



Board of Directors Meeting
Date: Saturday, January 23, 2010
Location: Richmond

Present: Jim Mann, President; Nigel Easton, Vice-President; Mike West, Vice-President; Terry Vandale, Past President; Marnie Jepsen, Treasurer; Janice Mori, Secretary

REGION 1: Gerry Foster	REGION 8: Mike West (Vice-President)
REGION 2: Absent	REGION 9: Absent
REGION 3: Absent	REGION 10: Tony Pisto
REGION 4: Scott Kylo	REGION 11: Nigel Easton (Vice-President)
REGION 5: Absent (illness)	REGION 11: Bev Oldham
REGION 6: Gord Judzentis	REGION 11: Marnie Jepsen (Treasurer)
REGION 7: Pat Cotter	REGION 11: Absent

STAFF/VOLUNTEERS: Scott Braley, CEO/Executive Director; Heather Beatty, Technical/Education Coordinator; Robbie Gallagher Communications/Administration Coordinator

1. APPROVAL OF AGENDA

Motion # 2009/10 – 12

Moved by Pat Cotter, seconded by Nigel Easton

“That the agenda is approved as circulated and left open for additions.” CARRIED

OPENING REMARKS

President Jim Mann reviewed the process for Board decisions. Committees are appointed to do the detailed work of the Board. They bring recommendations to the Board for decision by the Board as a whole. He also reinforced that major decisions will not be made on motions just put on the table. Directors will always have time to go back to consult with their members (the facilities) before an electronic vote or before the next Board meeting.

2. APPROVAL OF MINUTES

MOTION #2009/10- 13

Moved by Gerry Foster, seconded by Marnie Jepsen

“To accept the minutes of the Board Meeting of September 26, 2009 as circulated. “ CARRIED

3. CAPACITY BUILDING

a) December 31, 2009 financial statements

- The Executive Summary of the financial position which is sent out regularly keeps all Board members informed.

Key Issues

- Participation: Revenues on track; some hardship adjustments made in club dues; expenses for school program higher than budgeted.
- Capacity: Core Grant gone; indication it will be replaced with Performance & Participation Grants; reductions in gaming funds; projections are lower than budget.
- Performance: Significant cuts with funding down; projecting lower than budget with staff reduction (one Provincial Coach position)

➤ Interaction: This area on track

- Bottom line – projecting a small profit of \$5000-\$7000, but depends on final numbers from club audits and amount of hardship grants.

- 5 Year Projections – questions about accuracy in the Performance area; if revenues not met will have to be supported by general revenues.

b) **Receivables**

- Balance Sheet – showing a healthier position than last year.
- Spreadsheet identified receivables and clubs who have determined that they are not affiliating with Curl BC – Boundary, Port Alice, Vanderhoof and Winfield. Discussion on how we need more ways to show clubs why it is a benefit to belong to Curl BC.
- Marnie outlined the club audit process; objective is that it can be done by any Director.

c) **Shaw Cable TV**

- Good numbers for the Scottie Provincial: 170,000 for semi-final; 140,000 for BC final/200,000 for Alberta final.
- Reminder to Directors of confidentiality clauses of sponsorship amounts.
- Due to withdrawal of one ad sponsor (Kenzen), working on other agreements to fill the ad space. One proposal is a partnership with BC Winter Games to promote Terrace Curling Club as the venue for Juvenile Curling.

d) **Revised 2010/2011 Budget**

- Suggesting an interim approval of budget due to uncertainty of government grants. Presented budget is a conservative estimate with good assumptions based on what we are hearing about the grants.

- Core Grants gone; new Participation & Performance grants
- Gaming Grants - Emphasis will be on youth and disabled programs.
- Affiliation dues – an increase was built into the previously agreed process using the 3-year rolling average but if the Member Associations support the CCA changes to a per curler instead of a per sheet fee we may have to consider further increases.
- HST – awareness of impact will be evident when the invoices for 2010/11 are sent out. These will be based on numbers submitted by clubs (Feb. 15th deadline).

- Budget recommendations presented by the Finance Committee were discussed.

Motion #2009/10 – 14

Moved by Marnie Jepsen, seconded by Gord Judzentis

“That we allocate 100% of Affiliation Dues to Capacity.”

CARRIED

Subject to minor adjustments and final approval at the June Board meeting, the following motion was presented:

Motion #2009/10 – 15

Moved by Marnie Jepsen, seconded by Terry Vandale

“That the budget presented be approved on an interim basis so that Curl BC can operate as of April 1, 2010.”

