



Berwick Curling Club Board Meeting August 20th, 2018



Attendance: Alice McNeil Bryan Illsley Danny Vaughan Michelle Larsen
Arlene MacArthur Claude LeBlanc Deb Hubbert Mike Larsen
Beth Easson Connie Milne Hartley MacArthur
Brad Schurman Curt Palmer Matt Redden

Missing: Tammy West (joined in progress)

Topic: Management Agreement between the Berwick & District Community Association & the Berwick Curling Club.

- A meeting was held August 20th to discuss the draft of the Management Agreement between the Curling Club and the Berwick & District Community Association (BDCA). The BDCA manages the arena and all other areas are managed by the individual organizations that occupy them.
- The agreement with the Lions Hall was modified to suit the needs of the Curling Club. Curt Palmer, on behalf of the Curling Club, was asked to read through the first draft and his recommendations were incorporated into the version presented to the Board at this meeting.
- The term of the agreement is 20 years less a day with the option to renew for the same term four times. It does not have to be registered at the registry of deeds and no subdividing is required because the term is less than 20 years.
- As part of the agreement, the Curling Club is responsible to provide one third of the community component towards the capital cost of the Larsen Curling Centre. This one third will be comprised of the net proceeds of the sale of the property on Orchard Street less the shutdown costs, the Larsen Family donation of \$150,000 and the roughly \$75,000 realized in the Club's "Raise The Rings" Campaign.
- The Berwick Curling Club (BCC) is responsible for the operation and management of the Curling Club. Two representatives of the Curling Club will be on the BDCA Governance Committee.
- The Curling Club has sole discretion of signage on the inside of the club facility.
- The settings of the temperature, humidity and any other factor that may influence the ice conditions is the sole discretion of the Curling Club. As well, if the BCC were to hold an event in the arena, the settings there would be the sole discretion of the club.
- Any repairs required in the future for the roof area over the curling club are the responsibility of the Berwick Curling Club and will be paid from the capital saving fund as outlined in the agreement. As well, the BCC is responsible for proportionate repairs costs for the common areas and refrigeration plant as part of the agreement. The Capital Savings Fund will need to be started by the Curling Club.
- The proportionate costs are determined by percentage of the square footage footprint for each premise. All organizations are expected to contribute towards the costs of the common areas of the KMCC. To start, the Berwick Curling Club will assume 20% of the associated costs. This can be reviewed within a six to eight month

time frame. The Committee has broken down the percentages as follows: 64.47% Arena, 20.69% Curling Club, 8.31% Lions Hall, 5.26% Fitness Centre and 1.27% Winning Edge Sports.

- The revenues from the Wellness Centre, Apple Dome Dinner and the golf tournament will be shared based on the percentage footprint.

Projected Costs:

◦ Power of the Larsen Curling Centre	\$3500
◦ Power of the ice plant	\$12,250
◦ Wages and Benefits of the common areas	\$13,500
◦ Common areas costs	\$10,500
◦ Curling Club Specific costs (content insurance, jet ice etc.)	\$15,000
Total Projected costs	<u>\$54,750</u>

Projected Revenues (20% of the revenues)

◦ Wellness Centre	\$8276
◦ Dinner	\$6207
◦ Golf tournament	\$6207
Total Projected Revenue	<u>\$20,690</u>

For the 2017/2018 season, the curling club's operating revenues totaled \$51,183 and operating expenses were \$46,757.

The revenues, for at least the first 2-3 years, must go back into paying off the loan bridging the gap between the funds distributed to finish Phase II and the pledges to come in (those pledged over a few years span).

Date of Next Board Meeting: The next Board meeting will be held 6:30^{pm} on August 28th at the new Curling Club.

Adjournment: Curt motioned to adjourn the meeting.

Minutes submitted by Arlene MacArthur, Secretary