

**Madison Curling Club
Minutes of Board of Directors Meeting**

Date - Sunday, November 15, 2009 at the Madison Curling Club (MCC).

Board Members Present - Larry Baeder, Ericka Balgord, Richard Berling, Janet Crnich, Mark Hartman, Steve Schally, and Toni Swandby (President).

Board Members Absent - Tim Ebert, Mike Fonger, and Kellie Krake (Past President).

Officers Present - Dae Jean Jahnke and Jeff Sailor.

- 1) **Call to Order** - Meeting called to order at 6:07 P. M. by Toni Swandby, President.
- 2) **Approval of the October 18, 2009 Meeting Minutes** - **MOTION** by Larry Baeder, Ericka Balgord second, to approve the meeting minutes as presented without reading. **Motion unanimously carried.**
- 3) **Treasurer's Report** -

- a) **October Month End** - Jeff Sailor reviewed the financial summary for 2009 - 2010 as of 10/31/09. The total revenue for the month was \$86,235, mostly from dues, locker fees and key card fees. There was also a small amount of income from club rentals. The total expense for the month was about \$17,408. The largest expenses were for utilities (\$9,140), repairs (\$2,034), and Ice Expenses (\$3,546). There were smaller expenses for beer, soda, and other miscellaneous items.

Jeff noted that budgeted and actual expenses were out of sync in 2 areas. First, the utility expenses are down about 5% from last year. The utility company averages the costs over the year. This means we are just now beginning to see the cost savings from the more efficient lighting fixtures that were installed last year in the ice house. Second, water softening salt was purchased for a 2 year period and Jeff was only expecting it to be purchased for a single year.

The Capital Budget is running a deficit of \$2,893 for the year. Jeff paid the invoice for the new blade (\$1,800) and its shipping costs (\$500). A new water heater was purchased and installed at a cost of about \$1,196. Jeff has an invoice for oil testing but is still waiting for approval to pay it.

As of the end of the month, the club had 479 members. As of today, the total membership stands at 485 with 35 yet to pay their dues. This total is less than the

number of members budgeted resulting in a drop in revenue of about \$4,000. On the bright side, 66% of last years new members are returning. This is up from the average of 50%.

4) **President's Report**

- a) **Bylaw Review** - Richard Berling passed out copies of the 2009/2010 Revision Recommendations of the Bylaws. The bylaws should contain information and instructions regarding the relationship between the Board and the membership. He and Toni Swandby met several times to review and update the bylaws. Their goal is to eliminate sections with procedures that are outdated, remove sections that relate to operational procedures (Board functions), simplify the language, and replace passive language with positive language.

Articles 1, 2, and 3 were reviewed. Minor changes were made to Article 1 and there were no suggestions for other updates. The list of membership classifications was removed from Article 2 and will be moved to the operational manual. Sections 2, 3, 5, and 6, being outdated, were removed from Article 2. There were no suggestions for other updates. Minor changes were made to Article 3 Sections 1, 2, 3, 6, and 7. Section 5 was removed from Article 3. Suggestions were made to replace and add a small amount of text in section 4. Richard will make the changes and send the updated text to the Board.

There was a discussion regarding what would constitutes a quorum at a meeting for a corporation when it allows voting by mail. Janet Crnich will research this question for the Board.

The remaining articles will continue to be reviewed at subsequent Board meetings starting with Article 4 next month. Richard ultimately wants the Board to approve changes to the bylaws and have a new version ready to present to the membership 30 days in advance of the annual meeting. The membership will vote on whether or not to accept the changes at the annual meeting.

Mark Hartman arrived at 6:25 P.M.

- b) **Capital Expense Projection Reports** - Toni Swandby reported that a large capacity hot water heater was purchased and installed before the Halloween bonspiel. The purchase was made by Mike Fonger through the Madison Curling Foundation which has a tax exempt status.

Steve Schally and Al Hafeman are still discussing which ice house equipment items need to be added to the spreadsheet. There is nothing that needs immediate attention.

5) **Current Business**

- a) **Vision Committee** - Larry Baeder and Sandy Gordon have been unable to find a time to meet. They hope to find a mutually agreeable time to meet soon.
 - i) **Fund Raising** - Janet Crnich, Steven O'Connor, and Toni Swandby are also trying to set up a date to meet to discuss fund raising for this project.
- b) **Host US National Club Championships 2010** - Mark Hartman reported that the committee is very busy. The Crowne Plaza has been secured as the largest sponsor. Meetings continue with other possible co-sponsors. These sponsors would be asked to make donations of \$5,000 to \$10,000. This money would be used for advertising about a month in advance of the event.

