



Board Member Meeting Minutes

September 10, 2024 | 491 McCoy Road, McKees Rocks, PA 15136

Members Present	Steve Buffington, Rich Palagallo, Dustin Devine, Quintin Lovicks, Trevor Mathey, Burt Cubbison, Don Cober, Zach Romitz, Allison Devine, Jacki Temple, Sarah Fissella
Members Absent	Joe Walton, Gerry Kyle
Observers	Winnie Leung, Matthew Clark
Called to Order	7:00 PM

Approval of Previous Minutes

Discussion		
Conclusions		
Approval of July board meeting minutes. J. Temple / S. Fissella; carried unanimously		
Action Items	Person Responsible	Deadline

Member Comments

Discussion		
<ul style="list-style-type: none">• Several members, and a few people at bonspiels have expressed that they would like it if we had less prominent (or totally non-existent) “TV” lines in the ice.<ul style="list-style-type: none">○ Reasons given: people getting too hung up on the idea of a “fall” on or off of the line, difficulty teaching new curlers to aim at the broom instead of the line, and a few of the better Canadian teams at bonspiels saying the lines are distracting.○ Suggestions from members included making the lines skinnier, using a different material such as twine or rope, or eliminating the lines altogether.		
Conclusions		
The ice committee will take this under advisement for 2025-2026 curling season and will consider using yarn.		
Action Items	Person Responsible	Deadline

Financial

Discussion

Pittsburgh Curling Club Financial Reports				1.42 as of 9/10/2024			
As of 08/31/2024				0.44 Months of Solvency if no additional income			
Current Assets		Current Income		Current Liabilities		Current Liabilities for September	
End of Month Balance		Income Deposited		Paid Liabilities	PAID NOTES EXPENSE TYPE	Planned Liabilities	SCHEDULED NOTES
Dollar Checking	0.00	PNC - Money Market Interest	0.04	Iron City Express	129.89 8/7/2024 AUTO Utilities	Duquesne Light	684.54 9/4/2024 AUTO
Dollar Savings	158.60	Dollar - Savings Interest	3.46	Comcast	314.46 8/8/2024 AUTO Utilities	Comcast	314.46 9/9/2024 AUTO
PayPal	0.00	Memberships	100.00	West View Water	22.72 8/8/2024 AUTO Utilities	Iron City Express	129.89 9/9/2024 AUTO
PNC - Money Market	1,015.96	Leagues	1100	Duquesne Light	878.05 8/11/2024 AUTO Utilities	West View Water	22.72 9/10/2024 AUTO
PNC - Primary Checking	1,776.52	Stripe - Credit Card	9,850.58	Columbia Gas	32.38 8/12/2024 AUTO Utilities	Columbia Gas	40.00 9/12/2024 AUTO
PNC - Secondary Checking	6,055.03	Stripe Fees		Intuit Qbooks	68.90 8/15/2024 AUTO Office Expense	Intuit Qbooks	64.20 9/14/2024 AUTO
Total Cash/Checking/Savings	9,006.11	Donation		PAMS	86.00 8/18/2024 AUTO Utilities	Dollar Bank Loan	3,695.55 9/15/2024 Loan
Other Current/Restricted Assets		Bonspiel		PAMS	0.40 8/18/2024 AUTO Bank Fee	Dollar Bank Interest	6,010.14 9/15/2024 Interest
122001 - Giant Eagle Gift Cards	-	Total Income Deposited	11,054.08	STO-ROX School District	5,482.15 8/22/2024 PAID School Tax	PAMS	45.00 9/18/2024 AUTO
12100 - Prepaid Expense	134,752.45			STO-ROX School District	3.50 8/22/2024 PAID Bank Fee	PAMS	0.40 9/18/2024 AUTO
Other Current/Restricted Assets	134,752.45			Dollar Bank Loan	3,695.55 8/24/2024 PAID Loan	WM T Hutchinson Co	141.49 9/23/2024 Interest
Total Current Assets	143,758.56			Dollar Bank Interest	6,010.14 8/24/2024 PAID Interest	WM T Hutchinson Co	2566.26 9/23/2024 Loan
Movement Between Accounts				GNCC Legacy Loan	59.23 8/30/2024 PAID Interest	GNCC Legacy Loan	56.01 9/23/2024 Interest
Transfer from PNC - Money Market to:				GNCC Legacy Loan	1,288.42 8/30/2024 PAID Loan	GNCC Legacy Loan	1,291.64 9/23/2024 School Tax
PNC - Primary Checking	7,000.00			GNCC Legacy Loan	62.44 8/30/2024 PAID Interest	STO-ROX School District	5,482.15 9/30/2024 Bank Fee
Transfer from PNC - Secondary Checking to:				GNCC Legacy Loan	1,285.21 8/30/2024 PAID Loan	STO-ROX School District	3.50 9/30/2024 Website
PNC - Primary Checking	7,500.00			Steve Buffington	286.00 8/30/2024 PAID Bonspiel Bar, Pins	PairDomains.com	22 Sales Tax
Transfer from PNC - Primary Checking to:						Commonwealth of PA	
Dollar Savings	4,200.00			Total Paid/Current Liabilities	19,705.44	Total Planned/Current Liabilities	20,569.95
				Long-term Liabilities	PRINCIPAL CHANGE		
				GNCC Legacy Trust Loan	24,976.34 -2,573.63		
				Dollar Bank Construction Loan	1,126,571.20 -3,836.65 6.5% Now		
				Rose-Buffington Loan	113,000.00 250.00		
				Hutchinson Loan	11,318.94 0.00		
				Total Long-term Liabilities	\$1,275,866.48		

