

**Bemidji Curling Club Board Meeting  
November 29<sup>th</sup>, 2023**

**In Attendance:**

Jenny Willford  
Jordan Stearns  
Stu Noble  
Paul Thompson  
Eric Johannsen  
Dave Willford  
Bill Sanford  
Judy Mackenroth

**Call to Order:** 5:30pm

**Approval of October 25<sup>th</sup> Meeting Minutes**

1<sup>st</sup>: Bill Sanford  
2<sup>nd</sup>: Judy Mackenroth  
*Passed*

**Approval of November 29<sup>th</sup> Meeting Agenda**

*Additions:*

- *Rob's Membership*
- *Club Extermination/Pest Control*
- *Jaime Quello's Board Resignation*

1<sup>st</sup>: Bill Sanford  
2<sup>nd</sup>: Jordan Stearns  
*Passed*

**Financial:**

Checking: \$36,147.74

Fundraising: \$118,704.96

Juniors: \$10,174.56

NWMF: \$64,513.61

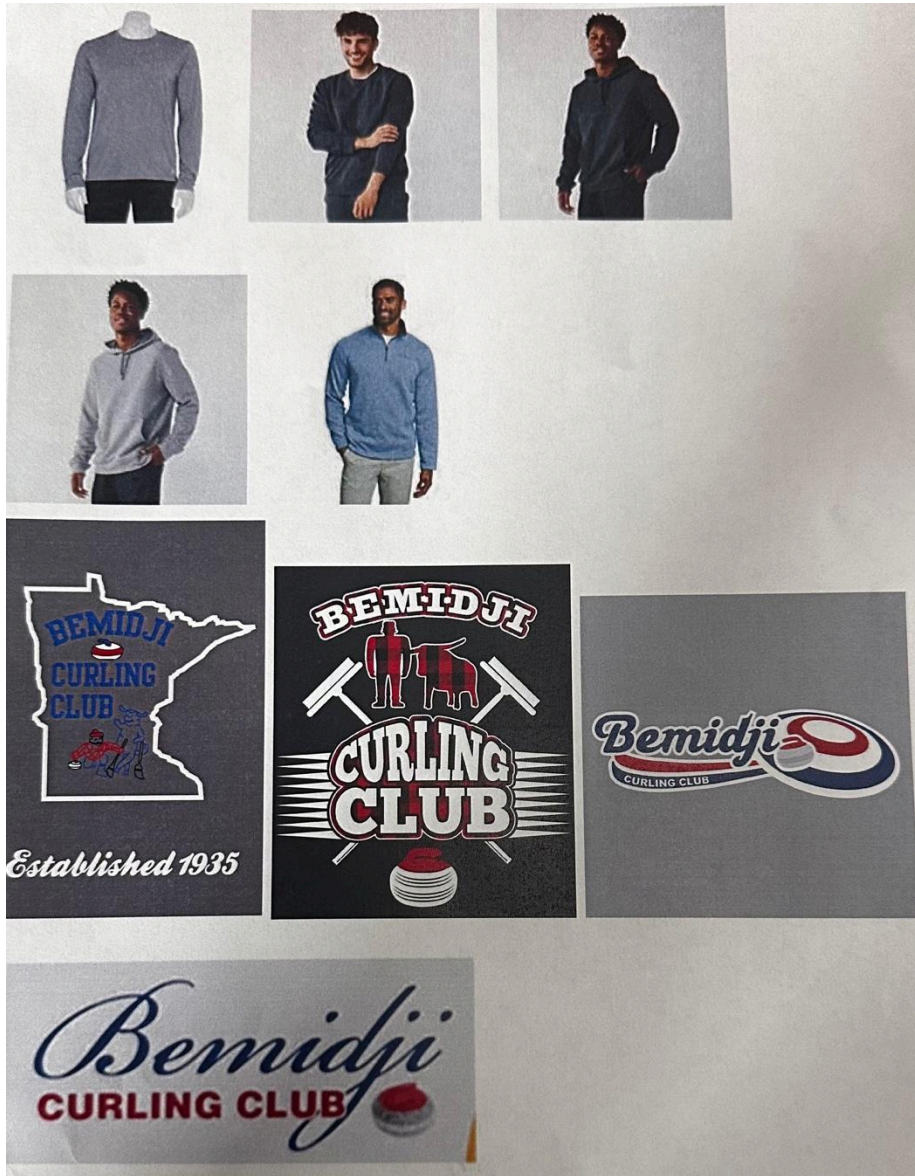
Credit: \$0

- Jenny and Dave met with Carmen to review accounting work done thus far.
- Reviewed Chart of Accounts together.
- This week everything will be imported to QuickBooks.
- Carmen will be completing our payroll, sales tax payments, reconciling of bank accounts, quarterly's, etc.
- Direct Deposit is available for employees.
- Carmen will attend next month's Board Meeting.
- Membership payments are coming in great!

- Income & Expense Reports available to review.

#### Merchandise:

- Review of new apparel options:



- New inventory will be added to the website.
- We are working with Cool Threads for this order.
- This new set of inventory cost \$2,332.48, priced to sell at \$4,721, turning a profit of \$2,388.52.
- Expected to be finished mid-December.

#### Upcoming Expenses:

- Last season's electric bill for temporary plant was received from the city. \$10,436.75

*Motion to approve bill payment*

1<sup>st</sup>: Bill Sanford

2<sup>nd</sup>: Stu Noble

**Passed**

- We still have Capitol Improvement funds from the city to redeem.
- Now that the ice plant installation is complete and bills are being paid we need to request funds from our Beltrami County Grant as terms were dependent on project completion.
- No additional startup costs are expected.
- Debit Card was received and will be kept in the safe.

**Ice Plant Install:**

- Electrical invoice came in \$20,000 more than expected.

*Motion to approve bill payment*

