

# Pittsburgh Curling Club | Board of Directors Meeting Minutes

**Meeting Type:** Regular Board Meeting

**Date:** January 11, 2026

**Time:** 6:00 PM (Called to Order: 6:08 PM)

**Location:** Pittsburgh Curling Club, 491 McCoy Road, McKees Rocks, PA 15136

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## Attendance

### Board Members Present

Member	Attendance
Steve Buffington	In Person
Winnie Leung	In Person
Dave McCormish	In Person
Tyler Machovina	In Person
Rich Palagallo	In Person
Don Cober	In Person
Quintin Lovicks	Via Zoom
Trevor Mathey	In Person
Zach Romitz	In Person

### Board Members Absent

- Jacki Temple
- Dustin Devine

### Officers Present

- Allie Devine, Treasurer (via Zoom)

## Others Present

- Marie Rose (via Zoom)
  - Mike "Pez" Hasko (via Zoom)
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## Call to Order

R. Palagallo, presiding, called the meeting to order at 6:08 PM.

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## Approval of Previous Meeting Minutes

### **Discussion:**

- Board members reviewed the December 2025 Board of Directors meeting minutes
- Minor corrections were noted and incorporated

### **Conclusions:**

**Motion:** To approve the minutes of the December BOD Meeting as amended

**Moved by:** T. Machovina

**Seconded by:** T. Mathey

**Vote:** Motion carries unanimously

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## Member Comments

### Futures League Experience Level Concern

#### **Discussion:**

- A member with 15+ years of Canadian curling experience was invited to join Futures League, causing concerns among some league members about appropriate experience levels for the league
- The situation was not intentional misrepresentation; the member wanted to curl with a friend who described the league as mixed experience
- Draw Master Jim Yanacek is handling the situation and plans to address it with the full group

**Conclusions:**

- The situation is being appropriately handled by Draw Master Jim
- Action item: Update website registration to require curling experience field to be mandatory for league signup

## Game Clock Concerns

**Discussion:**

- Multiple members expressed concerns about the clock system and its effect on shortening games
- The clock favors slower-playing teams and those who primarily throw draws and guards
- Many members only get seven ends per game

**Conclusions:**

- D. Cober reported timers are being installed for each sheet within the next week or two
- This will improve visibility, especially for split-time leagues
- R. Palagallo will develop materials for pace of play and general Learn to Curl instructions to laminate and display

## No-Tick Rule Clarification

**Discussion:**

- Members requested clarity on no-tick rule application across leagues

**Conclusions:**

- The no-tick rule is now standard for all league play
- Learn to Curl programs and Saturday morning teaching games may be exempt
- Friday/Saturday pick-up nights and non-league events are exempt

## Competition Policy and Club Representation

**Discussion:**

- Questions arose regarding teams representing Pittsburgh Curling Club at competitive events
- Club playdowns require participants to be dues-paying members, part of GNCC, and participating in a league

## Conclusions:

- S. Buffington will draft a competition policy for board review
  - Policy to be ready for presentation at the annual meeting
  - Target completion: April 2026
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## Financial Report

**Presented by:** A. Devine, Treasurer

### Discussion

- End of month account balance: \$72,500
- Revenue: \$49,500
  - \$5,000 donation check designated for accounting purposes
  - Over \$15,000 in league fees via Stripe
- Expenses: Approximately \$31,000 after corrections (Duquesne Light was initially duplicated at \$2,700)
- USCA dues: Same as last year at \$7 per player plus \$25 for the club
- GNCC dues: Paid and check cashed
- USA Curling dues: Paid (check not yet cashed)
- GNCC insurance invoice received, to be paid this month
- Trane chiller expenses: Two invoices received, waiting on third A Board Member has offered to pay the first two invoices as a donation

### Conclusions

- Financial report accepted as presented
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## Committee Reports

### Ice Committee

**Presented by:** T. Mathey

### Discussion:

- Ice is in good shape
- New scrapers added to the roster with more members interested in learning

- Implementing more regular deep cleaning schedule for rocks using brushes and mineral spirits
- January and February will be challenging due to increased Learn to Curl events and club gripper usage

**Conclusions:**

- Continue building scraper roster
  - Implement regular rock cleaning schedule
  - Pez volunteered to clean all club brooms before Saturday Learn to Curl
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## Facilities Committee

**Presented by:** S. Buffington

**Discussion:**

- Good job in avoiding tracking salt into building; no salt detected on ice
- Salt spreader now in use for better metering
- Leak detected in ladies' locker room over sinks (smaller than previous leak, possibly related issue)

**Conclusions:**

- Leak repair is a summer project
  - Snow removal volunteers to be recruited via Slack volunteer channel
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## Finance Committee

