

**SUPERIOR CURLING CLUB  
MEETING OF BOARD OF DIRECTORS  
July 23, 2018 – Who's Bar**

Irv Mossberger, President	Mick Stein
John Bradshaw, Vice President	James Lehto
Timothy Bradshaw, Treasurer	Karen Flesvig
Brian Crawford	

Scott Laven – Club Manager  
Joe Kubala – Advertising  
Rick Flesvig – Ice Manager  
Kim Lund – acting Sec.

Irv called the meeting to order at 6:02 pm.

**Secretary's Report / Approve Minutes / Club Manual update**

Motion to approve the Sect's minutes of the May 21, 2018 Board Meeting was made by Mick; seconded by Tim.

Kim will combine past meeting minutes (5 years) into a searchable pdf document.  
Include Investment Policy and Insurance Policies in Club Manual-pending  
Add Ice info being compiled and will be ready for book by next meeting.  
Scott has the manual and needs to go thru to see what else may be needed as well as updated or added to. All electronic documents have been forwarded to Scott from Kim. Working towards all info into a searchable pdf type document.

**Club Manager and Treasurer Financial Report / IRS update**

Tax filing update – Tax filing was submitted 7/16/2018.

~~2018-19 Budget. Tim present his final revision of budget. No real changes from last time. Some better actual numbers now that Scott has paid all outstanding bills. Motion by Jim to approve; seconded by Mick – motion carried.~~ **Omitted as changes will need to be made to reflect any changes in dues, utilities, cleaning.**

Kim contacted resources at MP – information received was that the price we are paying for the land line currently - \$65 – would be hard to match. She will look into what Verizon One offers.  
USCA membership discussion – a lot of discussion. For next meeting we will have a proposed dues structure in writing and decision will be made and presented in the end of August newsletter.

Review of the ECCC Club Manger description. Description was handed out for all to evaluate – Scott and Board will review. Send any comments-revisions to John Bradshaw.

Separate Cleaning duties / position description – determined this should be a separate duty from Club Manager position. Defined as deep cleaning 1 time a week – Scott proposed a \$1000

cost for that position. He has several people he will reach out to that did show interest. Motioned by Brian to approve \$1000 for position; seconded by Scott.

### **Insurance Review: Club and D&O Insurance**

D&O quote in progress. Quote received. Several options of which #6 (info?) was agreed upon. Brian question coverage – was the 1 million per individual or the club as a whole. Irv will call for clarification.

Building insurance (County): \$471,659 structure; \$48850 contents. Board stated this is way too low if a catastrophic event were to occur. Is an appraisal needed? We need to be covered for replacement cost.

Do we obtain supplemental insurance?

Liability: Copy of Insurance Polic(ies) from Scott for the club manual.

Fixed asset listing. Rick has/is compiling, as well as Tim, a list of our ice plant assets to review. We need to assign estimated values. Club also needs to include irreplaceable items (3 World Championship banners, etc.) for fixed asset listing.

### **Advertising - Joe K.**

Last year we did \$4600.50 in signs – 9 of which were new. Revenue last year was ~\$3000. If all renew this year that would be ~ \$4400. Joe sending out renewal letter first part of August. No changes to our brochure. Potential for several new advertisers – Bernicks, EarthRider, Midwest Energy. Board was presented with several in ice layouts to include placement of the 125<sup>th</sup> logo. Board approved Joe to proceed with the 125 logo behind the hack on each sheet – window side only with a larger size 125 logo in the center of the ice – between sheet B & C.

### **Ice – Rick F.**

Rick had a product for Board to review which he would propose we use to replace the red bumpers around the ice. Along with that there will need to be a bumper on top of the product. Presented with 2 options for discussion. Board recommended that Rick proceed with what he feels is our best route. Ice crew would like to get into the club to get this done some time in September. We will also be moving to removable hacks.