The hospitality committee has met several times and they are talking to businesses around The Crowne Plaza. They hope to get these businesses involved as minor sponsors by getting them to offer coupons for their services that can be given to the athletes.

Dave Davidson, Jeremy Roe, and Mark Hartman will be meeting with the state director of the 4/H organization. They will discuss whether it would be beneficial to both groups to forge a relationship. They hope that 4/H can provide volunteers to help at the event as well as a pool of potential new curlers. 4/H would be the charitable organization associated with the event and would receive a donation from the event.

The next general meeting will be held November 18, 2009. Jeremy wants to get an idea of the number of volunteers that will be needed, when they will be needed, and what they will be asked to do for the event. He will then create and post a spreadsheet so people can sign up to help. It was suggested that he also make an online version of the sign up spreadsheet available. Google provides an application that allows people to share a spreadsheet.

Patrice Gabower will be bringing clothing samples to the meeting. It is hoped that event clothing items will be available for sale before Christmas. A suggestion was made that event water bottles be made available for sale along with the clothing items. Water bottles are very popular at this time.

A class will be held February 20, 2010 to train timers and officials. People interested can become certified as Level 1 and Level 2 Officials.

- c) **Club Calendar, 2009 - 2010** - Mark Hartman reported that the Curl vs. Cancer bonspiel is on the calendar and will be held January 16 and 17, 2010. Toni Swandby followed up with Jennifer Rhude Krug. Vicki Mayr has agreed to be Jennifer's co-chair for the event. Katrina Maldonado has agreed to be the kitchen chair for the event.

The annual meeting and the remaining Board meeting dates have been added to the calendar. A rental by Century 21 on December 18, 2009 has been added. The first curling clinic was cancelled and a decision was made to not reschedule.

The dehumidification donor recognition dinner has been added to the calendar for December 21, 2009. The social hour will begin at 5:30 PM with dinner beginning at 6:30 PM. Richard Berling agreed to organize the dinner. He has 2 possible kitchen chairs lined up and will be talking to them soon. He will get a list of the 60 or so donors from Rob Wixson. Janet Crnich has agreed to be the invitation co-chair and will use an electronic invitation to keep track of the attendees.

Mark Hartman will post a paper copy of the calendar on the bulletin board in the club house.

- d) **Open House Recap** -Larry Baeder stated the official numbers of guests that attended the Open Houses will be listed in the next edition of the Hogline. He reported that 50 visitors came to the club on Thursday, October 15 and 11 of them signed up that night to become members. Saturday, October 17 brought 25 visitors with only 3 signing up as members. There were over 80 visitors on Monday, October 19 with about 19 signing up as members. He said that Monday was 'crazy full' but that it was a good night and things ran smoothly. Steve Schally said his cross training was complete and he is ready for the Open House next year.

Richard Berling asked for tips to improve the registration form and to add a name and address of a single contact person. Information comes from everywhere. It would be more organized if there was a central repository for the information.

- e) **Halloween Bonspiel Recap** - Mark Hartman made it to the finals in the event and therefore, having been at the event all weekend, reported that the event went well and was very successful. The event was full with more teams on a waiting list. Jeff Sailor reported that from a financial aspect, this was one of the most successful Halloween Bonspiels. He received a check from Brian Bergen for \$3,900.
- f) **Web Site** - Toni Swandby told the Board that Steve Day was not able to attend the meeting but the web site has been launched. There are still some pages that are

void of content such as the ratings page. These pages will be updated when time permits and content is received. Sections can be added for any interest and a suggestion was made to add a page with information relating to the Winter Olympics curling events.

There is a project in progress to allow password protection for sensitive information. Nick Schleicher is working on this. When this project is complete, things like the Hogline can be placed online.

- g) **Rating Committee Report** - There was no update on this topic.
- h) **Committee Assignments** - Dae Jean Jahnke reported that the list is ready. She will send copies to Steve Day, Joel Dietz, and Tim Funk. There are still 2 committees without chairs that did not have chairs last year. Also, a chair to run the weekend All American is still being sought. Dae Jean will have Mary Ann Jerred place another appeal in the Hogline for volunteers to fill these chair positions.
- i) **Club House Rentals for 2010** - Mike Fonger sent an e-mail to the Board before the meeting with the suggestion that the ice and club houses continue to be made available for summer rentals. In the e-mail, he stated that if only the club house was rented, we would lose a great deal of revenue which would be hard to replace. The Board agreed that the current rental policies are working and we will continue to make the entire facility available to renters.

