



MINUTES
ANNUAL MEETING
March 24, 2021
Virtual Meeting (via Zoom)
7:00 p.m.

Strathmore & District Curling Club

**Box 2033, 180 Brent Boulevard
Strathmore, Alberta T1P 1K1**

*Incorporated in Alberta on
September 28, 1978
500114301*

Attendance:

President: Ken Shackleton
Vice President: Randy Sander
Past President: Dick Frayn
Secretary: Teresa Kooistra
Treasurer: Mike Molnar
Directors: Jeanette Helfrich (absent)
Lyndsay Helfrich
Keith Reynolds
Lynette Ashenbrenner
Judy Hildahl
Pam Sinclair

As the meeting was held virtually via Zoom, the Board was unable to utilize a sign-in sheet. It was difficult to ensure all attending the meeting were recorded as being present; however, as noted by the Secretary, the following non-Board members were logged as participating (this may or may not be a complete list of participants).

Darlene Reynolds
Joss Binns
May Rostecki-Budzey
Jana Robertson
Michelle Ledene
Larissa Damen

Karen Binns
Laurie Damen
Dennis Klem
Jen Young
Mike McCutcheon
Brent Aschenbrenner

1. **Call to Order**

Having obtained a quorum of 10 according to 6.4 of the Club Bylaws, President Ken Shackleton called the meeting to order at 7:02 p.m.

2. **Introduction of the Board** – Ken Shackleton

Ken welcomed everyone to the meeting and thanked all for attending. The current Board of Directors was introduced.

Ken noted that the Zoom meeting would be recorded for note-taking purposes for the minutes (backup in the case Secretary's internet goes down).

3. **Additions to the Agenda** – Ken Shackleton

There were no additions to the agenda.

4. **Adoption of Previous Minutes**

Minutes from previous General Meeting of September 23, 2020 were sent out in advance of this meeting via mass email to members as well as being posted to the Club website.

➤ **MOTION** by Lynette Aschenbrenner: *Move to adopt minutes from September 23, 2020.*
Second by Judy Hildahl. All in favour. Motion passed.

5. **Financial Report** – Mike Molnar

The Treasurer presented the current financial balances:

- Main Account \$63,385.63
- Casino Account \$40292.42
- Fundraiser Account \$14,981.15

- Nevada account \$6,521.30
- The Club has a credit with the Town for power in the amount of \$3,725.09. The Town went back several years and looked over their numbers and, as we now do a 50/50 split for the electrical, they have given us the credit. Mike estimates it will take us to around December when we will have to start paying again.

Mike noted it has not been a good year, but that is to be expected due to Covid restrictions and having to shut down.

From the Casino we worked in September 2020, the Club received just over \$40,000.

6. **Sponsorship Update** – Mike Molnar

Mike and Ken gave a rundown on where the Club is at regarding sponsorships.

- Out of 65 sponsors, there are 6-7 that are withdrawing their sponsorship from the rink and another 18 that have not paid. Mike noted he has been trying to approach these businesses; but it is tough to try and call-in sponsorship payments when the Club was closed for the majority of the season.
- Ken noted the Board had made the decision, with the Club being closed and the value of sponsorships diminished, to invoice 50% for sponsorship fees this year.
- Mike also recognized and thanked Sobeys for their support – instead of paying the amount we had billed (50% of sponsorship fees), they wrote the Club a cheque for the full amount.
- It was noted the Strathmore Now radio station will give us \$1000 credit for advertising. In the past, there has been an agreement that their sponsorship sign at the Club is free in exchange for free advertising. Management has changed since that agreement was made, and they did not have anything written down about the exchange, and therefore invoiced us \$250 for advertising our 50/50 raffle. Mike and Ken spoke with the new management. As the invoice was already in place, it was agreed the Club will pay the \$250 advertising invoice and the radio station will give us a credit on our account for \$1000 advertising.

7. **Fundraising Update** – Ken Shackleton

The only fundraising undertaken by the Club this season was our online 50/50 draw. Ken gave an update, noting we purchased an application program that basically took care of the online payments. He thought it was successful and really liked that it was 'low touch.' The Club generated a total amount of \$5050; therefore, the prize paid out at 50% was \$2525 to the winner. After our costs, the Club netted ~ \$1900. As far as fundraising goes, it was very easy, and we did not have to ask membership to sell tickets. The application can be reused multiple times, and it does a good job of tracking which tickets sold, tracking inventory, etc., so it is very easy to pull off the data needed for the report to AGLC.

