Superior Curling Club

Board of Directors Meeting

6:00 PM, June 10, 2021 at Vintage Italian Pizza

Attendees: Dave Podratz, Tim Bradshaw, Jim Lehto, Scott Laven, Doug Runnoe, Brian Crawford

Absent: Holly Stein, Trent Wickman

Meeting Minutes

* Welcome/Opening
  + Meeting called to order 6:04 PM
  + Approval of 5/13 meeting minutes
    - Tim B motion to approve, seconded by Jim L, motion carried
* Treasurer’s Report
  + Financials continue in good condition
    - 3 new transactions posted, contract pay to Scott, cell phone, and DLH
    - ~$122K in marketable assets on balance sheet
  + Anticipating fiscal year-end financial report June 30, 2021
  + Approval of Treasurer’s report
    - Doug R motion to approve, motion carried
* Audit Report
  + Audit report completed and distributed to Board, verbal summary provided by Dave P to Board in attendance
  + Doug R suggested having non-Board member participate on the committee in future audits
  + Dave P suggested we should share the report with membership and potentially post to a member’s only section of the SCC website
  + While it was not a formal recommendation, audit report did reflect a review of cash management for the upcoming audit committee
  + Acceptance of audit report
    - Jim L motion to approve, second Doug R, motion carried
* Club Manager Report
  + Continuing to pursue fireplace replacement – targeting July for further action
  + Fees on transactions
    - Add sales tax to member dues discussed by Board and Club Manager
    - Intent of tax is to covers sales tax and credit card fees, keeps SCC financials whole on transactions
    - Implementing sales tax on transactions as applicable
      * Motioned by Doug R, Tim B second, motion carried
  + Add placeholder in future meeting agendas for committees to provide an update
  + Approval of Club Manager job description
    - Motion by Brian C, second Jim L, motion carried
    - Additionally, the Board is committed to review Club Manager job description annually to add, omit, update
* Elections / Committee Appointments
  + See roles/responsibilities document for committee assignments
  + Board positions
    - President: Tim Bradshaw
    - Vice President: Doug Runnoe
    - Treasurer: Dave Podratz
    - Secretary: Holly Stein
    - Members at Large: Trent Wickman, Brian Crawford, Jim Lehto
  + Approval of committees, Board elections, organizational chart / roles and responsibilities document
    - Motion by Jim L, second by Tim B, motion carried
* Membership Communication
  + Penned by outgoing President, Dave Podratz
  + Key messages to include: Board elections, committee chairs and structure, club manager role, financial report, bonspiel dates, website update, and volunteer opportunities, training opportunities paid for by SCC
* Other Business
  + Posting Board meeting minutes to SCC website
  + SCC to host WI State Club Playdowns in December
    - Motion by Dave P, second Tim B, motion carries
  + Planning on SCC re-opening celebration
  + Golf outing planned for September
  + Open offer to ice crew and membership for ice making training – paid for by SCC
  + Bonspiels
    - Cystic Fibrosis: November 12-14, 2021
      * Chaired by John Bradshaw
    - WSCA Playdowns: December 9-12, 2021
      * Organizer: Irv Mossberger
    - 5 and Under: Date TBD
      * Chaired by TBD
    - Mulligan: January 14-16, 2022
      * Chaired by Michelle Lehto
    - Northwest: March 4-6, 2022
      * Chaired by Irv Mossberger
* Closing
  + Adjourn meeting
    - Motion Tim B, second Brian C, motion carries
    - Meeting closes at 7:57 PM
  + Next meeting scheduled for Thursday July 15th at 6:00 PM, Location TBD