- Ended August with a balance of \$9,006.11
 - Solvency (end of August): 0.44 months if no additional income
 - Income last month: \$11,054.08
 - Paid liabilities in July: \$19,705.44
 - September's anticipated liabilities are \$20,569.95
 - Total long-term liabilities owed: \$1,275,866.48
- Small financials – report from Marie Rose
 - Deposited funds
 - 09-07-24: \$800.00 – memberships paid by check
 - Undeposited Funds
 - \$43.20 – Citizens Bank
 - Donately
 - No report – Busy making ice!

Conclusions

We need guidance about property depreciation and loan amortization to provide more accurate info to our accountant.

Action Items	Person Responsible	Deadline
Ask a commercial real estate underwriter for guidance about amortization and depreciation.	Jacki Temple	ASAP

Old Business

Discussion

- It's highly recommended that all board members become SafeSport certified because we host youths in Learn-to-Curls and plan to have youth programming in the future.
- Ed & Day Webcast: held on June 1
 - Expected air date is in early 2025
 - We should advertise the webcast as a way to drum up more interest for new members. Several opportunities exist for cross-pollination
- GNCC Wheelchair Championship: April 11- 13, 2025.
 - Can be national or international event.
 - More information is needed about a potential special membership category if participants are international and/or not members of the GNCC.
- Potential Penn State College Bonspiel – March 28 to 30
- Possible In-House spiel near the end of the Winter Session
- Appalachian Friendly – Need to move this earlier (mid-March?).

Conclusions

Action Items	Person Responsible	Deadline
Complete SafeSport certifications	All board members	ASAP
Reach out to Ed & Day production team and request they link to us (website, socials, etc.) to help us cross-pollinate	Dustin Devine	ASAP
Get more info about potential special membership category for GNCC Wheelchair Championship	Steve Buffington	February

Events Committee

Events Committee		Sarah Fissella	
Discussion		<ul style="list-style-type: none">● Unofficial International Under 5 Bonspiel is in discussion (Canada, Japan). We could be the host; 16-team invitational; January 9 – 12 (Matt Apesos)<ul style="list-style-type: none">○ Day time spiel and worked around league draws○ Steve to have a phone conversation to work out details● Decision was made to drop Over/Under to 3-day 16 team● 5 and Under Open Bonspiel approved as a National Qualifier<ul style="list-style-type: none">○ December 5 – 8○ up to 32 teams, 24 teams registered so far● Party Spiel registration opens October 5th.<ul style="list-style-type: none">○ Event dates: January 24 – 26○ Get quotes on event pins● Wheelchair Spiel – April 11 to 13	
Conclusions			
Action Items		Person Responsible	Deadline
Make draw formats for Over/Under for 16 teams & email registrants the info		Dustin Devine	ASAP
Talk with Matt Apesos via phone about logistical details for the possible International Under 5 Bonspiel		Steve Buffington	ASAP

Communications Committee

Communications Committee		
Discussion	Burt Cubbison	
<ul style="list-style-type: none">• Warm Room Hero<ul style="list-style-type: none">○ It's LIVE and it looks great!		
Conclusions		
Action Items	Person Responsible	Deadline

