



Minutes of the 2023 Annual General Meeting of the Chinguacousy Curling Club.

April 16, 2023

Upper Lounge, Sandra Hames Curling Centre, Chinguacousy Park.

2:00pm

Call to Order & Opening Remarks

All members having received notice of the Annual General Meeting and a quorum for the meeting being present, the meeting was declared properly constituted.

The meeting was called to order by Shelley Higgerty, Chair of the Chinguacousy Curling Club, presiding officer for the AGM.

Chair Higgerty provided greetings and thanked everyone for their attendance. She introduced the new staff from City of Brampton who started in January 2023, Tammy Hewitt Recreation Supervisor, Kari Porter, Recreation Coordinator and Dany Hua, Programmer for Curling. The staff provided remarks about some of the things the City has been doing since January to troubleshoot some of the challenges the Club has experienced. The staff requested that by Monday end of day, lockers be emptied as some will be impacted by construction.

Questions posed to the City:

On request for an update on renovations: City staff advised that tennis expansion starting next week and completed by next summer with male change rooms being affected. A follow up question was asked about the long-term impact of construction. Staff advised that when the curling season begins it will be fully accessible to members.

On question about who runs the bar and what is done when stock runs out: Kari advised she is working with Alysha who started in January and runs Chinguacousy Park and Peel Village concessions, the working expectation is that the bar will be fully stocked. If stock hasn't been available for over a week, advise the board who will inform City and inquire about product availability. Related to the bar, members requested training for staff on how to change of a keg.

On concerns raised about the availability of the bar and facility before, during and after game play and request contracts that are clear that hold everyone accountable and understand what to expect from City: Staff replied yes, they can work on that. Where leagues who request to have the bar available before gameplay, that request can be made through the board.

On question of bar availability before league play: City staff advised leagues should request it through board.

On concerns about lack of communication between front desk staff, maintenance and others and understanding of where emergency kits are and that injury reports are needed: Staff advised that they would ensure this happens.

On question of whether there is plan in place to replace bar staff when they don't show up and communicate to the leagues: City staff advised that they are working on this and recognized that it was a challenge.

On question of new rocks: City staff advised that money is there for new rocks but that the producer hasn't manufactured rocks yet and there is a 2-3 year wait. That the costs have also increased so will need to request more money. They are looking at alternatives.

Shelley continued her remarks and addressed the proxy votes submitted prior to the meeting. were held as the board had not approved a form or process, proxy votes would not be accepted. Members challenged this and advised that minutes from last AGM and the bylaws stated that proxy votes could be used. Shelley reiterated that the bylaws also require that they conform with the board's processes which do not exist and that concerns about members holding multiple proxies was also raised previously. The board did not have the opportunity to develop these given other priorities in the year. Members again raised their objections. Members could have reached out ahead of time to inquire with the board about proxies. John Earl advised that he had multiple proxies.

Alana read what was in the minutes about the proxy voting from the 2022 AGM: "one of the several issues that the incoming board will continue to review in order to ensure that the policies developed and confirmed are consistent with the ONCA." She also reiterated that the bylaws are contingent on having a board form.

Alana Del Greco raised that others who were not in attendance today would not have been given the option to have their voice heard. Members present were not swayed.

After additional discussion, a motion was moved THAT:

People with signed proxies should have the right to have their proxies heard today.

Moved, John Earl, Seconded Tom Dunlop.
Carried.

Approval of Agenda

Approval of the agenda sent to members 21 days in advance was sought.

Moved by Diane Ketch, seconded by Silvana Alaimo
Carried.

Approval of minutes of AGM April 24, 2022

Approval for the minutes was sought.

Pat Arbuthnot inquired whether the attendee list should have been posted and available as well as the quorum could be called into question. Members were advised that this was not included with the minutes of the last several AGMs.

No amendments were provided.

Moved by Lee Crawford, Seconded by Lina Wattie
Carried.

Board Report

An annual report drafted by the Board was sent to members at least 21 days prior to the meeting for their review and which provided an overview of activities and operations of the Club. It included a report from the Chair, Financial Statement by the treasurer, membership report, marketing and communication report and updates on governance and strategic activities.

Highlights provided by the representatives are below:

Chairs Report – Shelley Higgerty

- Recognized the volunteerism in the club.
- Recognized and thanked league convenors for making room for Adult Learn to Curl members who transitioned to membership.
- Advised that the board undertook lots of work and spent hours on initiatives and priorities.
- Indicated that the Club needs to balance old and new to be strong and grow.