When asked to compare the 50/50 to other fundraisers we have done in the past, Ken thought it was comparable. It was noted with the meat draws we have made a greater profit, but the meat draws are a lot more involved and much more work. The less work and less 'hands-on' worked well, this season especially. Also worth mentioning, the 50/50 probably has a broader reach – theoretically anyone in Alberta, 18 years of age or older, could buy a ticket. It was noted the winner was not actually a member of our club and not even a curler.

A question was raised as to the 50/50s being run by Curling Alberta during the Calgary 'Bubble' events and whether our club can receive any of the proceeds as advertised by Curling Alberta. It was noted there have been emails circulating from Curling Alberta and also advertising on Facebook. Users can choose their club from the drop-down box when purchasing tickets. It was suggested we advertise this to our membership as there are a few more events yet to come. Ken stated he could send out an email to our membership. **[ACTION]**

8. **Building Improvements/Lease** – Ken Shackleton/Dick Frayn

Dick Frayn gave an update on building improvements that have occurred this season. The only improvement made has been to install a new dishwasher in the bar. A stand was built for it, and Brent Aschenbrenner installed the electrical and Sheldon Schiffner installed the plumbing lines. This enables us to provide glasses and stemware for beer and wine. The glasses can now be washed and put through a hot rinse to meet health board stipulations. The dishwasher is ready to go for next season, but we have not tried it out yet as we do not want stale water sitting in it over the summer.

Ken discussed some of the improvements the Town will be looking after. They will help clean out the 'pit' where the ice paint gets flushed into at the end of every season. The Town has also stated they will cover the cost of repairs to the hot brine line in the plant. Ken received a quote, and this repair will cost approximately \$20,000. The Town does not have that in their budget this year, so this repair will likely not happen until next summer. The plant can run without this hot brine line. Ken explained the hot brine line is a layer under the cold lines that helps avoid frost creeping in and makes it easier to regulate ice temperatures.

Dick gave an update on the Club's lease with the Town. Our lease is up as of July 2021. The Town will likely send us the new lease agreement, and we will have a meeting to discuss. Dick expects things will be kept status quo for the next five years at least. From the Club perspective, the way things are right now works well for us; the Town covers half the electrical costs and they help with building repairs.

9. **Staffing Report** – Ken Shackleton

Ken was pleased to report that from his understanding the staff all intend to return for next season (ice makers, bar staff, kitchen staff). With the establishment of the new Board, their contracts will be looked at over the next few months.

10. **Website/Social Media Update** – Ken Shackleton

- The Club website has been working well. Ken does minor updates, and Samantha Duncan, our website designer, takes care of any larger programming tasks.
- Thanks was expressed to Larissa Damen for continuing to monitor and update our social media. Larissa noted that she has been posting as much as she can to Facebook, especially with updates on our 50/50, what the prize amount was at, etc. Although it is recognized not all of our members utilize Facebook, Larissa suggested we try and have the majority of members join our Facebook page as she does try and post any information relevant to our Club.

11. **Club Rental Update** – Dennis Klem

Dennis Klem provided the update for this season's club rentals.

- There were two rentals last fall, one in early September and then the Christmas market.

- With the restricted season, Dennis noted rental revenue has dwindled. He is hopeful we may get some revenue if Stage 3 of the restrictions opens up. He did have a few inquiries about possible rentals for high school graduation; but he responded we would have to wait and see how the restrictions played out. Dennis noted it will likely be lean for summer rentals as well.

12. League Updates

Ken gave an update regarding the partial refund of membership dues because of the shortened season. The options that were made available to the membership were to donate to the Club, defer dues to next season, or receive a refund. The Board had set the refund amount at 70% of dues.

- Ken heard back from approximately 2/3 of the membership. Any member that did not respond by the deadline has had their fees marked as deferred to next season. Ken noted the ratio worked out to roughly 25% donated, 25% elected a refund, and 50% deferred to next season.
- Ken expressed how the online payment option through our website made the process of refunding extremely easy. There was only one case of a member not receiving their refund. Through our system, we were able to give a traceback number to the member, who then contacted their bank to run the trace; the problem was discovered to be on their end, not with our system. The online payment process is completely confidential – we do not see the member's credit card information. We should encourage membership to utilize the online payment option when paying dues.
- Dennis asked if there was a cost from the Club's perspective on refunding fees; i.e., did we have to pay a percentage or a fee to process refunds? Treasurer, Mike Molnar, said no. We only pay 2.9% when we receive the funds in the fall plus \$0.30 per transaction to Curling I/O. Ken noted the curler gets the full value of the refund (in this case 70%), and there is no fee charged to them.

Men's League – Dick Frayn

Dick noted there were 12 teams in the Men's League. Due to the short season, there was a total of six games. There were four men that did not pay their dues, and the Board will deal with that if those individuals register to curl for next season. There has been no men's bonspiel for the past two years, but the Men's League is in good shape. Money was given to the Men's League for last year's bonspiel, and that is still sitting in the account and will be used for the men's bonspiel whenever that next occurs.

