

**Circle City Curling Club, Inc.**  
Regular Board Meeting Minutes  
July 29th, 2024

**Opening**

The regular monthly meeting of the Circle City Curling Club was called to order at 7:06 PM on July 29th, 2024 (virtual)

**Attendance:**

Present: Jim Puckering, Matt James, Sharon Martin, Jeff Timmons, Andrew Sand, Jim Gangnon, Linda Brennan

Absent: Todd Shelton, Jonathan Intravia

**Selection of Officers**

- Motion by Jim Puckering to nominate Matt James as Vice-President of the Board, seconded by Sharon Martin, unanimously approved; motion passes
- Motion by Matt James to nominate Jim Puckering as President of the Board, seconded by Jeff Timmons, unanimously approved; motion passes
- Motion by Matt James to nominate Sharon Martin as Secretary of the Board, seconded by Jim Puckering, unanimously approved; motion passes
- Motion by Matt James to nominate Jeff Timmons as Treasurer of the Board, seconded by Andrew Sand, unanimously approved; motion passes

**Action Item:** Jim Puckering will notify USA Curling of board changes

**Review and Approval of Minutes:**

- May 13<sup>th</sup>, 2024 Special Meeting minutes are unanimously approved
- June 10<sup>th</sup>, 2024 Regular Board Meeting minutes are unanimously approved
- June 15<sup>th</sup>, 2024 Annual Meeting minutes are unanimously approved

**Treasurer's Report:**

- Jeff Timmons continues to work through getting bank authorizations changed
- Notable June expenses are \$3,500 for chiller shutdown, \$250 for alcohol permit, \$2,500 (incl. \$300 shipping) for new electrical panel
- \$8,600 remains in construction budget (building fund)
- June 2024 Financial reports are unanimously approved

**Committee Reports:**

**Facilities/Operations Update**

- Annual fire alarm inspection and quarterly sprinkler inspection took place in July
- The contact list for who is to be called if the alarm system goes off has been updated to: Jeff Timmons, Todd Shelton, Bruce Johnston, and Sharon Martin; all are aware of the code word

## **Bonspiels**

- Two teams have registered for the Patriot Spiel so far
- **Action Item:** Sharon Martin/Todd Shelton - email to be sent to all of last year's registrants

## **Communications**

- In addition to taking over the newsletter for next season, as well as joining the communications committee to help with social media, Cassie Gross has agreed to help Geoff Randolph and Todd Shelton with developing promotional materials for the youth league

## **Old Business:**

### **Youth Program**

- Geoff Randolph and Todd Shelton have met with all superintendents of the Madison County school districts and are encouraged by the level of interest and positive response; all have agreed to assist the promotion of the youth program to their students
- Community in Motion has agreed to subsidize the program for Madison County participants; goal is to keep cost of participation low
- Plans include two open houses, one for youth participants and one for school leadership at the beginning of the season
- Youth program will consist of one after school practice session (4-5:30pm) with competitions to take place on Saturday mornings (10am-12pm) as the club's schedule allows

### **Leagues**

- Plans for 2024/25 season leagues
  - Three 8-week sessions
  - 7 teams per league (increasing available league space from 24 to 28)
  - One bye per team; top 6 of 7 teams will play in week 8 playoffs
- Tentative schedule
  - Mon eve – Women's League
  - Tue eve – Competitive League
  - Wed am – Day League
  - Wed eve – Open League
  - Thu eve – Open League
  - Fri eve – Open League, 2 draws (7pm and 9:15pm)
  - Saturday – Educational programs (LTCs, rookie leagues, youth league) and special (or private) events and Butler/college league
  - Sunday – Doubles League and 5 and Under League
- Will offer one "late start" 8pm league per week (possibly Wed)
- Timing:
  - Aug 19<sup>th</sup> - Membership renewals info to be sent
  - Sept 9<sup>th</sup> – League registration starts
  - Oct 4<sup>th</sup> – Deadline for league registration

## Friendlies

- Plans for 2024/25 season:
  - Home (@CCCC)
    - Lewiston CC (tentative – October)
    - Midland CC (early December)
    - Cincinnati CC (early to mid Feb)
    - Midwest Arena Invitational (Mid Feb)
    - Hoosier Hospitality Classic (March)
  - Away
    - Hoosier Cup @ Fort Wayne CC (early Feb)
- **Action Item:** Sharon Martin/Todd Shelton to confirm dates for Lewiston and Midland; also talk to Cincinnati about whether they would be willing to host again this season so that we can better balance our schedule

## Code of Conduct

- Katie Schoenberg has agreed to chair the Code of Conduct Committee and will work on finding two other members to fill out the committee
- Once formed, the committee will draft a Code of Conduct policy for the Board's approval, using USA Curling's recommended policy as a starting point

## Renewal of Liquor License

- Application was approved on July 2<sup>nd</sup>; license expiry date is now Sep 21, 2025
- Bruce Johnston has posted updated documents in bar

## New Business:

### USCA Member Assembly

- Each club can vote on behalf of members or members can choose to separate their vote from the club's
- Our members were informed and none have notified the club that they intend to separate their vote, so Jim Puckering will vote on behalf of the entire club
- On the agenda:
  - Addition of new clubs to USCA
  - Restoring Grand National Club (GNCC) as a regional association

### Appointment of GLCA/USWCA Representative

- **Action Item:** Jim Puckering to ask Tammy Hoffman to continue to serve as our rep for both organizations

### Other Club Roles

- Geoff Randolph has agreed to expand his role to Education Coordinator, overseeing educational programming for LTCs, Youth League, and Private Events
- **Action Item:** Jim Puckering to develop list of current and needed roles so that functions and duties can be distributed and additional individuals identified as necessary
  - Supplies coordinator, sponsorships, other

### **Strategic Planning Committee**

- In order to develop a long-term plan for the club, Jim Puckering proposes a Strategic Planning committee consisting of 4-5 people, preferably with financial and or commercial real estate experience
- **Action Item:** Jim Puckering to write charter for the committee

### **USCA Instructor Course**

- Board agrees to allow Geoff Randolph to go ahead with scheduling
- **Action Item:** Jim Puckering to inform Geoff

### **Security Laptop malfunction**

- Ernie Forney says screen doesn't turn on
- **Action Item:** Matt James to investigate

### **Outdoor "Shingle" Sign**

- Matt James will re-initiate research on ordering sign

### **Countdown Clock**

- Has been proposed to aid pace-of-play; board decides to hold off for now

Next meeting: 8/15/2024 at 7pm