***\*\*Will someone be contacting the county to see if they can get in as needed in September?***

**125<sup>th</sup> Anniv. Committee planning** – Why (celebrate history, raise \$ for Legacy Fund), What (Banquet. Music?), Who (past and former members, public?), Where (Club? Belgian Club? Enough capacity?) When (Dec. 8<sup>th</sup>). Discussion. Joe will take care of doing a press release at some point. Venue needs to be secured. Calls were going to be made to the Moose and Belgian Club for available date and price.

**Tim Somerville USCA HOF nomination** - Irv requests Board make a motion to support his nomination. The club makes the nomination and then the state would make the nomination to the USCA. This would be for the 2020/2021 season. If passed, Irv will start the process. Motioned by Mick; seconded by Karen. Motion passed.

**Investment policy/Legacy fund - table until after taxes filed (~Jul 31).**

**Rental Policy - table**

**Code of Conduct - table unless an at-large member volunteers**

**Bylaw voting updates - table**

**Raise for ice crew? - table until after budget review? Possible course of action: Allocate at least \$1450 (round up to \$1500) of the projected fy19 increase to the ice contract service to total \$4000.**

### **Other Business**

Scott – health inspector was in on 7/23. Given a list of tasks to complete - hand washing signs, gloves when serving food, etc. They will be back for most likely the CF.

Any items that need to be noted will be added to club manual for bonspiel checklist.

Golf outing is 9/16.

League descriptions handed out – please review and have comments ready for next meeting for finalizing.

**Next Meeting ... Date/time/loc: via Xoyondo**

Motion to adjourn meeting – John, seconded by Jim.

Adjourned at 8:06 pm.

Kim Lund

**SUPERIOR CURLING CLUB  
MEETING OF BOARD OF DIRECTORS  
June 18, 2018 – Aces**

John Bradshaw, Vice President	Mick Stein
Timothy Bradshaw, Treasurer	James Lehto
James Lehto	Brian Crawford
Karen Flesvig	
Scott Laven – Club Manager	

Excused: Irvin Mossberger, President

VP John Bradshaw called the meeting to order at 6:01 pm.

**Secretary's Report / Approve Minutes / Club Manual update**

Motion to approve the Sect's minutes of the May 21, 2018 Board Meeting was made by Karen Flesvig; seconded by Jim Lehto.

**Club manual update** – Scott has the manual and needs to go thru to see what else may be needed as well as updated or added to. It also needs any information that Rick Flesvig (current Ice Manager) feels should be in there. All electronic documents have been forwarded to Scott from Kim. Working towards all info into a searchable pdf type document.

SCC's Investment Policy is being worked on by John B; Irv contacted Nate Kahring from State Farm (6/15) regarding D&O insurance – waiting to hear back. Building insurance still needs to be investigated.

**Club Manager Financial Report**

10 cd's purchased. Signatures for accounts completed – Karen and Rick Flesvig.

Utility bill has been paid.

2 weeks from closing out books for the year.

- **Separate Cleaning duties / position description – tabled**

**IRS update**

Scott set up meeting with John B. and Tim B. to finalize IRS application submission – Scott has some questions. Set for 6/24 –tentatively. Scott will report back to board with filing information. Goal is to have this submitted by June 30, 2018.

**2018-19 Budget – Scott /Tim**

SCC FY19 Budget discussed – explained by Tim. All agreed it was easy to understand/follow. Final draft will be ready for next meeting. Tim will email to board members. Other items regarding budget discussed:

- Telephone – is that still needed? Kim will check to see what options are to replace land line.
- USCA membership discussion. Do we charge everyone? Only second year and beyond members? Or do we use this as a way to increase dues – with SCC paying half and members paying the other half? Further discussion required – including Irv.

#### **Ice**

- **Raise for ice crew – tabled**

#### **Bonspiel Dates**

SCC spiel information has been submitted to USCA for publication.

