



LCC Board Meeting

January 15, 2011

7:00 PM

Harris Communications, 25 Dyas Rd.

Members Present:		<input checked="" type="checkbox"/> Quorum Present (Min. 4 Members)
<input checked="" type="checkbox"/> Gail Walker (President)	<input checked="" type="checkbox"/> Kathy Edwards (Treasurer/Member)	<input checked="" type="checkbox"/> Gail Ann Ferguson (Volunteers)
<input checked="" type="checkbox"/> Peter O'Neil (Secretary)	<input checked="" type="checkbox"/> Paul Briscoe (Marketing/ Facilities)	<input checked="" type="checkbox"/> Paivi Liitela (Programs)
<input checked="" type="checkbox"/> Doug Crow (VP)	<input checked="" type="checkbox"/> Ian MacLellan (Ice)	

Guests:		
Trudi Plummer-City of Toronto	Steve Pett-City of Toronto	

Board Summary Minutes: Start time 7.10 pm

Review and Approval of previous Minutes (December 2011)

Motion to approve: Gail Ann
 Motion seconded: Doug
 Board vote: Approved

December Action Steps review:

Gail --Submit pending contract to David Alexandor for legal review--COMPLETE.

Kathy/Paivi—draft a software contract with Steve Bearss--COMPLETE

Paul --Paul to provide list of club assets to Gail—OUTSTANDING

Peter --Distribute draft survey to Board for review and feedback--COMPLETE

- City**
- a) investigate cost to direct plumb water to ice level—Work Order issued, TBD February
 - b) Review of rental revenue involving Gripper/Slider costs--COMPLETE
 - c) Direction/assistance on setting up a City Meeting with the appropriate department to discuss Board of Management opportunity at LCC--OUTSTANDING
 - Gail gave an outline to Trudi's new manager Steve as to why LCC is pursuing a Board of Management option with The City.
 - d) Provide more information on pending Bar RFP for 2012—Still TBD but recommendation is being made within PFR to maintain the status quo.

COMMITTEE UPDATES:

President:

- Contract with lawyer—response back expected by end of January.

Action steps

- *Paul* to provide list of club assets by 1/23
- *Paivi* to complete annual ice usage calculation by 1/23
- *Gail* to meet with Steve to discuss contract as soon as all pieces are in place.

Vice President:

- Revised Arena Expansion Agreement to go before City Council week of January 16th. (NOTE—full City approval given for project to proceed with complete Leaside community funding now in place)
- TV raffle is currently on hold until the City labour dispute is settled.
- Ontario application to undertake ‘Raffles’ within the club is still being looked at and more information is needed, specifically the amount of charitable contributions that the club makes. e.g. appears to be preferred situation if curling Sections provide raffle proceeds to the Board and the Board can then issue a cheque to the charity. Club then demonstrates the donation which would help the Lottery License request.

Action step

- *Paivi* to request that all sections start making charitable contribution via the Club Treasurer immediately.

Programming:

- ‘Dignity Memorial’ has approached LCC regarding sponsorship opportunities—they have been initially directed to the Day Men’s Section for further discussions.
- 1000 pins are in hand for 50th Anniversary celebrations in addition to crests.
- “Learn to Curl” materials are posted in the Club and on the website for March 15th event.
- Meetings have started to work on the curling calendar for 2012-13.

Action Step

- *Paul* to arrange to advertise Learn to Curl on Leaside Arena sign for (date)

Ice:

- Rocks were papered over Christmas period—feedback from club members unanimously positive on rock and ice performance this season.
- Contingency plans have been explored and are ongoing for possibly securing ice time elsewhere should LCC be closed due to City labour unrest
- A “Sticky Pad” has been put on the floor put inside shed entrance door to step on and clean shoes—another reminder to all of the necessity of clean shoes for use on the ice.

Facilities & Marketing:

- Clarification from Steve regarding the bottled water ban Bylaw of City of Toronto which had led to the removal of LCC’s water dispensers at ice level—the ban is actually for a) quantities of water less than 16L and b) the selling and distribution of bottled water.
- Anniversary Banner details are required from Neil Anderson regarding size and scope.
- Second cable TV box on order from Costco to replace the current rental unit which will no longer paid for by the City.
- Wireless Internet access within the club will be deferred and included in Club Survey to gauge interest.
- Refurbishing of LCC sign outside the main entrance will go ahead—Board agreement to have the design rendering redone, then sign replaced.

