



Board Members Present:

Michelle McKim - President	Brian Black
Ben Sand - Vice President	Damon Grabow
Chris Geiger - Treasurer	Lisa Feldner
Kalle Godel - Secretary	Russ Heier
Alissa Thiele	Steve Donner
Tom Pomonis	

Board Members Not Present: Andy Askew

Members Present: Dave Jensen

Meeting called to session at 7:02 pm

1. Agenda review

Item added to item 4 regarding Jon K. in contact with Kayla

2. Review meeting minutes 3-31-19

The board is still waiting to receive minutes from Sam Unruh who took minutes at the last meeting. There was some discussion on the minutes for December, January, and February and how meeting during those months didn't have quorum due to Board Members not available and vacant positions.

3. Financial Report -given by C. Geiger

The books for 2017 have been completed, taxes were not paid in 2017. CCC will have to pay a penalty estimated to be \$2,000. Need to get a copy of the 2016 taxes prior to filing for 2017. Know that 2016 taxes were paid but unable to find a copy. If unable to locate will contact the state for a copy.

Shalayna Phelps, volunteered to help organize the 2017 books and assisted with the 2018 books as well. C. Geiger is working on getting S. Phelps Power of attorney, so she is authorized to file the CCC taxes for 2017 and 2018. 2018 taxes are not due until October of 2019.

There was discussion on whether S. Phelps was paid for all she did for the CCC over the course of last season. It was clarified that S. Phelps volunteered her time. Discussion then shifted to CCC hiring an accountant and/or compensation for S. Phelps. This discussion was tabled until the next board meeting.



Capital Curling Club
Board of Director's Meeting Minutes
Sunday, April 28, 2019
7:00 pm
Upstairs Gathering Space

CCC owes the Bismarck Park and Recreation (BPR) 10% of the income brought in by sponsorship/advertisement fees. C. Geiger will be contacting Rusty to get amounts owed to BPR.

Need to change the checking account to require two authorization signatures on the checks from the club. Currently only the Treasure needs to sign the checks.

A. Geiger is working on getting the books balanced and will be utilizing Quickbooks going forward for accounting and record keeping.

B. Geiger indicated that he has been unable to get access to CCC's PO box. He believes there are invoices that need to be paid, such as the invoice for the banquet.

Current Balance - \$80,996.85-

Upcoming expenses - Banquet expenses, 2017 tax penalty, misc...

Goal for next meeting to have an account on what was made and what expenses the CCC has for the 2018-2019 season.

OLD BUSINESS

1. Past meeting minutes – requested from Sam Unruh
2. Jon Mielke has donated various curling memorabilia that he has collected to the CCC. The items will be put in locked area of the club until they can be properly displayed in locked display case. The members on the communication portfolio will spearhead the task of finding a long term and secure place for the items within the club.
3. Tax Filing
 - A. Chris G (and Sam) working with Shalayna to remedy tax filing from 2017 fiscal year. - Please see the Financial report above.
4. New pins with new logo have been ordered by Kayla Unruh
 - a. Expected delivery - late May
 - b. 600 pins ordered + 100 as a promotional gift, 700 total pins, total cost \$800.28



c.



- d. These will need to be included in a portfolio with pricing (sales) and when/if they are gifted to teams traveling. The discussion on pricing the pins went to if the CCC needs to pay sales tax on items it sells, such as grippers, broom heads, etc... it was decided to table the topic of sales tax till next meeting when the Board has more time to discuss and prepare.

Michelle's list of tasks (aka the book) – updating in google drive. This “book” will clarify how items are being done and by whom. This will help aid future incoming board members and regular CCC member if they have questions about operations at the CCC.

SafeSport training – due by May 1, required of all board members per USCA. It is also required by all coaches, parents, volunteers that are around minors. Board member and Youth Curling Coaches need to provide (pdf) certificate to Kalle Godel via email for upload to google docs records.

NEW BUSINESS

1. Secretary position – K. Godel has stated she has a work conflict and needs to step down as secretary but will remain on board. Damon Grabow was nominated by Alissa Thiele and seconded by Russ Heier. Damon Grabow accepted the nomination. Board unanimously approved D. Grabow as the new secretary.
2. Michelle's list of tasks (aka the book)
3. Portfolio Revision – move Fundraising/advertising from Finance to _____, move Ice logos from Finance to _____
 K. Godel moved to table this item until next meeting, seconded by B. Sand. Board voted to table till next meeting.
4. Portfolio selection by board members

Communications	Finance	Events	Membership	Operations/Ice
Newsletters	Manage overall finances	Coordinate Learn To Curls	Leagues	Ice Making
Social Media	Review and define club due structure	Corporate Events	Youth Curling	Ice Equipment
Website		Bonspiels	Beer	Ice Training



Capital Curling Club
 Board of Director's Meeting Minutes
 Sunday, April 28, 2019
 7:00 pm
 Upstairs Gathering Space

Management				
Public Announcements	Fundraising/advertising	Golf Outing	House	Water/DI Tanks
Club History	Ice Logos	Summerspiel	Clubhouse Equipment - grippers/broomheads/etc	Plant
League Pictures				Boards
				Paint
Damon	Chris Geiger	Roger Smith-Volunteer	Jeff Bradford -Volunteer	Tom Pomonis
Alissa	Alissa Thiele	Lisa Feldner	Kalle Godel	Brian Black
Russ	Steve Donner	Andy Askew	Russ Heier	

5. Google Drive – all current board members should have access now – please verify by next board meeting.

6. Dave Jensen presented the idea of possibly having a U14 Jamboree on October 17-20, 2019 over teachers convention at the CCC. 50% of youth stop curling before the age of 14 it is the hope that having a Jamboree would help see more youth continue with curling past the age of 14. USA curling would provide, ice makers, put in the ice, coaches clinics, coaching for the parents, 9 sheets of ice. The CCC would need to find a large number of volunteers, and maybe some officials.

 It will be an open format with 6 end games for youth. Cost will be \$85/team with 60 teams and coaches.

 Tom Pomonis moved that D. Jensen to move forward with scheduling and planning of the U14 Jamboree event with the provision that it is not held at the CCC every year. Motion seconded by Chris Geiger. Board unanimously approved the motion.

7. Roger Smith – Hot Shots Curling Camp – for Summer 2020 letters of interest due - Roger Smith was not at the meeting so this topic was not covered.

Schedule

Events Portfolio - Summer Spiel - July 19-21 - Tucker Smith organizer