CARRIED

It was recognized that if funding levels are significantly less than anticipated, the Board will have to be prepared to change expectations and make cuts to programs.

e) **Sport & Recreation Branch**

- Staff currently working on a significant document with questions on the Participation and Performance levels of curling. Crucial to provide detail as this will likely set the minimum eligibility requirements for funding grants.

f) **Gaming Branch**

- Direct Access project grant applications will be accepted beginning Feb. 1st. Encourage member facilities to get their applications in early. Note that there is an emphasis on youth and disability programs.
- Capital Grants - There has been indication that the infrastructure grant program will return.
- Curl BC Raffle – suggestion that we initiate as an annual fundraiser for Curl BC programs.

g) **Capacity & Interaction committee update**

- Raffle – 1st prize donated by Duncanby Lodge; 2nd prize is a iPod Nano. Recommendation is that clubs benefit also from sale of tickets with split - \$3 to Curl BC/\$2 to Club. Suggest the draw take place at the end of the PIC.
- Club Coaches – To develop a broader base of club instructors and build the future competition coach program the committee recommends that we budget and hold a “Club Coach Youth” course in selected regions with no charge to participants. Sites to be determined after survey of existing coach base by Directors.
- Yearbook – costs can no longer be covered under gaming grants. Committee recommends that we look at doing “in-house” and investigate alternate formats to produce at a lesser expense.
- Social Marketing – communication to broader audience through various online methods; Robbie demonstrated Curl BC’s Facebook page and YouTube submissions.
- Philanthropic – development of a partnership program with the CCA is currently stalled but despite wanting to get it going, the committee recommends that we not pursue independently. Website now has a section on “HOW TO GIVE” includes options on how to Volunteer and Club Capital Campaigns (CCA program).
- Ice Technician program
 - Level 1 & 2 programs are now sponsored by Jet Ice. Clubs receive a deduction on cost of ice paint or water system when they host a course.
 - Gord has prepared a condensed version of club ice maintenance, with notes to clubs as to what they can do to prepare Good, Better or Best ice conditions.
 - Concerns about the perception that Ice Tech program as only a certification body .

h) **Interaction –CCA**

President stressed importance of keeping all Board members informed by passing on directives from the CCA. As appropriate, will be posted on the Board & Committee Login on our website.

- WCF Rule & Competition Changes under consideration – letter from CCA President along with the CCA position on each. Feedback encouraged as Curl BC will vote on proposed changes at the NCC.
- Survey Results on Equitable Opportunity to access Canadian Championships with the Guiding Principles and Championship Priorities.

- CCA – Development of Ends Statements –outline what the organization is supposed to achieve which in turn directs the CEO how to operate.
- CCA Special General Meeting – held so CCA By-Laws now reflect the changes in governance model.

i) Curl BC Governance

The Board had indicated at previous meetings the desire to investigate a new governance model and alerted the AGM of possible change. President Jim outlined how we can leverage off the recent process that the Canadian Curling Association has gone through to make our own changes to a governance model.

More detail and explanation of the policy governance model was presented:

- Principles of Policy Governance – distributed in draft document
- Owners: our Member Facilities. Directors (or Governors) represent the “Owners”.
- Ends: tell the CEO what the Association wants to achieve, but not how to do it.
- Ends Plugs: Whatever Ends the Board has stated or implied in previous decision or approvals will stay unchanged, pending formal adoption of Ends policies
- Executive Limitations: tell the CEO what he cannot do. Limitations can determine items that require Board approval as well as noting when authority is delegated to CEO.
- Committees: no Executive Committee in the new model, but Standing Committees to recommend policy and direction to the entire Board.

MOTION 2009/10-16

Moved by Jim Mann, seconded by Terry Vandale

“That the Board of Directors continues to move towards the Policy Governance model.”

CARRIED.

Timeline proposal:

- Up to June 2010 – continue dialogue on policy governance; identify some policies as first priority; identify urgent bylaw changes; confirm existing committees as Committees of the Board and mandates; to keep membership informed - post abbreviated document on website with link to CCA documents.
- Up to January 2011 – develop policy registry; review Policy/Procedure manuals; identify Executive limitations

Further discussion on the governance model determined that a Global End statement is essentially the current Mission Statement. The four statements of the approved Curl BC Strategic Plan could define the “Ends” of the organization, while the SMART goals may transfer as 2nd Level Ends Statements.

MOTION 2009/10-17

Moved by Marnie Jepsen, seconded by Terry Vandale

“That the statements from the Strategic Plan approved at the June 2009 AGM, with slight re-wording, be adopted as our First Level Ends Statements.”

CARRIED

The re-worded Ends statements as follows (in no order of priority):

- E1: Member facilities and affiliated associations are provided leadership and support services with strong governance and operational excellence to ensure the availability of curling facilities and programs.
- E2: Government, philanthropic organizations, corporations, curling enthusiasts and the general public will have an increased awareness and general interest in curling as a healthy, fun, lifetime activity for everyone.
- E3: Athletes, coaches, officials, ice technicians and volunteers will be guided in their pursuit of excellence through regional and provincial curling programs.
- E4: Member facilities will grow and develop and experience increased participation through active support.

