



Back of the Strip Mall
146 Roosevelt Rd
Villa Park, IL 60181

July Board Meeting Minutes 7/31/2023

Board Members:

Present: Barry Hutchings, Aaron DeGagne, Lauren Visser, Eric Reithel, Eric Baudais, Anne Pettinger, Kent McKenzie

Absent: none

Quorum present: Yes

Others Present:

CCC: n/a

Club Members: Brian Morrison, Matthew Ault, Rachel Ault, Sara Heatherly, Rebecca Tulloch, Lori Cassidy

Opening Proceedings:

- Meeting called to order at 7:02 pm by President Barry Hutchings

Old Business

- Online Onboarding and Other Coordination through WCC channels
 - Giving the Board access to Mailchimp
 - ACTION ITEM) Eric Baudais will make sure all Board members have access to MailChimp
 - Access to Curling Club Manager for League Coordinator & Committee Heads
 - Aaron D. is in the process of making sure all roles meet the necessary access requirements, so our volunteers feel empowered to handle their events with as little Board oversight as possible
 - Sara Heatherly) Raised the concern CCM is not ADA compliant at-present
 - Aaron D. will work with Paul from CCM on this to find a solution
 - Our open tickets to CCM are currently ongoing
 - We need a resolution the annual "membership" reset, in order to open leagues
 - Creating Volunteer Committee Heads - Barry H.
 - Barry wants to make sure any Volunteer Coordinators are set up for success
 - We'll need to granting some access to Slack and other operational items as people volunteer to head up committees and projects
- SafeSport training
 - Kent M. - finished, just needs to submit to the Drive
 - This will complete SafeSport requirements for the Board
 - All certificates should be on file and in the Shared Google Drive

- June Financials
 - Monthly Financial Report provided via Shared Screen - Eric B.
 - Savings account for the club was created for WCC with Live Oak Bank
 - Deposited \$15k in the savings account
 - We may add the rest of the profit sharing once we receive it
 - MOTION) Accept financial report - Eric B.; Second - Aaron D.
 - Motion passes; unanimous in-favor
- Streaming Equipment Purchases - Eric B. & Matt A.
 - Almost everyone has made their donation
 - Currently missing 4 out of 25 pledged donations
 - Eric and/or Matt will send a follow-up email this week
 - All of the major equipment purchases have been made; install is underway
 - "Stage 1"/installation of equipment is in the home stretch
 - "Stage 2" will be the software setup/testing phase
- Reimbursement to Kurt for 4th of July Parade Float supplies
 - Anne P.) Raised a concern about the Reimbursement Form only having three lines for items to submit, when Kurt (and potentially others in the future) may need more space than that
 - Eric B. implied he'll work with submissions as they come in
 - Kurt will submit his receipts via the current reimbursement form
- Merchandise - Sara H.
 - Sara's survey of various designs resulted in most people saying they would prefer a tee shirt with a more "classic club logo" design
 - Sara encouraged us to use Tonya's design and for her to go forward with it
 - Upon Board discussion, we're going to only offer a short-sleeve option this year
 - Lori C.) Requests telling people the gender cut/style of the shirts before people order one
- MCA Updates - Eric R.
 - USCA was provided the email addresses of representatives for the year
 - No MCA meeting has taken place since WCC's last Board Meeting
 - Nothing else new to report at-present
- Bonspiels and Events
 - 5U Cash Spiel - Matt Ault
 - Event is now *officially* designated as Nationals Qualifier
 - Moving into final preparations for the spiel
 - Broomfitters wants to sponsor the event and pay for naming rights
 - Will make a cash donation and offer raffle items
 - Needs from the Board)
 - Someone to pay out checks on the Sunday of the spiel: Eric B.
 - Eric B. will share the Venmo QR code for raffle
 - Will send payment to the comedian for Saturday night
 - Food Truck - Matt G.
 - *Matt G. not present to provide an update*
 - Barry H. will reach out to Matt to see if he needs anything
 - Eric R. will add a Call for Volunteers to the upcoming newsletter

- League Updates - Aaron D.
 - Makeup draws from when the chiller recently went down will take place this Wednesday (August 2nd) before we officially “close” for Summer/ice maintenance
 - The Board needs to see if there’s a consistent issue with running the chiller in summer
 - If so, we might want to look into getting a generator during power outages
- PVA Leagues - Barry H.
 - In light of the WCC league structure changes this Fall, the PVA has agreed to play their league on Thursdays at 6:00
 - This requires the new Thursday night “Balance League” to be capped at 10 teams across two draws (6:30 p.m. & 8:45 p.m.)

New Business

- Online Merchandise Store - Matt A.
 - Broomfitters is interested in helping us create a new online store to be populated with items that will be drop-shipped to buyers
 - They’re seeking a non-exclusive agreement with us; we could use other vendors
 - Need to loop in Tonya H. and set-up a meeting, as she’s looked into this previously
 - Kent M.) Raised a concern about making sure we do not alienate other curling suppliers
- Annual Budget Approval - Eric B.
 - Eric provided a detailed explanation of the annual Budget for the ‘23-’24 Season
 - The current spreadsheet can be found at: <https://docs.google.com/spreadsheets/d/1zjhbQKti2IDVTAecLEn5glBffBTPYkF1NIT9HmgjayM/edit?usp=sharing>
 - MOTION) Accept detailed budget - Barry H.; Second - Eric B.
 - Motion passes - unanimously in-favor
- Creating a volunteer Ice Crew this summer - Matt G.
 - *Tentative Ice Crew “clinic” August 12th*
- Newsletter - Eric R.
 - Rundown presented and discussed among the Board
 - Will generate a draft ASAP
 - Target send-out date: August 2nd, 2023 (at the latest)
- Setting League Coordinator Responsibilities - Barry H.
 - Ideas on what this role should entail offered via Word Doc in Slack
 - Discussion among the Board will continue there for now
- P.A. System - Eric R.
 - Shared ideas for buying a sound system/P.A. all-in-one kit
 - Current price range is around \$500-\$800
 - Speakers in the front, game room, and parking lot, mixer
- Next Rookie League - Lauren V. & Matt G.
 - Creating a training camp to teach the instructors about the new curriculum

- Would be a 30-minute session
- Improving Rookies sign-up
 - Leading suggestion: move Rookies Leagues into Events, to avoid requiring membership sign-up

Closing Proceedings:

- Next meeting: Sunday, August 27th, 2023
- MOTION) To adjourn - Aaron D.; Second - Barry H.
 - Meeting adjourned at 9:13 pm