

**Minutes of YKCC Board of Directors Meeting – Monday, February 3, 2020. Approved at the February 24, 2020, meeting.**

**Directors present:** Cole Parsons, Lynda Koe, Robert O'Rourke, Nick Rivet, Karen Costello, Jane Romanowich

**Directors absent:** David Aho, Cameron Buddo, David Wasylciw, Haslan Escalante

**Staff present:** Melissa Tilden

Agenda Item	Summary of Discussion	Action(s) Required
1. Call to Order 7:02 p.m.		
2. <b>Motion</b>	to approve the amended agenda: (M) Karen (S) Lynda. <i>Carried</i>	
3. Approval of Minutes	<p><b>Motion</b> by Robert to make a change to the draft minutes of January 6, 2020. Change was approved by all.</p> <p><b>Motion</b> to approve the amended minutes of January 6, 2020: (M) Karen (S) Lynda. <i>Carried</i></p>	
4. Standing Items	<p>a. <b>Administrative Update</b></p> <p>i. <b>Policy Update</b></p> <ol style="list-style-type: none"> <li>1. Conflict of interest policy – Dave W. wanted wording changed. Karen advised this is an agreement, not a policy. We need to have policy clipboard for the bulletin board.</li> <li>2. Helmet policy</li> </ol> <p><b>Motion</b> to approve the helmet policy. (M) Robert (S) Nick. <i>Carried</i>                      Helmet policy to be reviewed each year.</p> <p>ii. <b>Facility Update</b>                      Security and Bar Update</p> <ul style="list-style-type: none"> <li>- Haslan is trying to get the city to pay for the bar doors and deadbolts on the doors at ice level. We have no contract with Arctic Alarm.</li> <li>- Tom Naugler and Dave W. are working on the camera problem. The city has not been able to decide on the issue of recording staff due to previous legal problems, so YKCC is going to go ahead and change the cameras.</li> <li>- The city has ordered new doors, but we need new door frames too. Do not know what the hold-up has been for receiving the new doors.</li> <li>- Brooke is to talk to the bartenders and go over list of duties and concerns they may have.</li> </ul>	<p>Lynda to check with Sport North re wording/style of policy and come up with new wording/format.</p> <p>Robert to send waiver form to Karen re helmets. Karen will add date approved etc to policy &amp; it needs to be posted asap.</p> <p>Cole and Haslan to follow up on these issues.</p> <p>Cole to email Brooke re list of duties for and concerns of bartenders</p>

**Motion** to pre-approve up to \$400 to purchase a new cash register. (M) Karen (S) Lynda. *Carried.*

TV repairs – need an update from Dave W.

Ladies washroom stalls – repairs to washroom stall doors have not been done.

**b. Manager's Update**

- Liquor training set for February 17 at 7 p.m.
- Haslan to get criminal record check to Melissa so she can get the liquor licence.
- Jr. ladies & mens teams - club will do sponsorship

**Motion** to give \$1,000 to jr. ladies & mens teams. (M) Lynda (S) Jane. *Carried.*

- Melissa advised under 12 members have unpaid curling fees. Those who have not paid their curling fees will not be allowed to curl by end of the week.
- Photocopier is not working & Tom Naugler has been contacted but he has not replied to date.

**c. Financial Update**

(See financial sheet attachments)

**d. NWTCA Update**

**i. Affiliation fees**

Melissa needs to send spreadsheet to Spider. Once NWTCA gets spreadsheet, they will bill YKCC accordingly.

Melissa to purchase new cash register.

Cole to contact Dave W. for update on TV repairs.

Melissa to contact Haslan for update on repairs to ladies washroom stall doors.

Haslan to get criminal record check to Melissa.

Melissa to contact Tom Naugler again.

Tania to give us total losses and out-of-pocket expenses from break-ins.

Melissa to send spreadsheet to Spider.

	<p>e. <b>Safe Sport Update</b></p> <ul style="list-style-type: none"> <li>i. Karen has not received information from St. John’s Ambulance re first aid training. To be taken off agenda and reviewed again in August 2020.</li> <li>ii. Karen to re-send waiver letter to Melissa/Tania.</li> <li>iii. Curling Canada re: Inclusion Policy – no update at this time.</li> </ul> <p>f. <b>Advertising Update</b> Robert advised Dan Drimes is interested in having an advertising board at ice level and Dan is to get in touch with Melissa.</p> <p>g. <b>Fundraising Update</b> – completed.</p>	<p>Karen to re-send waiver letter to Melissa/Tania.</p>
<p>5. Old Business</p>	<p>a. <b>Merchandise for Sale</b> Scarves – We will keep the scarves for sale but put them away at the end of this curling season until the next season.</p> <p>b. <b>Volunteer Appreciation email</b> Melissa had put a thank-you on the Facebook page to thank all the volunteers. This is to be done after each event.</p> <p>c. <b>Frames and photos for Lifetime Members</b> The frames that we have are fine.</p>	<p>Melissa &amp; Lynda to work on getting frames &amp; photos put together.</p>
<p>6. New Business</p>	<p>a. <b>Junior Girls Fundraising Request</b> – Completed.</p> <p>b. <b>Hockey Day in Canada</b> The city contacted YKCC re: curling on ice by the museum for Hockey Day in Canada. It was relatively short notice and not enough people were available, so we declined.</p> <p>c. <b>Curling Day in Canada</b> There is a Get Active Fun Spiel on February 22<sup>nd</sup> from 8:30 am to 3 pm. There will be mixed doubles from 3-11 pm after the fun spiel.</p>	<p>Melissa to reply to the city that YKCC has declined curling on Hockey Day in Canada.</p> <p>Robert to revise sign-up forms for fun spiel.</p>

	<p>d. <b>Year-end Banquet</b> Banquet will take place on April 4, 2020. Menu is steak and lobster tails. There will be a silent auction.</p> <p>e. <b>U12 &amp; U15</b> Event will be held on February 14-15, 2020. Carla and Greg are organizing this event.</p> <p>f. <b>Break-in Incident Report</b> – The RCMP have reports and Robert has information. YKCC has an incident report form that is to be filled in. This needs to be finalized for next meeting.</p>	<p>Lynda to handle the silent auction at year-end banquet. Melissa to look on computer for the checklist for the windup &amp; send this out.</p> <p>Lynda to draft incident report &amp; property damage report &amp; send to Karen.</p>
<p>7. Next Meeting Date: Monday, February 24, 2020, at 7:00 p.m.</p>		
<p>8. Adjournment: <b>Motion</b> to adjourn the meeting: (M) Karen.</p>		