**Presented by:** D. McCormish

**Discussion:**

- Finance Committee evaluated proposal from McElhinney Associates (Matt Davin, CPA) for bookkeeping services
- Option 1: Variable hourly rate (\$250/hour) capped at \$2,000
- Option 2: Monthly fee of \$325/month for ongoing bookkeeping support
- Monthly option eliminates need for QuickBooks license (\$80/month savings), effective cost \$245/month
- Service would address key person risk with current volunteer bookkeeping

- Engagement timeline: Discovery in March, pause in April (tax season), implementation in May
- Goal: System operational by June for Tropicurl
- Costs fit within donated funds designated for this purpose

### **Conclusions:**

**Motion:** To approve the Finance Committee Chair, along with Z. Romitz, A. Devine, and Marie, to contract with McElhinney Associates under the direction of Matt Davin, CPA, to undertake the scope of work outlined in his proposal dated January 5, 2026, with engagement launching in March 2026, pausing during April 2026, and resuming in May 2026, under the monthly bookkeeping support option. All contracted terms will be reviewed on a post-hoc basis with the board.

**Moved by:** T. Machovina

**Seconded by:** S. Buffington

**Vote:** Motion carries unanimously

## Membership Committee

**Presented by:** Z. Romitz

### **Discussion:**

- Current membership: 144 members (as of January 9, 2026)
  - 101 returning members (70.1%)
  - 43 new members (29.9%)
  - 2 social memberships, 28 unlimited memberships
  - 130 members in leagues, 14 not in leagues
- Year-over-year: 24 more members than same period last year (120)
- League status going into winter:
  - Monday: 47 members (full, one team of five)
  - Tuesday Futures: 34 (full)
  - Wednesday: 31-32 members (9 teams)
  - Stones and Scones: 25 signups
  - Olympic League: 23 signups (approaching capacity)
  - Thursday Night Owls: 19
  - Sunday: 10 (all unlimited members)
- Pittsburgh Sports League (PSL) partnership discussion for new Olympic-style league
- CCAC schedule: February 5th start date
- Olympic League capacity issue: Only room for one more person before needing fourth sheet

## **Conclusions:**

**Motion 1:** To permanently move Friday pizza nights to Saturdays effective beginning of February 2026, freeing Friday evenings for a new league slot

**Moved by:** Z. Romitz

**Seconded by:** W. Leung

**Vote:** Motion carries unanimously

**Motion 2:** To offer CCAC and PSL graduates a special rate: \$100 for remainder of winter league plus \$50 add-on for spring unlimited (base membership still required)

**Moved by:** Z. Romitz

**Seconded by:** D. McCormish

**Vote:** Motion carries unanimously

**Motion 3:** To create a \$25 discount code for new curlers who sign up while in the building, applicable to membership dues, league fees, or Learn to Curls. Gift Certificates and Logo shop are excluded.

**Moved by:** Z. Romitz

**Seconded by:** S. Buffington

**Vote:** Motion carries unanimously

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## Education Committee

**Presented by:** R. Palagallo

### **Discussion:**

- Learn to Curl tracker updated every Friday
- End of December: 253 total curlers (private and public events)
- January: 127 scheduled
- February: 32 scheduled
- March: 62 scheduled (includes large 50-person private event on March 13)
- April: 4 scheduled
- Olympic Experience dates added to calendar through March
- College outreach: Contacted 7 colleges, Chatham responded
- January 31 Olympic Experience: First four sessions designated for college students at \$10 rate
- USA Curling February junior program opportunity discussed
- Budget comparison needed: LTC ones budgeted for 400 people, currently at 187; LTC twos outpacing at 39 (budget 13); Olympic Experience budgeted for 280 people

**Conclusions:**

- Website sign-up page for Olympic Experience needed urgently for QR code generation
  - R. Palagallo to add budget variance column to tracker
  - D. McCormish and R. Palagallo to initiate junior program discussions
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**Technology Committee**

**Presented by:** D. Cober

**Discussion:**

- Working on sheet timers for the ice
- Working on B5 for cleaning pebble shots
- Selecting clips from existing footage to send to media

**Conclusions:**

- Sheet timers expected to be installed within the next week or two
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**Marketing/Communications Committee**

**Presented by:** W. Leung

**Discussion:**

- Carson Digital engaged as marketing consultant for three months (January-March)
- Cost: \$1000/month, fits within \$3,600 marketing budget
- Focus areas: Google ad optimization, SEO, customer reporting, tag management
- Media day held January 2: Generated approximately two weeks of content
- Social media trending up: 100% bump on some search terms
- Increased views, visits, and follows on Facebook and Instagram
- Member survey results: Confusion around fee structure, social standards/etiquette, desire for community
- Influencer days scheduled: Tuesday January 13 (9-11 AM), Friday (5-7 PM)
- Next Pittsburgh magazine feature: Coming January 17
- Olympic watch party: Erin working on venue arrangements

**Conclusions:**

- T. Mathey to send professional posters to Mike for printing
  - Follow up on tracking against Millvale Curling bar in search results
  - Recognition for Courtney for survey work
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## Events Committee

