

# Pittsburgh Curling Club

Regular Board Meeting Minutes November 12, 2024 – 7:00 PM

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## 1. Call to Order

The meeting was called to order at 7:00 PM.

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## 2. Roll Call / Attendance

### Board Members Present:

- Steve Buffington
- Gerry Kyle
- Burt Cubbison
- Joe Walton (via Zoom)
- Sarah Fissella
- Rich Palagallo
- Don Cober
- Dustin Devine
- Trevor Mathey
- Q (Quintin Lovicks)
- Zach Romitz
- Allie Devine (Treasurer)

### Board Members Absent:

- Jacki Temple

### Others Present (via Zoom):

- Marie Rose
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### 3. Approval of Previous Meeting Minutes

- The Board reviewed the minutes from the October Board Meeting.
  - A minor correction was requested regarding the placement of an item about tutorial videos under the correct committee heading.
  - **Motion** to approve the October minutes with the correction by **Sarah**, seconded by **Rich**. The motion carried unanimously.
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### 4. Member Comments

No formal member comments were presented.

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### 5. Financial Report

#### Treasurer's Report (Allie Devine)

- **Account Balances (End of October):** \$41,684.11 total
  - **Monthly Income & Expenditures:**
    - \$23,770 income
    - \$13,880 liabilities paid
    - Long-term liabilities at \$1.3 million
  - **November Liabilities:** Approximately \$26,000, including \$1,347 for Directors & Officers insurance renewal
  - **Deposits & Sponsorships:**
    - \$400 from Doughboys Pizza (sponsorship)
    - \$840 from a CCAC class
    - \$125 from a rock purchase
    - Additional donations via Donately
  - **Reimbursement Requests:**
    - Three bar-purchase reimbursements (Mark L., Erin, and Sarah) were presented and approved.
  - **Volunteer Assistance:**
    - Additional help is needed to categorize incoming payments (Stripe, Square, etc.) to reduce the Treasurer's workload, especially during peak seasons.
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## 6. Old Business

1. **SafeSport Certification**
    - Several members still need to complete it.
  2. **Form 990 Submittal**
    - The Treasurer has the required documentation and is reviewing it before filing.
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## 7. Committee Reports

### A. Membership Committee

- Approximately **107 total members**.
- The recent CCAC class (seven students) generated \$840; several attendees expressed interest in league play.
- Outreach continues to former members who have not renewed.
- Discussion on social engagement includes possible trivia nights, in-house bonspiels, and other events to foster camaraderie.

### B. Events Committee

1. **Five & Under Open Bonspiel (Dec 5–8)**
  - 30+ teams confirmed, aiming for a 32-team field.
2. **U5 World Championships Bonspiel (Jan 9–12)**
  - Target of 16 teams; projected revenue of \$4,500–\$6,000.
3. **Party Spiel (Jan 24–26)**
  - 24-team capacity; 8–9 teams currently registered. Outreach to past participants is ongoing.
4. **GNCC Wheelchair Championships (Apr 11–13)**
  - Registration opens December 7; researching wheelchair-accessible transportation.
5. **Allegheny County Liquor Tax (7%)**
  - The club must now remit this tax whenever a special-event liquor license is obtained.

### C. Facilities Committee

- No major updates. A mid-season ice flood (resurfacing) is under consideration, though no firm date has been set.

## D. Communications Committee

- **Warm Room Hero** platform is functioning smoothly after minor fixes.
- Exploring **Reddit** for broader outreach and using **Slack** for improved internal collaboration.

## E. Finance Committee

- **Tax Assessment Appeal**
    - A December hearing is anticipated; documentation has been provided to the school district.
  - **Additional Treasurer Support**
    - Volunteers with basic bookkeeping skills are encouraged to assist with financial recordkeeping and transaction categorization.
  - **Grant Application**
    - Paperwork has been submitted; awaiting a final decision.
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## 8. New Business

### 1. GNCC & USCA Administrative Items

- **Rosters & Fees:** Final membership rosters must be submitted soon, along with any required USCA/GNCC dues. The Board discussed whether to automatically enroll all members or continue an opt-in approach, but reached no formal decision.
- **Tulsa Curling Club Admission:** Board voted to accept Tulsa Curling Club into GNCC.
- **GNCC Survey:** The Board was reminded that GNCC may issue a survey soon, and members should be prepared to respond as needed.

### 2. Learn-to-Curl / Private Group Rates

- **Current Guidelines:** Approximately \$700–\$800 per sheet on weekdays and \$500–\$550 per sheet on weekends for private/corporate events.
- **Discussion Points:**
  - High demand on certain evenings (e.g., Thursdays)
  - Ensuring enough volunteer instructors at each event
  - Balancing revenue generation with potential volunteer burnout
- **Next Steps:** Rates remain under review, no formal motion proposed.

### 3. Status of Fire System

- The Board acknowledged the need to confirm the next inspection/update schedule. No conclusive report was provided; topic deferred pending more information.

### 4. Other New Business

- **Internal Social Events:** Discussed adding in-house bonspiels or social gatherings to engage both new and longtime members.
  - **Olympics 2026 Planning:** Future increase in membership demand was briefly noted; detailed planning discussions were deferred.
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## 9. Action Items Review

Action Item	Assigned To	Due Date
How To Videos For Website	Burt	Next Meeting
Complete SafeSport certification	All Board Members	Ongoing
Reach out to Ed & Dave regarding club updates	Dustin Devine	Ongoing
Research wheelchair bonspiel transportation	Steve / Events Committee	Next Meeting
Continue contacting lapsed members for feedback	Gerry	Ongoing
Solicit help for financial transaction reviews	Treasurer / Board	Ongoing
Finalize Futures League winter/spring pricing	Membership Committee	Next Meeting
Submit/finalize Form 990 (post-review)	Treasurer (Allie)	ASAP

Action Item	Assigned To	Due Date
Confirm hearing date for school tax assessment appeal	Steve / Finance Committee	Pending Notice

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## 10. Adjournment

The meeting adjourned. **Next Regular Meeting:** Tuesday, December 10, at 7:00 PM.

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