Registration Report – Lisa Bailey

- Advised that there were 320 members which fluctuated throughout the year.
- There were 47 new members to club many from Adult Learn to Curl and Try It
- Talked about the subcommittee struck of members last year that looked at membership fees. Fees have been divided into what membership pay for and league fees. Ice costs went up and so those fees went up slightly.
- The membership committee also looked at social member fees and advised that the board should revisit those.
- Reminded members that the old refund policy was changed to make it easier to get a refund regardless of circumstances.
- Mentioned that members who curled in 3 leagues got the 4th league for free. Recognized it wasn't well communicated.
- Advised that the board did have a conversation about fee structures and as part of annual process fees should be revisited to ensure the right amount is charged to cover costs.

Treasurer Report – Tim Crawford.

- First time as far as board is aware of that a tracking exercise was used to determine where fees went to.
- Membership fee was divided into four priority area budget lines.
- Recommends that perhaps the operation bucket should be its own category to cover things like professional fees.

- Recommends that the board through summer revisit whether \$90 membership fee is the correct amount to cover costs.
- The board has had good discussions about what to do with money not spent and would like to do more for members.
- Given that expenses and revenues are still coming and going into the treasury, looking at an AGM in September once season has closed would be appropriate.

League Liaison – Chris Nowak

- Recognized that there was some discontent representation of leagues changed.
- Advised that tried hard to ensure concerns and ideas were represented on board.
- Has already asked for meeting with league convenors to expand league arrangements, such as equality of teams more competitive.

Recruitment and Retention – Fiona Anthes (Recruitment), Kathy Hay (Retention)

- Acknowledged volunteers who helped with adult learn to curl and Pearl Quan, the youth curling coordinators hard work.
- Volunteer recognition is under Kathy who will be looking at what has been done previously and what the Club needs for the future.

Marketing and Communications – Alana Del Greco

- Thanked Maxine Tschanz for webmaster support.
- Reminded members about a new section of the website where internal bonspiels and external bonspiels shared with us are posted.
- Supported leagues with promoting their bonspiels in a number of ways through email distributions with other clubs, on social media and posting to CURL ON and TCA sites.
- Continued growth in social media presence in follower growth and engagement.
- Tried to increase recognition of member activities both at the club and at external events and have seen an increase in member engagement especially with our Facebook and twitter accounts. The Club continues to see growth in use of Instagram as well.
- Board also looking at buying a step and repeat, picture background stand for use across the leagues, but some consideration for storage and process for signing it out needs to be determined.

Shelley opened the floor to questions.

Pearl Quan provided an update for youth curling and thanked members of the recruitment team to allow 17-year-old participants to be a part of adult learn to curl bonspiel. She also thanked leagues for allowing qualified youth curlers to be spares. She advised that she continues to work with board on youth membership and a youth league.

Pat Arbuthnot inquired whether 4th league for free is something to look at next year to see if sustainable. Lisa replied that the board should review fees yearly and for member (2) who were willing to pay for that many leagues and play they deserved a break.

John Earl inquired about whether membership fees and league fees adequately covered costs and perhaps fees should be rethought as Ching is the cheapest clubs around and determine whether the residual amount of money should be spent on members. Tim responded that these things were never

recorded before, but with the membership budget board could see where it needed to be careful, and where there was room especially with 50th anniversary coming, perhaps continuing to pay for a lawyer and need for accountant and auditor.

Pat Arbuthnot asked whether the Board had a number to keep in mind of amount to sit in bank account. Thinks that 88,000 seems too much. Needs to be lowered or pushed back to member, name tags to push back to all members.

Juli Rosin had several questions:

- On bonspiel ice and whether one way to give back to members could be for board to pay for bonspiel ice. There was discussion amongst members about this issue and whether there could be reconsider the decision for the Club to cover bonspiel ice. A decision of a previous board removed this because of concerns that bonspiels didn't benefit all members which is what Club funds should be spent on.
- Not receiving club emails and whether this can be fixed (rogers). Deferred to next agenda item.
- Inquired where does Marv White Award fits with volunteerism. Something for Kathy Hay to look at and where does Marv White award sit within volunteerism.
- An inquiry about ice costs related to Inner City league for some sheets of ice. There was some back and forth about the process the City uses and the need to figure out how best to get club information to City. And that the way the city costs things, 1/2day bonspiel ice is cheaper in certain situations. Shelley advised that the board was working on credits for some ice costs. Lisa raised that at the last board meeting agreed that the Club would cover costs related overages from the city given the errors.