**Presented by:** S. Buffington

### **Discussion:**

- Party Spiel: Currently at 14 teams; potential 15th team from Florida (Loggerhead Curling Club)
- If the Florida team joins, a 16th team will be needed to balance the draw
- Tropicurl: Now full with wait list established
- Filled much faster than previous years (approximately 18 hours)

### **Conclusions:**

- Party Spiel draw ready for either 14 or 16 teams
  - Florida team expected to confirm by January 12
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## Volunteerism Committee

**Presented by:** Q. Lovicks

### **Discussion:**

- Over 620 volunteer hours logged
- Top volunteer: Marie with 193 hours (plus 132 hours for recipes)
- 19 people have logged hours; actual volunteers estimated at three times that number
- Several members have reached discount threshold for next year membership
- Need improved hour logging and recognition system

### **Conclusions:**

- Q. Lovicks to determine exact discount amount and notify eligible members
- Consider QR code signs reminding members to log hours
- Develop recognition campaign for volunteers going above and beyond

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## Grants & Sponsorships Committee

**Presented by:** T. Machovina

**Discussion:**

- Conversations continue with potential sponsors
- New sponsorship received: Bobby Gordon committed to three-year, 4x8 wall banner sponsorship
- This brings FY25 sponsorship to budget
- \$2,100-\$2,400 still needed for winter 2026
- UPMC Sports Medicine banner is in final year; pursuing UPMC Insurance for renewal
- Banner printing must be done by club (Doug) to ensure proper material and alignment

**Conclusions:**

- T. Machovina to follow up with Bobby Gordon for graphics
  - T. Mathey to provide contact information for UPMC Insurance
  - T Machovina to begin sharing updated Tracker with Board prior to next BOD Meeting
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## New Business

### Annual Meeting Date

**Discussion:**

- Proposed date: May 16, 2026 (Saturday)
- Date selected to avoid May board meeting conflict, Memorial Day weekend, and proximity to Tropicurl
- Alternative of April meeting (between winter and spring sessions) discussed but deferred to next year due to current activity levels

**Conclusions:**

- Annual meeting tentatively set for May 16, 2026
- Committees to begin budget planning in March/April
- New board review period: June-July
- Budget vote: August

## Building Fund Pin Donation Threshold

### Discussion:

- Current threshold: \$75 donation receives thank-you pin
- Pin cost: Approximately \$5
- Mailing cost: Over \$7 (must be hand-processed due to pin thickness)
- Total cost: \$12 per pin

### Conclusions:

- Donation threshold for pin raised from \$75 to \$100
  - Website donation buttons to be updated accordingly
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## Executive Session

The board entered executive session at the conclusion of regular business to discuss board member replacement.

**Motion:** To adjourn the regular meeting and enter executive session

**Moved by:** D. McCormish

**Seconded by:** T. Machovina

**Vote:** Motion carries unanimously

Non-board members (Pez, Marie) excused from meeting. Recording stopped.

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## Action Items

Action Item	Person Responsible	Deadline
Update website to require curling experience years on registration	Z. Romitz	ASAP
Develop pace of play / etiquette materials	R. Palagallo	ASAP
Develop LTC Script Materials	R. Palagallo	ASAP

<b>Action Item</b>	<b>Person Responsible</b>	<b>Deadline</b>
Draft competition policy for representing club at spiels	S. Buffington	April 2026
Contract with McElhinney Associates for bookkeeping	D. McCormish / Z. Romitz	March 2026
Update calendars to move pizza nights from Fridays to Saturdays	Z. Romitz	February 2026
Create coupon codes for CCAC/PSL	Z. Romitz/ B. Cubbison	February 2026
Create In Building Coupons	Z. Romitz	ASAP
Finalize details with Q. Lovicks on PSL league	Z. Romitz / Q. Lovicks	ASAP
Set up Olympic Experience page on website	B. Cubbison	ASAP
Review Flyers with Mike	/W. Leung	ASAP
Track club search ranking against Millvale Curling	W. Leung	February 2026
Follow up on TV interview contacts	S. Buffington	ASAP
Coordinate Olympic watch party venue	E. McManus	ASAP
Build grants/sponsorship tracker with budget columns	T. Machovina	February 2026
Talk to Doug about printing flyers	T. Mathey	ASAP
Initiate junior program discussion	D. McCormish / R. Palagallo	TBD
Determine volunteer recognition approach	Q. Lovicks	TBD

Action Item	Person Responsible	Deadline
Add budget variance columns to Learn to Curl tracker	R. Palagallo	TBD

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## Next Meeting

**Date:** Sunday, February 8, 2026

**Time:** 6:00 PM

**Location:** Pittsburgh Curling Club, 491 McCoy Road, McKees Rocks, PA 15136

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## Adjournment

The regular meeting adjourned and transitioned to executive session following the motion by D. McCormish, seconded by T. Machovina, with unanimous approval.