

Circle City Curling Club, Inc.
Regular Board Meeting Minutes
August 18, 2025

Opening

The regular monthly meeting of the Circle City Curling Club was called to order at 7:07 PM on August 18th, 2025 (virtual)

Attendance

Present: Jim Puckering, Jeff Timmons, Sharon Martin, Andrew Sand, Linda Brennan, Jim Gangnon, Jonathan Intravia, Anna Carpenter, Todd Shelton

Review and Approval of Minutes

- July 10, 2025 Regular Board Meeting minutes are unanimously approved

Review of outstanding Action Items

- Jim P. has notified USCA of the board changes and the website has been updated.
- Jeff Timmons has ordered a debit card for Anna and it should arrive soon.
- Todd is working on new trophy for Oktoberfest spiel
- Survey has been sent out to all club members and response window has closed
- Jim P. has not had a chance to work on the roles inventory. We will table until the next meeting.

July Treasurer's report – review and adopt

- July had a loss of \$3,782 which is expected this time of year.
- \$1,440 received in July for Oktoberfest spiel registration
- Electric bill was much lower this month after turning off the large transformer.
- YTS Profit: \$2,600
- Cash on Hand: Approx. \$111,000
- July financial reports are unanimously approved

Committee Reports:

Facilities/Operations – Sharon

- **Action Item:** Sharon will discuss a start date for our cleaners with Ken Roth
- **Action Item:** Need to setup a facility clean up date, looking at potentially doing this on Saturday, September 20th.
- Jim P. has concerns about the amount of buckling in the floor. Will monitor once chiller is turned on – may require some repairs before season begins.

Bonspiels – Todd

- Currently have 6 external and 2 internal teams registered for Oktoberfest spiel. Advertising

ongoing via email and Facebook.

- Club communication went out that included spiel and friendly dates for the year.
- Hoosier Cup:
 - Top 3 teams from the competitive league in session 3 of last season will be invited to represent our club at this event.
 - If one of the top three teams is not available, then we will move down the list to fill the remaining spots. We will encourage the teams to play as they did in session 3 last year, but if someone from their team isn't available then skip can fill in the remaining spots on their team.
 - Discussed the possibility of allowing 4 teams in this event when it is held at our club, but we will stick to the three team format due to our ice availability.
 - **Action Item:** Todd S. will ask Jonathon Schoenberg if he would like to head this up again this year.

Private Events – Jim G.

- Cub scout group (ages 7-10) would like to host a private event. If successful, girl scout group would follow.
 - Concerns noted about availability of small enough grippers. Group is willing to purchase – Sharon sent a link for XXXS grippers to Jim G.
 - Need to determine appropriate format for the event with young children.
 - **Action Item:** Anna and Jim G. will discuss event structure with Geoff Randolph

LTC's/Education – Sharon/Anna

- New Education Committee to oversee LTCs, Youth and College League, Private Events, and Small Group Instruction.
- Committee is currently working to update instruction booklets.
- Anna has reached out to everyone who noted interest in the committee on recent club survey. Committee plans to have meeting in the next 2-3 weeks.
- Will offer Refresher Course/Assisted practice before the season begins on Sept. 22, 23, 27 – instructors needed.

Marketing – Sharon

- Sharon has reached out to everyone who noted interest in the marketing committee on recent survey. Will schedule initial meeting once responses are received.

Hospitality – Anna

- Oktoberfest menu and budget have been finalized and approved by Bonspiel Committee.
- Shopping and volunteer needs will be finalized at next committee meeting.

Sponsorship – Sharon

- Status of new houses
 - Houses are scheduled to be picked up tomorrow (8/19) and then the estimated transit time is 8 days.
 - **Action Item:** Someone needs to be present at club on expected delivery date.

Long-term Planning – Jim P.

- Looking at current membership and where new members are coming from, we seem to be an East side based club and should probably rule out anything on the West side.

- Need to begin thinking about when to approach landlord for lease renewal.