Finance Committee

Finance Committee		
Discussion	Allison Devine	
<ul style="list-style-type: none">● School district appeal<ul style="list-style-type: none">○ Another hearing October 8th. No other developments.● Having at least a second person as oversight is being requested.		
Conclusions		
Action Items	Person Responsible	Deadline

Membership Committee

Discussion		Gerry Kyle	
<ul style="list-style-type: none">● CCAC Curling Classes<ul style="list-style-type: none">○ 8 people are registered so far● First on ice activity – Open House on September 13-14<ul style="list-style-type: none">○ We need volunteers● Shorten the LTC? 90 minutes? Shave off some of the nuanced instruction<ul style="list-style-type: none">○ Some people have commented that the 2-hour LTC is overwhelming○ People aren't satisfied with 3 ends○ Maybe streamline learning to allow a 4th end○ Offer how-to-teach LTC with club members? Or retool with the regular volunteers?● Fall League starts September 18th			
Conclusions			
Action Items		Person Responsible	Deadline
Invite community and club members to the open house		Gerry Kyle	ASAP

Facilities Committee

Committee Committee		
Discussion	Steve Buffington	
<ul style="list-style-type: none">● Ice installation seems to be going smoothly.● Warm Room – some insulation removed & replacement was done on Monday, Aug 19● Scraper & Nipper blade sharpening:<ul style="list-style-type: none">○ Don found a shop in New Ken to sharpen one of the blades○ Steve sent nipper blade to Canada; still awaiting its return● Pebble and scrape learning and practice starts this week● Practice ice will be available Monday, September 16; League curling will start Wednesday, September 18		
Conclusions		
Action Items	Person Responsible	Deadline
Email membership about practice ice availability	Burt Cubbison	ASAP

New Business

Discussion	
<ul style="list-style-type: none">● Committee Health Check<ul style="list-style-type: none">○ Still need to flesh out the committees. Steve will be in touch, so we have names associated with each for the October meeting.○ Committee Reporting guidance doc from Trevor – Please review this and comment if necessary.○ Allie Devine is Chair of Finance○ Sarah Fissella is Chair of Events● Competition Policy<ul style="list-style-type: none">○ June Xue's draft recommends that for league play, teams should be required to have at least 2 members present for it to be a legal game.● Practice Ice & Instruction<ul style="list-style-type: none">○ High Performance Player (Elizabeth) – her schedule seems flexible and she can work around our existing leagues○ Club members are also interested○ It's proposed that any club member can use available sheets during regular draw times to help eliminate extra workload or additional ice prep.○ Julia DiBaggio and Nick Visnich from Mayfield – ice rental for 2 dates on Sundays.● Collaborate with PGH Home Brew Club<ul style="list-style-type: none">○ Monthly meeting (one time) Saturday afternoon at the curling○ Abbreviated learn to curl○ Their meeting and shared home brews○ Maybe a "value added" activity for our membership.	

- Scheduling
 - Zach Romitz is taking over scheduling from Leonard Jarabeck
 - He's been looking through the various Google email accounts we have and consolidating similar emails into Google Groups to streamline communications
 - A primary person is needed to monitor each Group

Conclusions

We will charge a drop-in fee of \$25.00 for non-PCC members and charge no fee for PCC base members (and above) who wish to use available ice for practice. T. Mathey / S. Fissella. Motion carries with one abstention (D. Devine).

Requested practice ice will be available on open ice – during, before or after league times – at the drawmaster's discretion. Requests will be made via email no later than 48 hours in advance. T. Mathey / R. Palagallo (unanimous)

Action Items	Person Responsible	Deadline
Finalize who's in charge of each committee	Steve Buffington	ASAP
Get back to Elizabeth and drawmasters about scheduling and practice ice policies	Burt Cubbison	ASAP
Finalize dates for Julia DiBaggio & Nick Visnich	Steve Buffington	ASAP
Reach out to PGH Home Brew Club to finalize details	Dustin Devine	ASAP
Complete converting single user accounts to Group Accounts	Zach Romitz	ASAP
Finalize proposed competition policy	All board members	September 16, 2024

Adjournment

Meeting Adjourned	Approval to adjourn S. Fissella/ Q. Lovicks; carried unanimously
Next Board Meeting	Tuesday, October 08, 2024 at 7:00 pm PghCC