Ladies' League – Judy Hildahl/Lynette Aschenbrenner

Lynette gave the update for the Ladies' League. They had 11 teams, and Lynette thought it would have been a great season if they could have kept going. The Ladies' League bank account is healthy as there was no money spent this season. She and Judy will continue as representatives for the Ladies' League, and they are ready for next year.

Mixed League – Joss Binns

Joss stated there were 18 teams in the Mixed League. They had two pools, Pool A with 8 teams and Pool B with 10 teams. The round robin was approximately $\frac{3}{4}$ of the way through before the shutdown. There was only one Mixed League member that did not pay. Draws were held both Thursday night and Friday night, and this helped with social distancing. There is still approximately \$5000 in the Mixed League account as nothing was spent and no revenue coming in.

Afternoon League – Dick Frayn

The Afternoon League was very successful. There were 36 members that purchased a membership (Dick expressed thanks to Robert Damen for encouraging paid memberships versus drop-in). An Afternoon League membership costs \$170. Dick noted there were some curlers who came every available afternoon, and they got to curl 17 games before the Club shutdown. There was one afternoon when they were full with 32 curlers. Dick expressed thanks to Mel for helping organize the Afternoon League. Dick thought the Afternoon League went very smoothly this season, and he is hopeful that next season we will have more curlers and maybe some new leagues starting up.

Junior League – Larissa Damen

The Club did not run a Junior League this season due to the Covid restrictions; however, Larissa noted she heard from many kids and parents that they really missed being at the rink. Larissa noted it is important that we continue to have a league for the juniors; hence, she and Jana have agreed they will continue to help support the Junior League this next season but will be looking for someone to take over as coordinators. They will keep working on it and see what transpires between now and September, but they will make sure a league runs for the juniors.

Jana mentioned we will need to offer a training clinic again and recruit coaches, and she suggested the Club send out a notice to membership during the summer. Ken noted we will have an organizational meeting with the new Board in April, break for the summer, and then start again in September with a season opener meeting.

13. New Business – Ken Shackleton

There was nothing brought forward for New Business.

14. Elections – Dick Frayn

**See Board of Directors Requirements excerpt at end of minutes.*

Dick thanked everyone for attending our virtual meeting and opened the elections.

President:

- Dick opened nominations for President for the next two-year term.
- Ken expressed he is willing to let his name stand again.
- Teresa nominated Ken for President; Dennis Klem seconded.
- No other nominations for President; Michelle Ledene moved nominations cease.
- Dick stated Ken Shackleton elected President by acclamation.

Vice President:

- Dick opened nominations for Vice President for the next two-year term.
- Ken Shackleton nominated Randy Sander; Dick Frayn seconded; Randy agreed.
- No other nominations for Vice President; Dick moved nominations cease.
- Dick stated by acclamation Randy Sander elected Vice President.

Past President:

- As Ken is continuing as President, Dick will continue to stand as Past President.

Treasurer:

- Dick noted Mike Molnar is stepping down and thanked him for serving as Treasurer for the last four years.

- Dick opened nominations for Treasurer.
- Mike McCutcheon nominated Lynette Aschenbrenner; Lynette declined.
- No other nominations presented.
- *[audio feedback]...Keith was commenting but [Secretary] unable to hear due to feedback...*
- The Zoom comments section was used to express Keith's comments... he is willing to be Treasurer but does not want to invoice or collect money. Ken stated the Board could probably work around that. Mike Molnar noted that with the league fees being paid online, there is no longer as much cash or cheques to deal with. As well, Lindsay McCutcheon has helped him with invoicing sponsorships and may be willing to continue.
- Keith elected Treasurer by acclamation.

Directors:

- Lynette's term as Director is done and she will be stepping down. Ken thanked Lynette for serving on the Board.
- Jeanette's term is done, but she is willing to stay on as a Director.
- Dick nominated Brent Aschenbrenner to a Director; Randy Sander seconded; Brent accepted.
- Dick nominated Joss Binns to a Director; Joss declined.
- Randy nominated Dennis Klem to a Director; Dick seconded; Dennis accepted.
- Teresa nominated May Rostecki-Budzey to a Director; May declined.
- As there were no further nominations, Dick moved nominations cease and thanked new members for coming onto the Board.