#### **Investment policy/Legacy fund**

- **Tabled until after taxes filed (~Jul 31).**

#### **Rental Policy**

- **Tabled**

#### **125<sup>th</sup> Anniv. Committee planning**

- **Tabled**

#### **Code of Conduct**

- **Tabled**

#### **Bylaw voting updates**

- **Tabled**

#### **Other (urgent/important) Business**

Discussion of new “5 rock rule”. Motioned by Mick S. that we follow the new USCA rule; seconded by Brian C. Passed. SCC as a club will play the new 5 rock rule. Will be explained via newsletter to all members and available at new-member signup in print.

New rule states (replacing 4 rock rule) that none of the guards can be removed until the fifth stone has been played.

*USCA explanation: FREE GUARD ZONE (FGZ) (a) A stone that comes to rest between the tee line and the hog line at the playing end, excluding the house, is deemed to be within an area designated as the FGZ. Also, stones that are in play, on or before the hog line, after striking stones in the FGZ, are deemed to be in the FGZ. (b) If, prior to the delivery of the fifth stone of an end, a delivered stone causes, either directly or indirectly, an opposition stone to be moved from the FGZ to an out-of-play position, then the delivered stone is removed from play, and any displaced stones are replaced, by the non-offending team, to their positions prior to the violation taking place. (Effective 1 October 2018 the 5 stone FGZ will be implemented).*

Discussion of leagues and a defined competitive league. Scott will define and determine number of teams for each league. This will be published by September.

**Next Meeting ... Date/time/loc: via Xoyondo - Irv**

Motion to adjourn meeting – Tim B., seconded by Mick S.  
Adjourned at 7:31 pm.

Post meeting – golf outing is set for September 16<sup>th</sup> -

**SCC Board Minutes – March 29, 2018**  
**Superior Curling Club**  
**6:30 pm at SCC**

Attendees: Board Members Present:  
Irv Mossberger      John Bradshaw      Karen Flesvig  
Jason Seikkeula      Mick Stein      Tim Bradshaw - Treasurer  
Scott Laven – Club Manager

Meeting called to order at 6:36 pm.

Club members present out of ~190 members, ~32 (minus board).

Welcome and introductions made by SCC President, Irv Mossberger. Irv stated our club goal for the next season:

1. Continue with our long-term financial planning.

Secretary's report from the fall 2017 meeting was not available. It was motioned by Brian Bergquist to accept minutes; seconded by Jane Busche. Motion passed.

### **2017/2018 year-in-review**

**Bonspiels** – Thank you to all that assisted in making ALL our spiels a success!

- ❖ CF (John Bradshaw) – 28 teams – up from 24. SCC donated \$2500 to CF.
- ❖ Mulligan Mixed (Jim and Michelle Lehto) – 32 teams – up from 24.
- ❖ Northwest (Irv Mossberger, Jason Seikkula, Mike O'Brien) – 32 teams – up from 28/

**Leagues** – Thank you to all commissioners for heading each league!

We had approximately 190 members – up ~20 from last year! Strive to reach 200 for next season.

- ❖ Monday (11 teams – down 1 from last year) – Mike O'Brien Commissioner
- ❖ Tuesday (10 teams – up 1 from last year) – Brian Bergquist Commissioner
- ❖ Wednesday (17 teams) – Chris Warren Commissioner
- ❖ Thursday (17 teams – up 1 from last year) – Doug Runnoe Commissioner
- ❖ Sunday Mixed Doubles – 14 teams – Brian Bergquist
- ❖ Sunday Night New Curlers – Scott Laven. We had a solid 4 teams. ~25 – 26 paid curlers.

We still have room on Monday and Tuesday night. Discussion regarding mixing of Monday/Tuesday leagues to engage new curlers playing those nights. Irv mentioned teams take on new curlers to bring those folks up to speed on play. Irv and several members mentioned that we need to advertise Monday and Tuesday are NOT exclusively competitive play.

Doug Runnoe talked a bit about the Saturday morning Jr. Curling. We consistently had folks coming in to try it out. If the program expanded, Doug would need some help.

Brian Bergquist will not return as Tuesday's commissioner. Mick Stein agreed to fill that position. Thanks!