It was also determined that some of the Board Governance Process can be taken from our existing policies. Therefore the following Board Governance Policies in the draft document to be reviewed by Directors and/or Committees, recommendations compiled and then sent to all directors for an email vote:

- BG-12: Board Committee Principles (p. 40)
- BG-17: Enhanced Performance Committee (p. 47-48)
- BG-18: Enhanced Participation Committee (p. 49-50)
- BG-19: Enhanced Interaction & Capacity Building Committee (p. 51-52)

4. ENHANCED PARTICIPATION COMMITTEE UPDATE

- Curling For Life – Staff and volunteers have been working on the BC version of the Curling For Life model; will be submitted by April 1st and may determine/influence government funding levels. Directors requested to offer input on content.
- Hardship Grants – Directors can assist by informing member clubs that they can apply for this assistance rather than just not affiliating. Advise office of the key contact person in each club.
- Regional Tour – emphasize the Dominion Club championship as a benefit for members.
- Masters
 - Consideration of amalgamating BCISMA & PCMA events into Curl BC events.
 - National Masters currently not a CCA sanctioned event but work is being done in this area to make it more inclusive.
 - Recommend a year's notice if any reductions to the funding of teams to the National Masters.
- Competitions –
 - Senior's events are showing the highest participation numbers.
 - Board needs to address the downward trend in Junior and Juvenile playdown participation – how do we build in the success of the Optimist Camps; do we need to train more coaches, etc.
 - Team Expense compensation – research of other curling associations show many do not fund any teams until they move to National level; most other sports do not fund at all. Committee not ready to make recommendations yet as also considering provincial format changes (pools, TKO) as alternatives to reduce expenses.
- 2011 Provincial host sites (Senior/Juvenile/Masters/Mixed) – no bids received to date.

5. ENHANCED PERFORMANCE COMMITTEE UPDATE

- Discussion on the controversy raised by recent online discussions on the “leaked” playdown format document clouding the original objective of improving our championships and addressing cost issues. Committee recommends that we proceed with a survey before making any changes and address the philosophical issues such as a “best team” vs regional representation as the focus.

MOTION 2009/10-18

Moved by Gord Judzentis, seconded by Marnie Jepsen

“That the Curl BC survey on playdown format change include a “status quo” option.”

CARRIED

MOTION 2009.10-19

Moved by Gord Judzentis, seconded by Nigel Easton

“That the survey be directed to our “owners” – the member facilities.”

WITHDRAWN

Following further debate, the following amendment to the motion was proposed:

MOTION 2009/10-20

Moved by Scott Kylo, seconded by Marnie Jepsen

“That the playdown format survey be addressed to both our “owners – the member facilities – and our competitive curlers. The survey respondents must be identifiable.” CARRIED

After results are compiled, the committee will prepared a motion on playdown format to the Board for an email vote.

- Bids for 2011 Men’s/Women’s/Junior/Wheelchair Provincials – no formal bids received to date.
- 2010 Provincial Scotties - report from Liaison, Terry Vandale, submitted.
 - A Governance item consideration regarding the future role of Liaison being more ceremonial as the CEO would be tasked with responsibilities.
- 2010 CDI Provincial Men’s – Liaison, Scott Kylo, reported that event planning is on schedule. Kal Tire has come on board as a Presenting Sponsor.

6. ENHANCED INTERACTION UPDATE

- Athlete Voice – Update on the “Thumbs Up” campaign; participation by clubs, athletes, and directors to be encouraged.
- A request has been received for Curl BC’s endorsement of bid by the Abbotsford Curling club to host the 2012 Canadian Seniors Championship.

MOTION 2009/19-21

Moved by Gord Judzentis, seconded by Bev Oldham

“Subject to confirmation that the Kelowna Curling Club has been awarded the 2012 Canadian Mixed Championship, Curl BC will endorse the Abbotsford bid to host the 2012 Canadian Seniors Championship.”

CARRIED

7. OTHER BUSINESS

a) Our province is hosting the Canadian Wheelchair Championship this year. CEO requested by the Board to consult with the CCA on the status of the event being held in Kelowna.

b) A special event is being held at the 2010 Scotties Tournament of Hearts to recognize Robin Wilson who will be retiring after 29 years of involvement. There is a desire that Curl BC would also like to recognize her service to curling and what might be appropriate recognition of her contributions. To be referred to our Awards and Recognition Committee for recommendations.

c) Gerry Foster, Director for Region 1, advised that 2010 marks the 100th year of the Grand Forks Men's Spiel trophy.

d) Pat Cotter, Director for Region 7, thanked Director Scott Kylo for his contributions to the hosting of the 2010 Men's Interior Playdown.