NEW BOARD OF DIRECTORS, 2021-2022:Executive:

- | | |
|--------------------|-----------------|
| • President - | Ken Shackleton |
| • Vice President - | Randy Sander |
| • Past President - | Dick Frayn |
| • Treasurer - | Keith Reynolds |
| • Secretary - | Teresa Kooistra |

Directors:

- | | |
|----------------|---------------------|
| • Director (1) | Lyndsay Helfrich |
| • Director (2) | Pam Sinclair |
| • Director (3) | Judy Hildahl |
| • Director (4) | Jeanette Helfrich |
| • Director (5) | Brent Aschenbrenner |
| • Director (6) | Dennis Klem |
| • Director (7) | Vacant |
| • Director (8) | Vacant |

15. Question and Answer – Ken Shackleton

- Dennis Klem asked how confident Ken was in our ability to have a season next year. Ken responded, noting a lot can happen before October. We are working on the assumption we will be able to have a somewhat-normal season. There were restrictions in place this last season that we were able to accommodate, so it seems likely. Dennis noted he had heard rumblings one of the stipulations for travel and sporting events may be that an individual must be vaccinated to participate. It was noted this is out of our control, and we will not know how our season will look until the announcements regarding restrictions are made.

- Teresa (Secretary) asked it be noted for recording purposes that the Club bylaws require “no person shall serve more than three (3) consecutive terms, each term being a two (2) year period”; as Ken has been serving on the Board the past five years, serving another two-year term as President will have him exceed that six-year maximum service by one year. It was noted Ken was the only one stepping up for the role of President. For the records, those present at the meeting were made aware of the situation, and there was no opposition to Ken serving the extra year.
- Larissa Damen brought forth a potential fundraiser. She noted she had been talking with past-members Bev and Stu Shaw. At their curling club in Qualicum Beach, they did a ‘drop-off’ bottle drive and raised \$4,000 in one afternoon. Larissa suggested that may be something our club wants to try (possibly a big payout for one afternoon’s work). She also noted they had done a bottle drive through Holy Cross school band and it was very successful. Suggestions were put forth on how this could be run (drop-off; call for pick-up; Langdon Bottle Depot brings their truck, etc.). Randy suggested Teresa add this as an action item for the next Board meeting. Once a Fundraising Committee is formed, the committee can reach out to Larissa and fine tune the details. **[ACTION]**
- Mike McCutcheon discussed the Casino from last September. He noted the casino was initially scheduled for August but was cancelled due to the Covid situation. He and Lindsay got a phone call in September and had about a week to round up people to work the casino that was being rescheduled for a week later in September. They managed to fill all the spots, and Mike thanked everyone that was able to help out.

Ken thanked Mike and Lindsay both for organizing the casino for the Club.

Dick asked Mike McCutcheon if he had any idea when our next casino would be. Mike stated he had no idea unless Mike Molnar had received information in the mail; Mike Molnar stated he had not received anything yet. Mike McCutcheon noted the casinos are way behind and trying to get the organizations caught up; he would estimate it may be 3½ to 4 years before our next casino.

16. Adjournment

There being no further business, Ken Shackleton thanked everyone for attending and adjourned the meeting at 7:57 p.m.

Minutes submitted by Teresa Kooistra, Secretary

Action Items to Bring Forward to Next Board Meeting:

- **Ken** Send out email to our membership regarding joining our Facebook page for Club updates and information.
- **Teresa** Add Bottle Drive as an idea for Fundraising Committee at next Board Meeting

Board of Director Requirements (excerpt from Bylaws of the Strathmore & District Curling Club, Revision 1, and filed 2015-Mar-18):

3. BOARD OF DIRECTORS

- 3.1. The Board of Directors of the Club shall be composed of a minimum of 9 members and maximum of 13 members. The five Executive Officers positions shall be filled, with the balance of 4 to 8 members elected as Directors. These members are in good standing with the Club holding the titles of:
 - President
 - Past-President
 - Vice-President
 - Secretary
 - Treasurer, and
 - Directors (4 – 8)
- 3.2. The Board of Directors, Executive Committee or Board, shall mean the Board of Directors of the Club.
- 3.3. A minimum of four (4) males and four (4) females shall be elected as the Board.
- 3.4. A maximum of one Junior Member may be elected as a Director.
- 3.5. The Office of the Secretary and Treasurer may be filled by one person, if so decided at any Annual Meeting or General Meeting for the election of the officers.
- 3.6. The Executive Officers positions shall be elected for a two (2) year term at the Annual Meeting.
*Past President Position will be held for a one (1) year term with the option to remain on the board for one (1) additional year if agreed to by both Past President and the Membership.
- 3.7. Directors shall be elected for a two (2) year term at an Annual Meeting. Depending on the number of Directors elected, 3 to 5 positions shall be appointed to staggered terms allowing for overlap.
- 3.8. No person shall serve more than three (3) consecutive terms, each term being a two (2) year period.