- Congratulations to Club Champions – Jim Bradshaw Rink

**Events** – Thank you to everyone who took time to assist in one way or another to make ALL these events happen at SCC! Among those noted below, we had many other various events.

Juniors\Learn to Curl(s) – Doug Runnoe  
 UMD Pharmacy – Doug Runnoe

UWS Class – Jim Seitz

There were also some non-curling events organized by club members as well.

We will be working on a “rental policy” for next season.

### **Advertising Report**

Irv received email report from Joe Kubala. All revenue paid - \$4600 (\$3900 last year). We had 24 paid advertisers this year / 20 last year. The expenses were the same as last year. Net income of \$3000 (last year was \$2200).

Thank you to Joe who does a great job for SCC. Let’s continue to grow this – contact Joe with any ideas / questions.

### **Treasurer’s Report – where we are at:**

- ❖ Net income for the fiscal year as of 3/29/18, stands at \$21,509. We expect net expenses prior to year-end on 6/30/2018 to be around \$6,000 – we are on track to have **net income of \$15k**. Last year final net income was \$11,364. Currently we have \$104k in savings/checking.
- ❖ Membership was ~190 members, generating \$32,564 in dues. Of this we paid out \$3,753 in dues to USCA. We had approximately 40 new members this year plus 35 new curlers in Sunday’s beginner’s league.
- ❖ Total revenue \$30,722 less expense of \$11,280 = net bar income of \$19,422. This compares to last year’s \$13,456. Bar sales were up for all bonspiels, league sales/rental events. The amount spent on inventory was about the same as last year. Gross margin for the year was 63.28% up from 52.61%.and fairly flat for league sales. The amount spent on inventory was higher than last year. Gross Margin for the year was 52.61% down from 58.29%.
- ❖ The five bonspiels took in (not including bar receipts) revenue of \$28,794 less expenses of \$18,253 for a net profile of ~\$10,542 compare to ~\$6,700 last year. Bar profits from bonspiels was ~\$7,000. Mixed Mulligan bar sales was way up.

### **Unusual Major Expected Expenses for Year:**

- ❖ Rock refinishing – ½ payment ~\$3,200 (total ~\$6,000).

### **Unusual Unexpected Expenses:**

- ❖ Compressor Startup/Cleaning - ~\$3,000.

### **Upcoming Major Expenses:**

- ❖ TBD

### **Other:**

- ❖ Continued laddering CD’s at NBC. Currently have three 60 mo. CDS @ \$10k and three @



\$5k. Long term goal is to have 10 CD's of \$10,000 maturing every six months.

Motioned by to approve Treasurer's report Jim Seitz; seconded by Loraine Lisdahl. Unanimously passed.

Tim Bradshaw spoke to the fact that our balance sheet is healthy financially. The balance sheet looks great. Thanks Scott for doing a nice job. Going forward, Tim will try and devise a budget for next season.

### **Bylaws**

Scott Laven – We are now reincorporated with the State of Wisconsin. Still pending the 5013c application that will be submitted to IRS to get a non-profit status.

Scott Laven thanked for all his work in getting this completed.

### **Ice Report**

SCC had GREAT ice this season – thank you Rick Flesvig, Jim Seitz and Chris Warren! Maintain the ice is a big job and lots of work. Rick has submitted a list to the Board of suggested improvements for next season. The approval of \$5000 of ice improvements is pending per Board discussion.

Rick thanked those that did help this year and also stressed more help is needed and would be appreciated. Volunteer to sweep or scoop up the snow/ice once the ice is scrapped by the ice crew. A few extra hands would speed up prep time in half. Again next season, Rick will schedule "pebble training".

### **125 Anniversary – Brian and committee**

- ❖ Clothing orders are in – pick those up. Another order will be available for purchase in the fall.
- ❖ December 8, 2018 is the official date.
- ❖ Party – pins – banners – etc. in the works.
- ❖ In-Ice logo will be on each button next season.
- ❖ Fund Raiser – room for names on the 1989 Charter Member plaque. Names would go on the outer rings – more to come in the fall.
- ❖ Committee is asking for a \$2000 budget. Board will discuss.
- ❖ Submit/give any photos from this last season to Brian for book that will be put together.