- Action step** – *Trudi to return water dispensers to ice shed.*
--*Trudi to continue to pursue option of plumbed in water for the ice shed.*

Finance/Registration:

- Up to date Profit & Loss Statement presented as well as a current Balance Sheet.

Volunteer: (report submitted)

- Lounge posters have been taken down, wall cleaned and posters are being prepped to be displayed in the ice shed—Gail Ann following up with 15 posters' preparations costing \$652 HST included.
- Past President's plaque is also being repaired and refreshed.
- Volunteers strategy discussions are on hold pending City labour situation.
- Volunteer's Handbook has been produced and suggested that it be made into a PDF format and posted on the LCC website for reference.

- Action step** – *Gail Ann to print Volunteer's handbook and to also post it on the website.*

CITY UPDATE:

- The City has decided that they will be responsible for maintaining and replacing is brooms, grippers, sliders. LCC will be responsible for maintaining are replacing sticks and stabilizers and any tape that might be provided.)
- City recommendation a) encourage all members to have their own equipment
b) the Club Office will purchase brooms/grippers/sliders for rental & LCC member's use
c) Section specific purchase requests must be made in writing to the Office
- Draft calendar being done by Paivi for next season—emphasis expressed on having hard commitments need to be made to execute stated events—event cancellations not only look poorly on the club, but are a lost revenue opportunity for The City when they may have been able to rent out the ice.
- Four weeks lead time suggested as a time frame for event hosts to confirm that event will go on.
- Thanks to Men's and Day Men's for successfully umpiring the TCA Goldline event at LCC.
- Labour issue discussed at length—little known except that a strike/lockout could not happen until at least 17 days after a “No Board” decision is provided by the Province to the City (NOTE-No Board decision was handed down January 17th; earliest LCC could close would be Feb. 5.)
- Should there be a disruption, the season will be extended by up to two weeks. Refunds will be made to LCC members for any lost weeks of curling. Discussed the option for a credit on a member's registration next season versus effort needed to write cheques for —TCA/OCA fees will not be part of any refund;

- Action Step** – *Gail to post refund details on LCC website the week of Jan. 16th.*

- Action step** – *Paivi to identify systems to prevent last minute event cancellations next season.*

ONLINE REGISTRATION & WEBSITE UPDATE:

- Negotiations to date have indicated that LCC will be the owners of the developed software coding which needs to be outlined clearly in the Terms & Conditions of the contract being developed currently, as well as fee, support, ownership issues.
- Contract should be reviewed by someone who is a Sourcing professional and has software familiarity—Peter has engaged a colleague to provide this service to LCC.

50th ANNIVERSARY UPDATE:

- Concern expressed by all regarding the preparedness for the 50th Anniversary event as well as the potential for City labour unrest in February.

Motion by Ian: Proposed to postpone the 50th Anniversary Event to the 2012-13 season, based on the imminent possibility of City labour unrest.
Motion seconded: Gail Ann
Board vote: Unanimous in favour

Action Step – *Gail to advise Anniversary lead Neil Anderson and make website announcement immediately.*

AGM PREPARATIONS:

- AGM preparation schedule has been distributed by Gail. The AGM is scheduled for April 26, 2012. Immediate needs are for preliminary budgets from all board members and to initiate the ice scheduling for next season. AGM preparation meeting have been scheduled for March 15th & 19th at 7:00PM.

Action Steps - *All board members to present preliminary budget proposals to Kathy by Jan. 22*
- *All board members to advise Gail on their plans to serve on the board next year by Jan. 30*
- *Paivi to present club ice start & stop dates to board and City by Jan. 31*

FUTURE MEETINGS:

- Next meeting is Sunday February 12th at Harris.
- April Board meeting was rescheduled to Sunday April 1st to accommodate Easter on the following weekend.

Motion to adjourn: Paul
Motion seconded: Paivi
Board vote: Unanimous