ Flyers have been posted all around town and in workplaces.○ Request for volunteers was sent - we have enough volunteers for both events.○ E-mail sent to advertise instructor fee reimbursement.○ New volunteer section in the newsletter for ice prep assistant manager, open houses, corporate event and Olympics events. Also a recruitment reminder of \$25 per referral for league members.○ Welcome kit for the open houses approved○ Jamie Sinclair clips and transcripts sent to Brian. <p>Upcoming Events:</p> <p>Olympics:</p> <ul style="list-style-type: none">○ Open houses on February 20th and 27th.○ Skills clinic and dinner on February 21st with a medal-winning Olympic curler (TBD).○ \$45 for the clinic and \$80 for the clinic and the dinner.○ Ice time on Wednesday paid by a \$700 grant from the World Curling Federation.○ WCF will leave us a street curling set after their visit. <p>September open houses:</p> <ul style="list-style-type: none">○ ESPN will broadcast from the Pavilion on September 12th from 4h00 to 7h00 pm. 2 or 3 board members will be available to answer questions live (Jillene and Alison). Set-up at 3h30.○ Street Curling set○ Flyers already all around town○ Newspapers, Facebook and website promoting the events. <p>Corporate Event</p> <ul style="list-style-type: none">○ Michelin event – October 26th confirmed. <p>Friendly Bonspiels:</p> <ul style="list-style-type: none">○ 1712 in Charlotte on November 19th (to be confirmed by Charlotte).○ Peachtree in Greenville on December 9th or 10th (to be confirmed).

In Addition:

- **Welcome Kit** for new members was approved and will be given at the Kick-Off party.
- **Volunteering hours:** a file has been created in Google document to capture the hours given by the members. Will provide information for grant proposal and to also assist in finding next Beau Welling Award.
- **Kick-off Meeting:**
 - a. September 26th, 2017
 - b. Kay's club house? to be determined by Saturday September 9, 2017. Robert to see where else it could be done.
 - c. New members who do not pay for the 1st league will **NOT** be charged for the insurance fees. **The membership fee for the new members who curled in the Fall League will be \$90 if they curl in the Spring League.**
 - d. **League fees** will be payable in 2 installments (\$135) or in full (\$270).
 - e. Pledge section:
 - 1. Start the week before kick-off meeting
 - 2. Donor gift: Members and their family members are considered as **Internal pledge** but **employer** match **does not** count as Internal for the member and therefore will be considered as external pledge.
- **Comprehensive Roster:** Multiple lists of contacts exist and we need to have a concise and complete list of everybody that is or was once a member plus everybody who either attended an open house or a learn to curl. The list has to be completed by the end of January 2018. Task was given to Brian, Keith and Nicole.

UPDATE: The master roster has been created and updated with the 1st Open house (September 12th) and will be maintained by Keith and Nicole.
- **Banner:** to be redo from scratch but should be available by league play.
- **Position Description:** Board Members to describe their tasks and responsibilities and to post the documents in Trello.

NEXT MEETING	October 4th, 2017 at 6h30 pm - Alison house
SPECIAL TOPICS TO DISCUSS FOR NEXT BOARD MEETING	Updates on all the new items.