### **New Business:**

- ❖ Continue with our financial plan to ensure we are ready for a new building when that does happen.
- ❖ Possible modest dues increase – will be discussed by Board before next season.

### **Elections**

The floor was opened for Director nominations' and the following individuals were duly nominated - Mick Stein, Karen Flesvig, and Jason Seikkeula. Irv thanked all for serving SCC. Two of the acceptances were made subject to no additional/excess candidates being nominated. Following

discussion by the Board and general membership it was concluded that proper procedure dictated striking all candidates from the ballot and repeating the nomination process.

Floor was re-opened for nominations.

Chris Warren nominated by Brian Bergquist/Mike Kari - Accepted

Mike Obrien nominated by Dave Podratz/Brian Bergquist - Accepted

Karen Flesvig nominated by Mike O'Brien/Doug Runnoe - Accepted

Brian Crawford nominated by Rick Flesvig/Dave Podratz – Accepted by proxy

Mick Stein nominated by Mona O'Brien/Jessica Hall - Accepted

Floor closed for nominations – all attending SCC members voted via ticket system. Results for 3 appointed board members read by John Bradshaw as follows:

Karen Flesvig – 2 years

Mick Stein – 2 years

Brian Crawford – 2 years

As a result of the un-clear process we have in our By-Laws for voting, that will be addressed this summer and amended.

#### **Other Notices**

- ❖ Club cleanup and ice out is Monday 4/2 – noon. All that can, please come and help. Scott will send an email if additional kitchen help is needed Monday evening.
- ❖ Golf outing will be mid-September.

Motioned by Dave Podratz to adjourn meeting; seconded by Kim Lund.

Meeting adjourned at 8:30 pm.

Karen Flesvig  
Secretary

**SUPERIOR CURLING CLUB  
MEETING OF BOARD OF DIRECTORS  
May 21, 2018 at Cedar Lounge**

Irvin Mossberger, President  
Timothy Bradshaw, Treasurer  
James Lehto  
Karen Flesvig  
Scott Laven – Club Manager

John Bradshaw, Vice President  
James Lehto  
Brian Crawford

Excused: Mick Stein

President Mossberger called the meeting to order at 6:09 am.

**Secretary's Report / Approve Minutes / Club Manual update**

Motion to approve the Sect's minutes of the March 29, 2018 Board Meeting was made by Jim Lehto; seconded by John Bradshaw. Question was raised as to whether Jane Busche should have been able to motion, etc. at the spring meeting as she was not a member in the 2017-2018 year (as a result of surgery). Discussed – normally a non-member would not be allowed to do so but Jane has been a member for many years and will be so next year. This will be addressed in our By-Laws.

**Club manual update** – Scott has the manual and needs to go thru to see what else may be needed as well as updated or added to. It also needs any information that Rick Flesvig (current Ice Manager) feels should be in there.

The manual should contain a copy of SCC's Investment Policy and Insurance policy for future reference.

**Club Manager Financial Report / IRS update /**

- Financial Report: Scott
  - ~17k net for the year. S/be ~15k after outstanding bills paid. Those include:
    - Utility bill, IRS fees, any monies due club manager.
- **Separate Cleaning duties / position description – tabled**

**Ice**

\$5000 has been appropriated for ice area improvements as Rick and crew see fit. Tim B. saw no issues with that amount. John B motioned – seconded by Jim L. passed. Rick will compose list of items that they plan to do by June 30<sup>th</sup>, 2018.

- **Raise for ice crew – tabled**

## **Bonspiel Dates**

CF: November 9 – 11, 2018  
UMD Pharmacy January 25 - 26, 2019  
Mulligan Mixed: January 18 – 20, 2019  
86<sup>th</sup> Northwest: March 1 – 3, 2019

## **Insurance Review: Club and D&O Insurance**

Scott will check to see if State Farm does work with non-profit insurance.

