

Cook County Curling Club – Board Meeting Minutes

September 11th, 2023 - 5 PM

Attendees: Karen Futterer, Jim King, Mark Pedersen, Sara Schoonover, Joanne Smith

Absent: Duane Hasegawa, Dave Homyak, Hilja Iverson, Andrew Smith

Business:

1. Proposed Bylaws Review
 - a. Discussion was had among present board members, but no changes to the document were made. Agreement to accept the current bylaws as proposed as a working document. Any additional adjustments or amendments can be voted on at a later time by the board and presented to membership as defined in the document.
 - b. Additional documents can be created to specify job descriptions and committee assignments, but it was determined those documents could be addendums to the bylaws rather than specified in the bylaws themselves.
 - c. Vote – *Approved (7-0-2)*
 - i. Duane Hasegawa and Dave Homyak both confirmed their approval in writing prior to the meeting and their votes were included in the vote total.
 - d. Release bylaws to membership via email prior to Oct. 10th along with open board positions.
2. Open Elected Officer Positions
 - a. President, Vice-president, Concession Manager, Secretary
 - i. During the implementation process of the new proposed by-laws (assuming approval by membership), it was determined that the terms should be listed as follows:
 1. 1 Year Term – Vice-president, Secretary
 2. 2 Year Term – President, Concession Manager
 - ii. The normal term limits, as defined in the proposed bylaws, will then be enacted next year.
 - b. Elections Process
 - i. Vote by ballot at the annual meeting.
 - ii. Leave spots open for write-in candidates.
3. Open Board Positions (At-Large Members)
 - a. Three At-Large Board positions will be listed for the 2023-2024 season.
4. Job Descriptions Discussion - *Tabled*
5. Vice-president Formalization Vote
 - a. Point of Clarification – Joanne has never been the vice-president of the curling club and does not wish to be voted into that position.
6. USCA Membership/Election - *Tabled*
 - a. Financial Impact Updates
 - i. Karen will follow-up with developments in the USCA membership fee structure changes.
 - b. Elect Representation (2 members)
 - i. It was determined that representation would not need to be on the curling club board; they could be elected from the general club membership.
7. President's Report – Mark Pedersen
 - a. 2023 – 2024 Season Preparations
 - b. MCA – 2025 Club Playdowns Follow-up – *No updates.*
 - c. Ice Clinic Email – *Not yet sent.*
 - i. Brainerd Curling Club - October 13th /– 15th
 - ii. Hopi/ng to send 2 people (per year).
 - iii. The club would cover their registration cost; however, other expenses (lodging/food/transportation) would be their responsibility.

