Circle City Curling Club, Inc.

Regular Board Meeting Minutes

September 22, 2026

Opening

The regular monthly meeting of the Circle City Curling Club was called to order at 7:03 PM on September 22, 2026 (virtual).

Attendance

Present: Jim Puckering, Sharon Martin, Andrew Sand, Linda Brennan, Anna Carpenter, Todd Shelton, Jon Schoenberg, Kirk Miller, Kim Gillian

Review and Approval of Minutes

- August 17, 2026 Regular Board Meeting minutes are unanimously approved.

August Treasurer's report – review and adopt.

- Kirk reviewed the Treasurer's Report and highlighted the following activity:
    - Expenses
        - $2460 to Franklin for the DI tank rental
        - $2375 to Frankenmuth for insurance
        - $4542.94 to Rudig for lease.
    - Income
        - $24,900 across bonspiel entries, membership fees, Dynasty merch and lockers
    - Would like to update the categories in the financial reports to make the nature of expenses clearer.
- Treasurer's report is unanimously approved.
- Standardization of procurement policy
    - Board reviewed the draft policy.
    - Anyone who has feedback should provide it within one week. After that, Kirk, Jim and Sharon will meet to discuss and finalize.

Committee Reports (As Needed)

Long Term Planning Committee (Jim)

- Discussed the notes provided by Jim from the meeting that was held on September 10th.
- Committee recommends renewing the club's current lease for 5 years and requesting an additional five-year renewal option be added.
- One or two committee members will contact the landlord to formally exercise the club's renewal option.

- Jon moved to approve proceeding with the proposal. Todd seconded the motion. The motion is unanimously approved.
- The final lease agreement will be presented to the Board for approval once available.

Sponsorship Committee (Jim/Anna)

- Brandon Carpenter has offered to lead this committee and has connected with Mark Gabinet.
- Discussion of fundraising goals and strategies
    - Brandon reviewed the sponsorship materials from the previous renewal cycle and asked whether the club has specific long-term goals or funding needs that should be communicated to potential sponsors.
    - The Board would like Brandon to update the sponsorship materials with his ideas and present them at an upcoming Board meeting to ensure the proposed approach aligns with the club's overall vision.

Leagues (Jon)

- League Registration Update
    - The Sunday Open league was canceled due to low registration.
    - Doubles currently has four teams and can move forward. The Competitive League has three teams, with a potential fourth team forming.
        - The Board discussed the need to better understand why Competitive League registration is low and how participation could potentially be improved in future sessions.
    - Sunday 5U, Monday, Wednesday, Thursday and Friday are full or mostly full.
- Substitution Policy
    - Jon distributed a survey to current and former skips and the board requesting feedback on the proposed substitution policy.
    - Several response have been received. The survey will remain open through Saturday, and the policy will be finalized before the first league night.

Bonspiel Committee (Kirk)

- Oktoberfest
    - Spiel is full with participants from 13 clubs.
    - Draw schedule is nearly complete, and the committee is finalizing rules and event details.
- The committee has not yet received a response from Cincinnati regarding a potential friendly this season.
- GLCA Men's Playdowns
    - The Committee requested clarification regarding its planning responsibilities for the GLCA Men's Playdowns.
    - Matt James coordinated the GLCA Women's event last year. The Board would like to ask whether he is interested in coordinating the Men's Event. If he

does not, the Bonspial Committee would be responsible for appointing someone.
    - The Board noted that this event does not require the same level of planning and volunteer support as a typical bonspiel.
- Bonspiel Budget
    - Tammy and Kirk have discussed a proposed budget for the upcoming season and presented it to the Board.
    - The committee requested clarification regarding event entry fees, particularly for friendlies.
        - The Board's consensus was that the Bonspiel Committee should recommend event pricing as it sees fit, with Board approval obtained before pricing is finalized and published.

Code of Conduct Committee (Sharon)

- Kirk resigned from the committee following his election to the Board.
- Kate DeCarlo has also resigned from the committee as she has not renewed her membership as she prepares to welcome a baby.
- Katie informed Sharon that Megan Monaco and Ron Sinicki will fill the vacancies

Old Business:

- Bar Liaison Activities
    - Andrew stated that he does not believe the Board should be responsible for approving routine bar inventory purchases throughout the season.
    - He drafted a charter outlining expectations and responsibilities for the Bar Manager role and will distribute to the board for review.
    - Board members should review the proposed charter and provide feedback prior to the next meeting.
- Review the volunteer survey for potential Marketing Committee Chair Candidates (Sharon)
    - No progress
- Develop Designs for volunteer recognition badges (Sharon/Anna)
    - Badge designs were provided to the Board and approved.
    - Anna and Sharon will have the badges produced prior to the start of the season.
- Schedule a technology documentation meeting (Sharon/Todd/Jon/Matt)
    - No progress
- Continue 20th anniversary planning and Open House communication (Sharon/Anna/Jim/Linda)
    - The club has not received responses from most of the media outlets contacted regarding the Open House.
    - A local radio program invited Sharon to appear Thursday morning to discuss the Open House and upcoming Learn to Curl programs.
    - Approximately 15 people are currently registred to attend the Open House.