## **2018-19 Budget - Treasurer**

- Adopt a 2018/2019 budget for club – Tim B. – in progress. Objective of this revenue budget is to make a financial goal/guideline for club to follow. To note:
  - Insurance may go up because of D&O
  - Cleaning costs down because Scott was doing
  - Electricity and gas costs are pretty much same year to year
  - Telephone – is that still needed? Scott will check to see if we can cancel that for summer months.
- Scott has been laddering our CD's. John B. is looking at an investment policy. Question as to whether we should have a safe deposit box – yes.

Investment policy/Legacy fund –tabled until after taxes filed (~Jul 31).

Rental Policy –tabled

125<sup>th</sup> Anniv. Committee planning – Brian asked for an additional \$2k - Board approved \$1800 – tabled

Code of Conduct – tabled

Bylaw voting updates - tabled

## **Other (urgent/important) Business**

Copy of SCC lease passed out for discussion/information. Irv will contact what the building/contact is actually valued at.

Establish a fixed asset listing

Scott will contact HOLF to see if they are willing to split cost for painting.

## **Next Meeting ... Date/time/loc: via Xoyondo**

Motion to adjourn meeting – Jim L., seconded by John B.

Adjourned at 7:51 pm.

**SUPERIOR CURLING CLUB  
MEETING OF BOARD OF DIRECTORS  
March 18, 2018 at Aces**

Irvin Mossberger, President	John Bradshaw, Vice President
Timothy Bradshaw, Treasurer	Mick Stein
Jason Seikkula	James Lehto
Karen Flesvig	
Scott Laven	

President Mossberger called the meeting to order at 10:08 am.

Motion to approve the minutes of the January 28, 2018 Board Meeting was made by Jim Lehto; seconded by Mick Stein. No board meeting held in February 2018.

Work on combining past meeting minutes (how far back?) into searchable PDF document. Include Investment Policy and Insurance policy in Club Manual. All electronic SCC documents need to be sent to Club Manager.

**Club Manager Financial Report / IRS update / Authorize Club Manager payment:**

- Financial Report: Scott
  - Adopt a 2018/2019 budget for club – Tim B. will guide us thru the process
  - Bar sales up
  - All bonspiel sales up
  - Bar resale is flat
  - All dues paid/lockers clipped
  - Deposit made on 3/16/18 was not reflected in financial reports
  - \$20 k more in the bank than last year at this time
  - All bills paid with the exception of ice crew and CF (\$2500-\$3,000), and this month's utilities
  - Electrical use is up this year – most likely because of increase in club use. Will monitor
  - Motion to accept financial report will be at the Spring Meeting
- IRS final paperwork will be submitted – Scott Laven
- Club Manager Payment – John Bradshaw motioned that February 2018 & March 2018 payment made to Club Manager; seconded by Jim Lehto.

**Advertising Report:** Joe Kubala provided financial report via email to Club Manager and SCC President. Joe agreed to continue with advertising next season. Motioned by Mick, seconded

**County Surcharge meeting – Tuesday March 27, 2018 3 pm**

Irv Mossberger, Scott Laven & John Bradshaw will attend meeting.

### **Spring Meeting Thursday March 29, 2018 6:30 pm**

Newsletter – Kim will send out draft, please provide updates to Kim.

New Board Members – 3 needed. Karen F, Mick S. and Jason S. term are up. Potential list of nominees: Brian Crawford, Matt Bordson, Katie, Marty Rye, Bernie Olson. Current members will ready out to those listed for their feedback. Karen agreed to re-run if no others step forward.

Rick Flesvig agreed to continue on as Ice Manager

Scott Laven agreed to continue on as Club Manager. Set of guidelines needs to be established to define the role. (See reference below\*)

### **Club Shutdown (ice out, kitchen cleanup weekend)**

March 28<sup>th</sup> plant will be shut off. Saturday, March 31<sup>st</sup> – 9:00 am ice-out. If not melted then Monday to clean up. Email members to confirm time and what to bring. Also will be noted in the newsletter.

