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