    - The volunteer requirement for the event is expected to be relatively low. However, additional members are still needed to participate in the pickup game and open practice so there is visible activity in the club during the event.
    - The 20th Anniversary member party has ben scheduled for November 14. Current and former members are invited to attend.
    - 20th Anniversary merchandise has been added to the club's merchandise store.
    - A 20th Anniversary banner has been purchased and will be installed prior to Friday's Open House.
- Confirm whether Jonathan Intravia would like to continue as our second USA Curling Club Council representative (Jim)
    - Jonathan does not wish to continue serving in this role.
    - Linda is the club's other representative and indicated that she is comfortable handling the role independently.
- Determine how Circle City will select a team for the Men's Scots Tour stop at Fort Wayne (Jim)
    - Jim has not received additional information from Craig and will follow up regarding the Fort Wayne stop.
    - The Board will need to finalize the process for selecting Circle City participants.
    - During the previous Canadian tour, the opportunity was used to recognize members for significant contributions to the club. Wes Hoffman and Dan Ivers were selected in recognition of their Ice Crew work, Ernie Forney for his overall club participation, and Jim Puckering as the sitting Club President.
    - The Scots Tour team will need to consist of four men, and the event will likely occur during a weekday.
    - The Board would like to use the opportunity to recognize members again. Members will be invited to self-nominate, and the Board will make the final selections from those nominations.
    - Jim will confirm the dates with Craig before requesting nominations.

New Business:

- USA Curling Members' Assembly – Saturday October 3 (2PM)
    - Andrew will attend the USA Curling Members' Assembly and cast the club's vote.
    - No individual members contacted the Board requesting to cast their own vote.
- Purchase of a curling stone texturing kit (Jim)
    - Jim proposed purchasing equipment needed to texture the club's curling stones.
    - The texturing kit is not an urgent need but would be useful to have available. The estimated cost is $540 CAD.

    - A more immediate need is a tension jig for the scraper, estimated at $140 CAD.
    - A U.S. supplier has not been identified for either item. Both are available through Canada Curling Stone.
    - Andrew may have a U.S. contact who could assist and will connect him with Jim if this is an available option. Jim will also contact Canada Curling Stone to determine the best ordering and payment process and will coordinate with Kirk once that information is available.
    - The Board unanimously approved the purchases.
- Donation to Tammy Hoffman for Scot Tour (Anna)
    - Anna proposed supporting Tammy Hoffman during her upcoming Scots Tour, where she will be representing Circle City.
    - The Board discussed donating 50 club pins—25 each of two designs—for Tammy to distribute to hosts and opponents during the tour.
    - The Board approved the donation.
    - Anna will notify Tammy and arrange to provide her with the pins.
- Youth Shoes
    - Geoff received a quote from Broomfitters for 16 pairs of youth curling shoes with 1/4-inch sliders.
    - The quoted total is $3,059.52, including the shoes, sliding discs, toe coating, and grippers.
    - The Board would like an additional quote before the purchase is made.
    - The Board unanimously approved spending up to $3,059.52 for youth curling shoes. Geoff will obtain a second quote and proceed with the lower-priced option.
- Military Flags
    - The military flags caused issues with the ice last season and were relocated in an effort to address the problem.
    - Since installing the ice this season, the Ice Crew has determined that the flags are still likely to create issues.
    - The Ice Crew requested permission to remove the military flags and relocate the U.S. flag to the end of Sheet C.
    - The Board agreed and gave the Ice Crew discretion to relocate the flags as needed to protect ice conditions.
- Entry Door Signage
    - Sharon proposed removing and replacing the faded sign on the club's entry door. She also plans to repaint the door, which is currently significantly faded.
    - Sharon received a quote of $300 for a metal, exterior-rated replacement sign.
    - The Board had no objection to the expenditure, and Sharon will move forward with the purchase.
- Recycling

    - Recycling has been challenging because the club currently relies on members to take recyclable materials home for disposal in their residential recycling bins.
    - Sharon contacted Best Way, the club's current waste provider. Best Way can provide a recycling dumpster the same size as the current trash dumpster, with pickup every other week, for $90 per month.
    - The Board approved the expense.
    - Sharon will arrange for the recycling service.

Schedule Next Meeting

- Next board meeting will be held on October 25th at 7:00 pm.

Closing

Meeting was adjourned at 9:42 pm.