Jump ahead on agenda.

6) New Business

- c) **Rental Agent** - Our current rental agent, Kris Lee, has submitted her resignation, effective December 9, 2009. Mike Fonger has a few people in mind that might be willing to take Kris' place and he will be talking to them soon. If he is unsuccessful in finding a replacement, he will send out a request to the membership for suggestions.

Return to agenda.

5) Current Business

- i) **Club House Rentals for 2010** - Toni Swandby received an inquiry from Kris Lee regarding renting the club house to a non-member during the curling season. A request has been made to rent the club house March 20, 2010. After a brief discussion, a decision was made to follow current policy and not rent to a non-

members during the curling season, as it would be too disruptive to our membership. The first weekend the club house will be available to a non-member is April 10, 2010. Toni will inform Kris of this and have her ask the renter if the later weekend would be an acceptable option.

Jump ahead on agenda.

7) Other Business

- a) **Popcorn Machine** - Mike Fonger sent an e-mail to the Board before the meeting with the suggestion that the popcorn popper be sold and the club begin using microwave popcorn in its place. He also asked that the club charge \$1.00 per bag of microwave popcorn so that the club could make money on this snack item. The Board quickly decided that the machine's popcorn tastes better than microwaved popcorn so we are keeping the machine. However, there was confusion on the cost of the packets of popcorn used in the machine. It was determined that a better sign is needed near the popcorn machine so that the members know how much to pay.

Jump back on agenda.

5) Current Business

- a) **Vision Committee** - Mike Fonger sent an e-mail to the Board before the meeting with the comment that he has talked to several members about the change to the club house which would replace the television area with a storage room. His observation so far is that this doesn't seem to be a popular idea. Toni Swandby asked the Board members to raise the topic with additional members and bring back the responses for further discussion.

Returned to agenda.

6) New Business

- a) **Membership Directory** - Steve Schally reported that Tim Funk is finding fewer businesses willing to place ads in the directory this year. Tim will be sending out more inquiries. Tim and Joel Dietz, are gathering and organizing the member information for the directory. They are missing some of the Mansfield shift rosters and draw sheets. Larry Baeder will get the information from the shift captains. To save costs, Steve reported that Tim and Joel will be pulling out some of the historical content from the directory. This information can be placed on the web site. Removing it from the directory will save on printing costs.

Jump ahead on agenda.

- c) **Fund Raising Solicitation/Outside Sales** - A fund raising idea was presented to Janet Crnich which she presented to the Board. A home based product sales consultant proposed donating 50% of the profits from her sales at the club in exchange for permission to use the club for a few evenings to take orders for her products. Current policy does not allow for this kind of solicitation without Board approval. This policy is in place to preserve the integrity of the club's purpose, which is to provide a place to promote the sport of curling.

Although the Board appreciated the offer to receive a portion of the profits from orders, it was decided to decline the offer at this time. However, Janet was encouraged to pursue some variation of this offer as a future potential fund raising option. Janet will look into the potential of setting up some kind of holiday bazaar for next year with several home based product sales businesses represented. This kind of bazaar could possibly be opened up to the general public and not just the club members.

8) Other Business

- a) **Board Meeting Start Time** - Larry Baeder suggested that, due to the increased noise level in the club house once the Daniels league comes off the ice, the Board meetings should start at 5:00 P.M. instead of 6:00 P.M. **MOTION** by Larry Baeder to change the start time to 5:00 P.M. for future Sunday Board meetings being held at the club. Richard Berling seconded the motion with the amendment that '5:00 P.M.' be replaced with 'the same time as the start time of the Daniels or McNaughton leagues'. **Motion as amended unanimously carried.**
- b) **US National Club Championship Seed Money** - Mark Hartman asked for money to pay for expenses that will be incurred before the event takes in revenue. **MOTION** by Mark Hartman, Steve Schally second, to have the Treasurer transfer \$1,000 from the MCC to an account set up for the US National Club Championships as seed money to cover initial expenses for the event. The motion was amended to include 'with Mark Hartman and Jeremy Roe as signatories of the account'. **Motion as amended unanimously carried.**

- 8) **Adjournment** - **MOTION** by Ericka Balgord, Richard Berling second, to adjourn. **Motion unanimously carried.** Adjournment at 8:08 P.M.

Submitted by Dae Jean Jahnke, Secretary