

## Draft Minutes of TCA Board Meeting

Date: July 11, 2017

Time: 7:00

Location: Conference Call

Present: Grace Bugg, John Headley, Bruce Orrell, Jeanette Soo, Danielle Inglis, Bill Francis, Jason Chang, Michelle Smith, Cory Randell

Regrets: Richard Hart, Jim Wilson, George Karry, Rob Maddock

1. Motion to approve agenda with the addition of “potential conflict of interest” under New Business. Moved by: Jeanette, Seconded by: Bruce. Carried.
  - a. Business arising from minutes and review of action items:
    - i. AGM confirmed for Sept 6 at Toronto Cricket. Jeanette to finalize venue details with Janet
    - ii. Grace has yet to send copy of authorization letter for Hugh to represent TCA to Danielle for storage in our file repository
    - iii. Grace has yet to contact city re TCA logo
    - iv. Issue with Junior banners is still outstanding and has been passed to Cory for follow up
2. Sponsorship
  - a. No update from Hugh at this point.
  - b. Grace will forward to Jeanette what Doug (Goldline) committed to last year.
3. Communications update
  - a. Danielle reported that she has a volunteer, Maggie McIntosh (a Ryerson student), helping with the execution of social media and stories for the website
  - b. Championship Chairs were notified of the new program to compensate clubs for donating ice and the need to add \$20/team to their entry fees to support this initiative
  - c. Jonathan (U21/U18 Championships Chair) held a press conference at the Oshawa Curling Club on Tues July 10 to announce that the Oshawa Curling Club and Oshawa Golf and Country Club in the City of Oshawa would be hosting the event this year. The Mayor of Oshawa and Catherine Hendersen of Curling Canada were in attendance and spoke in support of the event. Photographers from Metroland and SnapD were present. The event was webcast by Perry Marshall. Danielle and Grace were also present to represent the TCA. A press release was issued on Wed July 11. Registration will open sometime in the next week or two.
  - d. Danielle is generating a list of web revisions that she would like and also suggested it might be time to look at having the website revamped to make it easier for us to do the work of the TCA.

4. Outstanding Contribution Award
  - a. There are still only 2 nominations for the award. Danielle will send out a reminder that nominations will close on July 31.
5. Succession planning
  - a. Michelle volunteered to take on the Secretary role in addition to her role as liaison with the club managers. Cory will be her backup.
  - b. Grace will be contacting member at large board members to discuss opportunities to become more engaged or increase their roles
  - c. Jeanette provided some suggestions for potential board members
6. Financial Update
  - a. HST is due July 31<sup>st</sup> so books will be ready for auditor at that time
7. Championship Update
  - a. Event budgets are being prepared for approval at our next board meeting. The \$20 increase for ice facilities fee will be added.
  - b. Registrations for the Business Women's and Day Women's events will open on September 1st.
  - c. We need to confirm Goldline's commitments. Grace to send Jeanette info from last year for Jeanette to submit request to Doug.
  - d. The U21/U18 budget needs to be reviewed more closely as Jonathan is starting from scratch and does not have a committee to support him. The entry fee structure is complicated than the other events and needs to be reviewed and finalized. Jeanette will be approving his expense reports before John issues the expense cheques. Draw structure needs to be reviewed carefully to ensure a positive experience for all participants. We will be getting teams from the inter-club leagues with the support of Dave Rooney.
8. New Business
  - a. Potential Conflict of Interest
    - i. The board discussed whether there was a conflict of interest with Jonathan being on the board of CurlION and being the Chair of the U21/U18 TCA Champions and it was determined that there was no conflict of interest.
9. Next meeting – Aug 22 at 7pm by conference call
10. Motion to adjourn the meeting at 8:21

Moved by John, Seconded by Bruce