Chris Nowak raised concerns related to how she convened a committee and began to work on the 50th anniversary. She had provided information at the last board meeting about some of her plans. She advised that a member or members of the board said that former members could not be part of committee and presented to board it received lukewarm support. As a result, communicating this to her committee, they all resigned.

A motion was brought forward THAT Chris can ask for whomever wide representation on the steering committee for the 50th Anniversary.

Alana Del Greco raised that Chris' recollection was not consistent with what had occurred in Alana's view. That the board had raised concerns that the membership of the committee be reflective of everyone including new curlers, and that as financial stewards of the Club, the board had the responsibility to question and provide feedback on what was presented because it is paying for the event.

The motion was considered.

Moved by Melissa Pearce, Seconded Wendy Newman
Carried

[Governance and banking working group update](#)

Lisa Bailey provided an update that regarding the work of the committee that covered what she had provided via email to members through email.

New Business

1. New Club Management tool

Alana Del Greco provided the update.

Alana advised that the board approved the transition to Curling Club Manager, which is a more user friendly, modern software used to run registration, league play, events, volunteer management built by an IT professional who is a curler.

The transition is expected to be fairly quick. It is intended that it be ready before registration opens up with the intent to have league coordinators and convenors get some training and play around with it. It is expected that the new system will reduce the hours convenors and coordinators spend building league play.

The features such as volunteer management, the member dashboard are cleaner and user friendly than anything the current system offers.

Current system has a tiered payment system whereas our membership grows the Club must enter a new tier to get more storage space for membership information.

A pointed question was asked of the representative regarding email management, and the it was advised that there is work around for the rogers/yahoo mail platform issues experienced with the current provider.

Some changes perhaps would be made to the website as well because Curling Club Manager uses a different content management system. League reps have been engaged to gather business rules for the website.

Thanked Spencer Dunlop for bringing it to the Boards attention that there is a better club management tool.

Member questions included question about costs. The new system currently has no such limitations and it's a flat fee on an annual basis whereas if membership grows the Club would have to get to a different tier with Ricon which currently costs \$880.

Lisa also mentioned that currently she must remove old members. Alana mentioned if the Club wants to reach out to them or folks who took learn to curl years ago to see if they want to join it wouldn't be possible because the information is not there.

Election of Directors

Chair Higgerty transferred the presiding officer duties to Jeannette Burnside and Peter Armata, lead for the Nomination Committee to conduct the election of the new board. It was noted that 5 number of

directorships as well as the treasurer position open for election to the Board, and 5 had put their names forward for consideration leaving 1 additional nominee needed for treasurer. There remains a vacancy on the board due to lack of interest in the role. The following are the list of candidates for positions on the board:

- Lisa Bailey
- Alana Del Greco
- Shelley Higgerty
- Kathy Hay
- Leslie Moir

Peter Armata and Jeanette Burnside then asked the membership if there were any additional nominations from the floor to add to the list of candidates. There were 4 nominations for which the nominees accepted the nomination:

- Ed Mathewson (Nominated: John Earl, Seconded John Keast)
- John Earl (Nominated: Ed Mathewson, Seconded Grant Burnside)
- Ray Husain (Nominated: Pat Arbuthnot, Seconder, Laurie James)
- Pat Arbuthnot (Nominated: Ray Husain, Seconded Brad Wolf)

Nominations for Treasurer:

Clinton Wolf (Nominated: Pat Arbuthnot and Seconded John Earl)

Francis Goodfellow (Nominated: Shelley Higgerty, Seconded Diane Ketch)

The election for the five director positions were conducted by ballot.

The election for the position of treasurer was conducted by show of hands.

Based on the results of the election, the following is the composition of the board for the 2023-2024 season:

1. Fiona Anthes
2. Trish Waters
3. Chris Nowak
4. Kathy Hay
5. John Earl
6. Ed Mathewson
7. Ray Husain
8. Pat Arbuthnot
9. Clinton Wolf, Treasurer

Motion for ballots to be destroyed and proxies – carried.

Closing Remarks

Wished everyone well in the summer.

Adjourned