

TCA EXECUTIVE MEETING MINUTES

DATE: Oct 18th, 2016

LOCATION: Toronto Cricket Club

ATTENDING: Grace Bugg, John Headley, Rob Maddock, Bruce Orrell, Richard Hart, Jason Chang, Bill Francis, Cory Randell,

REGRETS: Jeanette Soo, Danielle Inglis, George Karrys, Jim Wilson, Michelle Smith

1. Motion to approve Agenda – Grace, Seconded – Richard
2. Introductions – Each member was asked to introduce themselves providing name, club, type of curler, professional background, why they joined the board and what did they want the TCA to accomplish this year.
 - a. Grace Bugg- Leaside Curling Club, recreational and competitive curler, consultant that specializes in board governance and works with boards with past life as a software engineer, joined board to give back to a sport she enjoys, board priorities: by-laws completed, branding and logo issues resolved, setup easier way to manage ice donations for TCA Championship events (perhaps a rotation as requested by the Championship Chairs?)
 - b. Rob Maddock- Toronto Cricket Skating and Curling Club, recreational and competitive curler, insurance background, joined board to give back, wants to see the TCA go back to what it was in the past with high profile events
 - c. Bruce Orell- York Curling Club, recreational curling, a past President of the York Curling Club, IT manager for Electrolux, had been working on the committee updating the by-laws, will be the Club Rep liaison, goal is to increase communication with the TCA member clubs
 - d. Richard Hart- Tam Heather, Annandale, St. George's and Coldwater Curling Clubs, competitive curler, owns electrical contracting firm, working on the revitalization of TCA Jr Championships
 - e. John Headley- Richmond Hill curling club, recreational and competitive curler, Treasurer, accountant with own business, wants to see consistency in the way championships report on finances
 - f. Bill Francis- Royal Canadian Curling Club, was a competitive curler in the past, controller for a mining company, wants to understand what the TCA is doing, sitting on board is an opportunity to give back to the sport
 - g. Jason Chang- East York Curling Club,
 - h. Cory Randell- Richmond Hill Curling Club
3. Goals and priorities – discussion of what our mandate is and where our focus should be. Can the Championship events be brought back to the level of it's "hey day". How are we doing in the area of curling development? How can we help our clubs grow their junior programs? Can growth in interest in curling be accommodated with many clubs at capacity? Changing demographics and lifestyles may not allow the events to grow as desired let alone maintain their current levels.
4. Financials
 - a. Mixed Doubles – ran a deficit and there are some outstanding entry fees to be collected. We will not be following up on invoices to clubs that did not send teams.
 - b. John now has access to our Tangerine (previously ING Direct) account
 - c. Mixed Championships – Last year extra meals were paid by email to John who then transferred the funds to our TCA account. This needs to be changed so that meals can be ordered and paid for online. (Action: Grace to ask Danielle to get Wes to set this up)

- d. We are still planning to go to a free VOIP phone. This should save us approximately \$1000/year. (Action: Grace to get this set up for John)
 - e. Website maintenance – Wes will provide one invoice or set of invoices for John to pay monthly. Based on previously approved amounts
 - f. Sponsors – John will issue invoices to sponsors. This hasn't always been done in the past.
5. Transitions
- a. Club contacts list – needs to be updated with latest info. (Action: Cory to combine the latest list of club reps from Ray with the latest list of club managers from Danielle and then ask Danielle to put it in the web file repository.)
 - b. Board of Directors – list needs to be updated with the new members and old board members removed. (Action: Cory to ask George how this was done in the past)
 - c. Cheque signing authority – no changes needed
6. Website updates – (Action: Grace to review these with Danielle)
7. Document update – see 4.a. above
8. Other Business
- a. Toronto Sport Summit – is being held at Humber College on Saturday Nov 19, 2016 from 9:00am to 3:00pm. No cost to participants, includes lunch and parking. Visit toronto.ca/cityofsport to register by Nov 14
 - b. Live streaming of TCA events – Rob Cunningham, VP, Title Sports Live provides live streaming of OCA events. He can provide to TCA with same for \$10,000. At this time we are not in a position to consider this opportunity.
 - c. D&O insurance – John asked Rob to review our policy. A discussion of need for waivers to be signed by Championship Events participants. (Action: Rob to call our broker and find out whether we should be getting waivers signed and make sure we understand what we are ensured for) (Action: Grace to investigate what other curling associations do for their events.
9. Next meeting – (Action: Cory will poll board members for a meeting date in November)