### **Mitigating Managerial / volunteer burnout \* (discussion)**

Separate cleaning - other duties

Raise for Ice Crew

### **D&O Insurance – State Farm – Irv Mossberger Tabled**

### **Investment Policy / Legacy Fund – Irv Mossberger Tabled**

### **Rental Policy – Irv Mossberger Tabled**

**125<sup>th</sup> Anniversary Committee planning** – via email from Brian to Irv, Board approved \$1800; now requesting another \$2000. Discussed – Tabled. Proposed Charter Member, celebration party December 8, 2018. Board will have committee come to May/June Board meeting. Motioned by John B; seconded by Mick S.

**Code of Conduct** – information from other club (s). Sign will be made for next season.

### **Next meeting – April 15<sup>th</sup>? Time TBD and where?**

Motion to adjourn meeting – John B., seconded by Mick S.  
Adjourned at 12:06 pm.

**SUPERIOR CURLING CLUB  
MEETING OF BOARD OF DIRECTORS  
JANUARY 28, 2018 at Superior Curling Club**

***Directors in Attendance:***

Irvin Mossberger, President  
John Bradshaw, Vice President  
Timothy Bradshaw, Treasurer  
Mick Stein  
James Lehto  
Jason Seikkula

***Directors Absent:***

Karen Flesvig, Secretary (excused)

***Others in Attendance:***

Scott Laven, Club Manager

**Meeting Minutes:**

President Mossberger called the meeting to order at 2:06pm. As the Board Secretary was absent from the meeting it was determined that John Bradshaw would take the meeting minutes.

A motion to approve the minutes of the December 10, 2017 Board Meeting was made by Director Stein and seconded by Director Seikkula. There was no discussion and all Directors voted in favor. Motion carried.

President Mossberger requested that the results electronic poll regarding a fundraising donation for the US Olympic Curling Teams be incorporated into the current meeting minutes. Original motion was made by Director Lehto and seconded by Director Seikkula. Electronic roll call vote reflected ayes in favor by Directors Bradshaw, Bradshaw, Lehto, Stein, and Seikkula. No vote made by Director Flesvig and President Mossberger actively abstained. Motion carried.

Vice President Bradshaw reported that he continues working on the investment policy and will provide to the Board when completed. After some minor discussion it was generally concluded that the policy will go into place after the ongoing organizational structure and IRS issues are resolved. No formal motions were made at this time.

The Directors discussed the Club's active insurance policies. It was determined that the hard copy of the insurance policies will be maintained by the Club Manager in the office. A page should be added to the Club Manual to include insurance coverage details and any agent contact information.

Various Directors and the Club Manager provided an update on recent Club events:

- The Pharmacy Spiel was a success once again this year. The bar revenues were up approximately \$400. Discussion of volunteer needs and the need for earlier coordination with Karen Bastianelli followed.
- The Mulligan Spiel was also a success. Director Lehto indicated that this and future bonspiels should better define the volunteer time slots, possibly breaking them into 1-2 hour shifts and also have more defined roles for volunteers (Dishes/serving/cooking vs. kitchen).

- It was concluded that all bonspiels going forward should have a designated money person. This individual is responsible for coordinating the various cash needs of the bonspiel with the Club Manager, accounting for revenue from various spiel profit centers (entries, bar, auctions, donations, etc.), returning all spiel monies to the spiel chair for deposit by the Club Manager when spiel is over, and working with the spiel chair to prepare final Profit & Loss statement for the event.

The Club Manager provided an update on recent club rentals:

- Recent paid rentals included Wipfli Holiday Party, a wedding party, Lake Superior Consulting, a youth hockey team, and the US Forest Service.
- Upcoming events include a large group from Enbridge and an engineering group.