- iv. Days Inn in Baxter is offering a discount of \$145 per night for the ice clinic.
 - v. Interested parties can follow-up with Mark.
- d. Facebook Access
 - i. Unable to log-in with the current password.
 - ii. Hilja may have updated log-in information.
 - iii. May need to create a new Facebook page, but would like to retain previous club members if possible.
- e. Youth League Planning
 - i. There is interest for a youth league; Mark would like to assist in developing a program.
 - ii. Coaching Certifications – *No updates.*
- 8. Banner Report – Joanne Smith
 - a. Banners – Has not canvassed yet. Would like to reach out to Marathon, Blue Water, Cascade. Bucks and Holiday are in the works.
 - i. Would be interested in offering discounts for owners who have multiple businesses.
 - b. Draft letter of expectations for skips/members. - *Tabled*
- 9. Treasurer's Report – Submitted in writing. - *See Addendum*
 - a. Liquor License – The club is able to use the liquor license to support other organization events, i.e. Historical Society
- 10. Membership Rate Finalization - *Approved (5-0-4)*
- 11. Junior League Report – Andrew Smith – *No report.*
 - a. Instructor/Coach Certification Update
- 12. 2-Person League Update – Duane Hasegawa – *(Via email)*
 - a. First Aid Certification – Registered and attended the First Aid & Pediatric CPR course at Cook County Higher Education on 9/18/2023.
- 13. Open Curling Update – Jim King
 - a. Steady membership expected for the season, particularly for “West-enders”.
- 14. Secretary Report – Sara Schoonover
 - a. Publicity Needs - Rock refurbishment article, Visit Cook County brochure/bonspiel poster, school kid's brochure, upcoming events (Curling 101, BBQ, Halloween bonspiel, Soup & Sweep)
 - b. Website Follow-up (minutes/bonspiel posters)
 - c. Mural
 - d. Community Center Program Catalog
 - i. Agreement by the board that the curling club would like to be included in a program catalog for next year. The club would be willing to pay a fee for the increased publicity.
 - 1. Sarah Waddle was notified of the board decision regarding the catalog; more details to follow.
 - e. Ruby's Pantry Request – *Approved – (5-0-4)*
 - i. It was determined that Ruby's Pantry can host a distribution at the Community Center on October 10th and that we will share the space as our annual meeting and BBQ event will also be held that day.
 - ii. Sarah Waddle was notified of the board decision regarding Ruby's Pantry.
- 15. Membership Outreach – Karen/Joanne - *Tabled*
- 16. Curling Club Newsletter – Karen – *No update.*
- 17. 2023 – 2024 Curling Club Schedule Discussion - *Tabled*
 - a. Multiple Draw Times, Split the Season, Sundays, Rookie Curling League, Juniors/Youth League, Monthly Family Day Event / Kids (7+)
- 18. Upcoming Event Planning
 - a. Fall Event – New Member Sign-up / Orientation – September 26th - 7-8 p.m.
 - i. Jim will create an agenda and facilitate the meeting.

- ii. Beverages/chips will be provided; Mark will arrange.
- b. Historical Society Event – Joanne will follow-up.
- c. Kick-Off Party BBQ / Annual Meeting (Bylaws Vote) – October 10th – 6-9 p.m.
 - i. Need an organizer for this event. (Joanne will be gone; Brian will be around to start the generators.)
 - ii. Last year 50 brats and buns were bought; we will need more this year. Used the oven to cook them.
 - iii. Potluck style event for sides (current members should bring a dish).
- d. Halloween Bonspiel – October 27th – 29th
 - i. Karen will be the contact.
 - ii. Need a lead for meal planning.
- e. Soup & Sweep Open House – November 1st – 6-8 p.m.
- f. Concessions
 - i. Possibility to sell frozen pizza by the slice prior to league games?
 - ii. Upper Lakes Foods is who we have an account with.
- g. Youth League – Possible start date of December 3rd?

Action Items:

Mark/Dave J.: Send email to membership with the approved proposed bylaws and open board positions.

Karen: Follow-up with the USCA about the membership fee structure changes and participation requirements for USCA representatives from our club.

Mark: Send out ice clinic email to membership; follow-up with Dave J.

Sara: Reach out to Hilja regarding Facebook log-in information.

Joanne: Canvass local businesses regarding banners/marketing.

Joanne/Mark: Draft a letter of expectations for skips/members.

Hilja: Return Community Center keys.

Mark/Andrew/Joanne: Follow-up to determine what coaching certifications/planning is needed for youth league.

Sara: Create publicity for upcoming events.

Sara: Connect with Dave J. regarding website updates (minutes/bonspiel posters).

Sara: Connect with Sarah Waddle regarding mural possibilities/process.

Mark/Sara/Hilja: Facebook access.

Karen/Joanne: Follow-up with membership outreach.

Karen: Follow-up with Dave J. regarding a curling club newsletter.

Jim: Create agenda for Curling 101 and facilitate the event.

Mark: Order beer/chips for Curling 101 event.

Joanne: Follow-up regarding the Historical Society event.

Unspecified: Organize food for the BBQ Kick-Off Party on 10/10/2023. (+50 brats)

Unspecified: Organize meals for Halloween bonspiel.

Unspecified: Organize food & training for the Soup & Sweep on 11/01/2023.