Leagues – Andrew

- No tick rule will be adopted in session 1 for the competitive league only. Will reevaluate after session 1 to determine if we should expand to all leagues.
- **Action item:** Jim P. will purchase combination squares made from fiberglass
- Club Championship
 - Teams who win their league will be qualified for the club championship. May have some overlap between sessions is the same team wins multiple leagues, but this would create space for up to 24 teams to participate.
 - **Action Item:** Sharon will send photo of trophy she has on hand that may work as the club championship trophy.
- League Awards
 - Members noted in the survey that they would like to receive some sort of recognition for winning a league session.
 - Todd and Sharon have ideas for medals or plaques that we can make. Should also consider posting team pictures to Facebook and the club bulletin board.
- CCM Utilization for leagues
 - Sharon met with Fort Wayne club regarding utilizing CCM. They noted that someone is working to develop a screen that will connect to CCM and display schedules and standings. Would like to utilize this if it becomes available. Sharon will continue to monitor and report back with developments.
- There has been a lot of conversation from members putting teams together for the next season which is great to hear.

Youth/College – Todd

- October 11th we are hosting the youth friendly at our club.
- Youth league will begin on September 27th and will practice on Thursday and Saturday.

Olympic Planning – Sharon/Todd/Jim G.

- Education committee met and discussed the format of the Olympic events.
- Anna and Sharon will meet to further narrow down schedule specifics.
- Would like to offer some CCCC and Olympic themed merch to sell at these events.
 - **Action Item:** Sharon will discuss with marketing committee members who have graphic design expertise.

Old Business:

Review “Final” 2025-26 Schedule – Sharon/Todd

- Linda suggested we incorporate women’s events into the schedule since we were unable to offer a women’s league. Will assess ice availability once league registration is complete.

2025-26 Budget – Jim P.

- Jim presented the forecasted budget for the 25-26 season.
 - Forecasted net revenue: \$40,000
 - Expect increase in LTCs and Private Events, reduction in repairs and high supply cost (new houses)
 - Goal: Fill leagues to maximize revenue.

- Explore bar and merchandise sales increase opportunities.
- Committee budgets will continue to be reviewed on a case by case basis.

College Committee – Sharon

- Geoff has reviewed Jessie Gross’ proposal for the college committee and sent his revisions to Sharon.
 - College Committee would be a sub-committee of the Education Committee
 - Suggest that a designated college committee member serve as the board liaison. Would attend the board meetings as a non-voting member.
 - Would like to see a representative from each college represented on the committee.
- **Action Item:** Sharon to review draft, revise and send to board for discussion and approval and adaptation.

Member Communication App – Todd

- Todd suggest we utilize Discord as an alternate form of communication with our members. Free to use with minimal admin work required.
- Unsure of member adaption of the app, based on feedback from other clubs but willing to give it a try.
- **Action Item:** Todd will send invite to all board members now then launch club wide (early to mid Sept)
- **Action Item:** Sharon will include Discord in club communications after Todd does initial communication

Roles Inventory Update – Jim P.

- **Action Item:** Jim P. will work on getting this updated prior to the September meeting so we can discuss

Other Old Business

- Jeff Timmons received the new liquor license and has posted it in the bar.

New Business:

USCA Member’s Meeting Votes – Jim P.

- Jim P. will attend virtually and vote on behalf of the club members. One member has notified us that they have separated their vote.

Washroom Notice – Jim P.

- Landlord has requested we add signage to the restrooms. Jim P. has purchased the necessary signage to comply with the landlord’s request.
- **Action Item:** Jim P. to install signage in all restrooms before the season begins.

Other New Business

Equipment

- DI equipment will be delivered on Thursday and the cost will be \$2,605.
 - Todd motioned to approve the expense. Andrew second. Board unanimously agrees to approve this expense.

Code of Conduct policy

- The Code of Conduct Committee has revised the Code of Conduct document to

include a repeat offense clause and an appeals clause.

- Concerns were raised regarding the inability to appeal or present your side of the story to the code of conduct committee before a reprimand is given. May want to consider changes to this clause in the future.
- The board appreciates the code of conduct committee hearing our suggestions and implementing them in the policy. We will monitor through this season and may ask for additional changes if needed.
- Linda motioned to adopt the policy. Andrew second the motion. 8 members vote to approve the adoption of the policy, 1 member abstained from the vote. This policy has been adopted.

League registration

- Registration will begin for leagues on August 27th
- Sharon will clarify league sign up rules in next club communication.
- **Action Item:** Sharon will setup league events in CCM before next Wednesday
- **Action Item:** Sharon to send sign up reminder and rules clarification

Schedule September Meeting

- September meeting is scheduled for September 21, 2025

Closing

Meeting Adjourned at 9:20 pm