



Berwick Curling Club Board Meeting

May 26th, 2022

Attendance: Arlene MacArthur Bryan Illsley Matt Redden Todd Dempsey
Bill Coldwell Brian Hirtle Mike Larsen Toshi Imai
Bill Milne Curt Palmer Michelle Larsen Tracy Tate
Danny Vaughan

Absent: Alice MacNeil Beth Easson Brad Schurman

Approval of the April 25th, 2022 Board Minutes: Michelle motioned to approve the minutes of the April 25th, 2022 Board Meeting. Seconded by Matt.

1) Business Arising From The Minutes:

- a) **Door FOB System. June 1:** The grant has been approved for the maximum amount which is 33.33%. This covers the computer set up, running of the computer's wireless router, and the UPS (back up power). The door FOB system is being installed June 1.
- b) **Nominating Committee – want three people:** Still looking for people to sit on this committee. Please see Mike if interested. We will need to identify new candidates prior to the September Annual Meeting.
- c) **Window Sign - Todd:** Todd proposed two different colourings for the window sign to identify the Larsen Curling Centre. Bryan moved that we purchase the window sign with red letters and include the Berwick Curling Club logo on the bottom for a maximum amount of \$500 + HST. Curt seconded. Motion carried.
- d) **Lighting – West side of the building – Mike:** The bulbs were burnt out, they have been changed are they are on timers. There should be no issues walking home after dark now.
- e) **Audited Financials:** Lawrence Lake stated that we could get audited financials, there is no disadvantage, the cost is approximately \$5000. Kentville Curling Club does not audit, however they do complete an Annual Review. This costs approximately \$2500. The difference between the two is that the audit is a deeper dive into the numbers and an opinion is given. A review is not as deep, does not give an opinion but would identify any red flags. The amount of work to be done to complete either of these tasks is unknown. If there is ever a need to borrow money from the bank, an Audit would need to be completed. There is no conclusion yet if the Curling Club will go either of these routes.

2) Financial Report:

- a) **Bank Balance:** The bank balance as of May 26th is \$62,009.77 + \$50,000 GIC. The \$3000 cheque to the BDCA still needs to be cashed
- b) **Financial Committee Update:** Met Tuesday, May 24th. Brian Hirtle provided a summary of the meeting. He was impressed at the number of curlers that attended the KMCC Dinner and Auction, however based on the questions he received, he felt it was unclear about where the large pledges went. Mike explained that the money is not shared with the Community Association, but instead goes towards KMCC Capital Reserve Fund, these donations are different than the proceeds from the auction, which are shared with the Community Association. The Dinner and Auction was a means to acknowledge their donations. Also discussed at the meeting were the Investment Policy Draft, Capital List & Annual Contribution, and the Annual Audit.

3) New Business:

- a) **Laptop for Treasurer:** The treasurer has been using hand me down computers for years, which are quite slow. Curt moved that the Berwick Curling Club purchase a laptop for the use of the treasurer with a budget of \$1200 + tax. Danny seconded. Motion carried. Dan Keddy will be providing a recommendation on the laptop to be purchased.
- b) **Broom Head Refurbishment:** We have 42 brooms that Learn to Curl, Corporate Rec League, and members who forget their brooms on occasion use. Andrea Saulnier can refurbish broom heads for \$5/head. Danny motioned that Andrea refurbishes our broom heads for a maximum of \$250. Curt seconded. Motion carried.
- c) **Investment Policy Discussion & Feedback:** There was a discussion around using other chartered banks for investments, however if we stayed with the bank we use for everyday financials, it would be beneficial should the Curling Club ever need to borrow money. Brian Hirtle moved that all investments must be made through the financial institution the club uses for everyday financials. Todd seconded. Motion carried.
- d) **Request from NSCA to host Qualifiers:** The qualifiers are December 8-11, 2022. The Berwick Curling Club has hosted three events in the last four years, and haven't held any club events in the last two years. The feedback to the NSCA is that this is not good calendar-wise for our club, and to look for another club to host.
- e) **Nomination for Berwick Sports Hall of Fame:** Bill Milne moved that we nominate the 2008 Nova Scotia Club Curling Women's Team as an inductee to the Berwick Hall of Fame. Curt seconded. Motion carried.
- f) **Other:**
 - i. It has been determined that the minimum cash in the bank is \$15,000
 - ii. We will have an Emergency Fund of \$15,000, which will be put into a cashable GIC, so that it is available if needed.
 - iii. It is also suggested that no investment be made for longer than a 3-year term. We will look at having an equal amount in 1, 2 and 3 year terms for our investments.
 - iv. We will request that the KMCA issues our bills during the curling season (October-March) versus the whole year.

Next Meeting: Monday, July 4th @ 7PM at the Club.

4) Adjournment: Brian Hirtle motioned for the meeting to be adjourned at 8:33PM.

Minutes submitted by Tracy Tate, Secretary