Addendum:

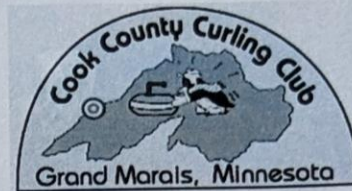
Cook County Curling Club Treasurers Report September 11, 2023

1. Checking Balance
 - a. Last Month (8/14/23) \$17,129.21
 - b. This Month \$??? (GM Bank web site was down)
2. Cash On Hand
 - a. Last Month (8/14/23) \$10.00
 - b. This Month \$290.00
3. Income - \$280 + interest of approximately \$7.
 - a. Banners \$250
 - b. Interest \$7? (August)
 - c. Donation \$30 (for Bob Spry memorial)
 - d. Grants \$0
 - i. Visit Cook County \$1,000 (to be issued September 2023)
4. 2022-2023 financial records submitted to Licari for annual reporting on 3/29. No update. I'll follow up this week, so I have the reports for the annual meeting.
5. I approve of the revised "Proposed" Bylaws as written with the caveat that I'd like the Committee names that are referenced to be included, so when we are recruiting, we know what we are looking for.
6. Keys that were received from CCCC still outstanding:
 - a. Hilja
7. Stone refurbishment and other equipment costs (2023):
 - a. Cartons \$86.25 CDN
 - b. Refurbishing \$4,200.00 CDN
 - c. Shipping \$712.75 CDN (US to CAN)
 - d. Shipping \$750.00 CDN (CAN to US)
 - e. Insurance \$60.00 CDN (\$30 each way)
 - f. Brokerage Fees \$100 CDN (\$50 each way)
 - g. Replace stone \$400 CDN (trade in price)
 - h. Reprotude strike bands \$3,640 CDN
 - i. Qty 4 – double hacks \$460 CDN
 - j. Mop head \$170 CDN
 - k. Mop \$310 CDN
 - l. Total CDN \$10,889
 - m. Total USD \$7,983.14 (based on today's exchange rate)

Note: \$290 CAD increase in hack cost. They no longer sell the double wood version.

Our stones are done and will ship this week along with the other items listed above. I'll need to figure out how to arrange payment when I get the invoice. It will likely take a week or two to get to us because of the time it takes in customs.

8. Letters to corporate sponsors/advertisers have gone out with bills for the "in-ice" banners. Sample is attached. I did send it to some of the sponsors who didn't pay last year in hopes they'll reconsider this year. If they all came back we'd have \$1,750 in "in-ice" advertising revenue. It's more realistic that we'll receive \$1,250. Does Joanne have any in-ice advertisers in the works, e.g. Cascade Lodge/Restaurant?
9. Regarding the positions open for election in October, does it make sense from the perspective of continuity for the President and Vice President's terms to end at the same time? I think Joanne is our Vice President (or at least that's what our web site says), although we've never called anyone by that title yet and it isn't listed on our bank paperwork. I think we should formalize her position as VP and I support a motion to do so. Then she and Mark can decide which of their terms is ending this October. Maybe the same should apply for Secretary and Treasurer – having their terms expire in alternating years, although Sara and I started at the same time and our terms theoretically expire at end of 2024/2025 season. At a minimum, at this meeting we need to know whose terms are expiring in October, and whether the incumbents plan to run for another term. There are also two members who, according to our new attendance rules, will no longer be on the board next year, unless they run for re-election in October (Hilja and Andrew).
10. There are two candidates for open board positions that have expressed interest and I asked them both to come to this meeting. I didn't discuss specific positions with either of them.
 - a. Andrew Beavers
 - b. Jenny (sorry I don't know her last name)
11. Proposed rate sheet and schedule for 2023/2024 season attached. Not 100% sure I got all the dates right. I think we'll be OK with a minimal rate increase of \$5, except for a slightly larger increase for new members (\$25), per Jim's request last meeting. I also increased the per session fee to \$15. I recommend alcoholic beverages be a flat \$4 this season and setups (pop or soda) and bottled water be \$2.