With the increased rental activity it was questioned if the club needs to reinstitute the Bar Manager position, separate from the Club Manager duties. Discussion followed and it was concluded that discussion would continue after the Northwest Bonspiel.

Additional rental discussion was had amongst the Directors including if we need an updated Rental Agreement, if rental fees need to be firmed up, and if a cleaning fee needs to be added to all rentals. It was concluded this will be worked in following the end of the 2018 season with the agreement to be finalized in summer 2018.

The Directors had a general discussion regarding advertising at the Club. Club Manager Laven indicated that a check from Essentia Health remained outstanding. Treasurer Bradshaw indicated that his employer had interest in advertising at the club and he will provide contact information to Advertising Manager Kubala.

Club Manager Laven and Treasurer Bradshaw provided a combined Treasurer's and Manager's Report. Highlights were as follows:

- Year to date revenue is up approximately \$13,000 over the previous year with an additional \$1,000 of additional revenue pending booking.
- All bills are paid and up to date.
- Vice President Bradshaw questioned the elevated ice operating supplies expense; Club Manager Laven indicated that one half of the rock improvement expense was included in the current year ice operating supplies category.
- The Club's change in net assets (net income) for the year is \$9,000 ahead of the previous year, though it was noted that \$4,000 of Club Manager fees, the Cystic Fibrosis donation, and a few minor items are due for payment.
- Additional discussion was had regarding the sales tax treatment of member dues payments.

Club Manager Laven provided the Board with an update on the Club's Internal Revenue Service issues:

- Treasurer Bradshaw and Club Manager Laven have collaborated to complete the necessary financial items for the tax return and application.
- Some additional attachments are needed and Club Manager Laven requested that the Board review the items before submission.
- Treasurer Bradshaw and Vice President Bradshaw agreed to review the forms, including specific questions from Club Manager Laven on Point 10 of the forms.
- The forms should be submitted by the end of the Club's current fiscal year (6/30/18).



Following a the Internal Revenue Service discussion a motion was made by Director Lehto to approve and pay two months of contract payment to Club Manager Laven. Motion was seconded by Vice President Bradshaw. Additional discussion clarified that payment consists of \$2,000 for December 2017 and \$2,000 for January 2018. All voting Directors voted in favor and motion carried.

The Directors discussed a Five and Under Bonspiel concept that was directed to the Board by club member Bernie Olson. After lengthy discussion it was concluded that the next available time would be March 2019 due to the limited time remaining in the 2017/2018 season and considerations for ice conditions and availability in the 2018/2019 season. The Board Secretary will provide Mr. Olson with possible dates once the 2019 Minnesota Power event has been scheduled and Mr. Olson can then plan his spiel and present it to the Board for consideration.

Possible Learn to Curl events were discussed. It was concluded that it would be beneficial for the Club and supportive of our purpose of fostering the sport of amateur curling. Building off the upcoming Olympics it was determined that the best time would be on Sunday 2/25/18 from 12:00pm to 4:00pm. The Club Manager will send an email requesting volunteers for the event.

The meeting agenda was opened for other business. Primary discussion focused on Board elections for the 2018-2019 opening cycle. The terms of Director Stein, Secretary Flesvig, and Director Seikkula all come up for opening at the spring 2018 General Membership Meeting. Discussion of possible candidates followed. The Spring Membership Meeting notice will include notification to the membership of available Board seats and encourage interested parties to attend the meeting.

The next meeting time and location were set. Meeting will take place on Sunday 2/25/18 at 10:00am at Aces on 29<sup>th</sup>. Meeting will need to adjourn prior to the 12:00pm start of the Learn to Curl event.

Director Stein motioned to adjourn the meeting. Director Lehto seconded the motion. All voting Directors voted in favor and motion carried.

Meeting adjourned at 3:50pm.

① Mick Stein (Incumbent) 21

② Karen Flisburg (Incumbent) 31

• Chris Warren 18

• Michael O'Brien 20

③ Brian Crawford 23

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