CLOSING COMMENTS

- Interaction between directors, executive and staff - all matters should be communicated through the CEO so both sides are always presented.
- Board to continue working on projecting the image of speaking with one voice.
- Thank you to all for your patience as we progress on the new road to governance.

8. NEXT MEETING

- Board and AGM - June 11-12, 2010. Recognize the benefit to continue with the Saturday morning information sessions; topics to include session on Grant Applications.

9. ADJOURNMENT

Moved by Bev Oldham that the meeting adjourn (3:40 pm).

Update on the 2009 Dominion Club Championship – Jim Mann

- 45% participation from curling clubs in Canada; goal is 80%.
- First national event with all 14 curling associations represented; 1st time ever for Nunavut.
- BC teams standings: Men - 2nd, losing to Ontario in the final; Women – 4th in their pool.
- Currently working on sites for 2011 regional events.
- 2010 National event to be held in Prince Edward Island in November; Richmond will host the 2011 event.

Recording of results of electronic votes – November 2009

Motion 1

As per Policy 6.13 (a), the Board determines that the mileage rate for all Curl BC activities is \$0.43/km for the 2009/2010 season. CARRIED

Motion 2

As per Policy 6.13 (b) & (c), the Board determines that the accommodation subsidy be reduced by 25% from the rate in the 2009/2010 approved budget. CARRIED

Motion 3

Athlete travel and accommodation subsidies will be paid after successful completion of championships and, where applicable, upon submission of proof of staying at Curl BC's Official Hotel, Best Western.
CARRIED

Motion 4

As per Policy 6.37, **Curl BC support the Langley Curling Club's bid to host the 2012 Continental Cup subject to the club agreeing to abide by Curl BC's sanction policy** (15% of the club's net surplus for the event to be paid to Curl BC).
CARRIED

Motion 5

That Curl BC adopt the following sick leave policy:
An employee is entitled to eight (8) days sick leave per fiscal year on account of a bona fide illness or injury. This leave is not a benefit that accumulates from year-to-year if not taken. Curl BC may require verification from the employee's physicians to support the payment of sick leave.
CARRIED

Motion 6

"Given that all transportation and accommodation costs are covered by BC Winter Games except registration fees, **Curl BC will charge the competitors this registration fee.**"
CARRIED

Motion 7

As per Policy 6.1 (a) **"To accept the request from Tyler Orme for exemption from "curling regularly" for the 2009/2010 season."**
CARRIED

Meeting Attachments:

1. Curl BC Budget Planning documents
2. Capacity Building & Interaction Committee – notes from Sept. 25/09 meeting.
3. Communications Update January 2010
4. WCF Rule & Competition Changes under consideration, letter from CCA President
5. CCA – Survey Results on Equitable Access to Canadian Championships
6. CCA – Final Draft of Ends Policies
7. Draft – Curl BC Board Policy Registry
8. Draft - Curling For Life: A Plan for Implementation in BC
9. Participation Committee – notes from September 25/09 meeting
10. 2010 BC Scotties – Liaison Report
11. Performance Committee – notes from Sept. 25/09 meeting

ACTION ITEMS from January meeting

		RESPONSIBILITY
1	Create one-page summary of challenges faced by clubs; how affiliating with Curl BC benefits clubs; include on website Member Page.	Scott/Marnie
2	Use Curling Connection, RSS feeds, etc. to inform clubs of the Direct Access Grant program – starts to accept applications Feb.1 st .	Staff
3	Determine number of "ACTIVE" & "CERTIFIED" coaches	All Directors

	of youth/school programs in each member facility and submit to Curl BC office.	
4	Determine if information on CCA Ends Statements are in public domain.	Jim
5	Identify urgent bylaw changes necessary to move forward with policy governance model. Circulate to Board for discussion with member facilities. Prepare formal notice for AGM	Jim All Directors Jim
6	Update BG-12 ; distribute to directors for review; establish deadline.	Jim/Janice
7	Committee chairs to review BG-17, BG-18, BG-19; provide feedback to Jim. Distribute updated policies to directors for review; establish deadline.	Committee chairs Jim/Janice
8	Send input on content for Curling For Life draft document to Participation Manager; cc to Terry	All Directors
9	Identify issues affecting the downward trend in Junior/Juvenile playdown participation in each region.	All Directors
10	Contact possible provincial host clubs to solicit bids for all 2011 championships	All Directors
11	Information on the "Thumbs Up" campaign to be relayed to our athletes, clubs, directors via email notification, Facebook, etc.	Staff
12	Recommend appropriate recognition from Curl BC for the service to curling of Robin Wilson.	Recognition & Awards Committee