September 10, 2023

Dear Cook County Curling Club Corporate Sponsor,

THANK YOU for your continued support of the Cook County Curling Club! Without you the club might not have weathered the difficult COVID shutdown.

We're happy to report that the 2022-2023 season was a great success with over 40 of 75 members returning and 37 new members joining the club. Our three bonspiels were well attended by over 40 teams, which left us in a stronger cash position than we started the year with.

This allowed us to complete long planned and badly needed maintenance on our curling stones. We applied for and received matching grants totaling \$3,640 from Arrowhead Cooperative and Visit Cook County. When combined with strong corporate sponsorship, membership growth and good bonspiel attendance, we were able to send all our curling stones to Winnipeg for much needed refurbishing. The work on the running and striking surfaces should allow our stones to last another 30 years.

We also negotiated a new lease with the Cook County Community Center providing us an additional day per week of use (Sundays) for league expansion and 10 additional days at the start of the season for ice preparation. As a corporate sponsor with "in ice" advertising this earlier ice installation date means your annual sponsorship/in-ice advertising fee is due 10 days earlier, by October 10, to secure your banner position in the ice. After October 10 a banner can't be installed until the following season.

If your banner needs changes for any reason reach out to us ASAP at either of the EMAIL addresses below so we can arrange artwork.

Enclosed is an invoice for your \$250 sponsorship/advertising fee and a self-addressed, stamped return envelope, due by October 10, 2023.

Again, THANK YOU for your support of Cook County Curling. Without you we couldn't make it happen.

Good Curling!

Joanne Smith
Vice President
Cell: 218-370-1036
EMAIL: bjsmith@boreal.org

Dave Homyak
Treasurer
Cell: 612-868-3378
EMAIL: dave_homyak@yahoo.com

2023 – 2024 Cook County Curling Club Dues and Schedule

| Membership Type | Dues | |
|-------------------------|-----------------------------|---------|
| Regular | \$245 | (+\$5) |
| New Members | \$125 | (+\$25) |
| Seniors (Over 65) | \$205 | (+\$5) |
| Couples | \$410 | (+\$10) |
| Students (18 and under) | \$25 | (+\$5) |
| Non-Members/Substitutes | \$15 per event due at event | (+\$3) |

Notes:

1. Your dues include membership in the US Curling Association and Minnesota State Curling Association.
2. You can participate in all Cook County Curling leagues with your membership.

Season Schedule (all events at the Cook County Community Center)

| | | |
|---------------------------|---------------|---|
| September 26 | 7-8 pm | New Member Sign-up / Orientation |
| October 10 | 6-9 pm | Kick Off Party / Plant startup (ice making) |
| October 27-29 | | Halloween Open Bonspiel |
| November 3 | 12:30-3:30 pm | Wednesday Afternoon Open Curling Start |
| November 3 | 6-8 pm | Soup and Sweep-Open House |
| November 6 | 6-10 pm | Open League Start (4 person teams) |
| November 7 | Election Day | No League Play |
| November 8 | 6-10 pm | Two Person League Start |
| November 12 | 6-10 pm | Youth Program Start |
| November 15 | 6-10 pm | Evening Open Curling Start |
| December 25 - Jan 2, 2024 | | Holiday Break |
| January 12-14 | | Two Person Champagne Open Bonspiel |
| February 24 | 8-5:30 | Cabin Fever Bonspiel |
| March 6 | 5-6 pm | Annual Meeting |
| March 8-10 | | Charles J. Futterer Memorial Open Bonspiel |
| March 11 | 6-10 pm | Open League Playdowns / Banquet |
| March 16 | | Season End / Ice removal begins |

Weekly Schedule – November 3 - March 16, 2023/2024

| | | |
|-----------|------------------------|---------------|
| Sunday | Youth Program | 6:00-10:00 pm |
| Monday | 4 Person Open League | 6:00-11:00 pm |
| Tuesday | Evening Open Curling | 6:00-10:00 pm |
| Wednesday | Afternoon Open Curling | 12:30-4:00 pm |
| | Two Person Open League | 6:00-11:00 pm |