1<sup>st</sup>: Stu Noble

2<sup>nd</sup>: Bill Sanford

**Passed**

- PSM Invoice for \$86,255 received. \$4,000 of stock materials were donated.

*Motion to approve bill payment*

1<sup>st</sup>: Jen Willford

2<sup>nd</sup>: Stu Noble

**Passed**

- 5% of Rodrigo's bill should be held back until work is completed.
- 5% of PSM's invoice should be held back until all work is completed.

**Membership:**

- Checks are being deposited and getting entered into the system.
- Next year taking memberships will be easier as returning members will already be entered into the system.
- Early cutoff of early pay discount is helping majority of memberships coming in the first week.

**Events:**

- BSU rented a couple of sheets for an hour.
- Upcoming Rentals: PSM, Judy's Friend
- Lots of inquiries coming in including a 300 person event in July
- Jordan will talk with Rob to move event rental info on website more visible
- City is supposed to be writing us in to their insurance to cover us with General Liability Coverage. Larger events will be required to bring their own.

**Pro Shop:**

- We have a box of items left from the pro shop. Juniors is interested in brooms.
- Dakota Curling Supply will have their pop up shop on Dec 11-12.
- Invoice was received for Paul Bunyan rock handles.
- We will be closing our Wholesale Account with Dakota Curling Supply since we are discontinuing our Pro Shop.

**Club Manager:**

- Position still needs to be filled
- Dave will be following up with Shift since another charge was received even though account should be closed.
- New accountant and Square is clearing things up and getting easier.
- Managing the incoming membership, key cards, lockers, etc is demanding
- Payments were received for ice ads.
- Jordan will look for options to see if painting ice ads will still be attainable in the future.

**Ice Maker:**

- Position still needs to be filled
- Past person who we thought was interested was a no go.
- Volunteer crew has been helping this week.
- Dave will set up a separate meeting time to discuss volunteer credit. All are welcome to partake in discussion.

**Fundraising:**

- End of year ask email will be sent to our contact list.
- Jordan will send thank you cards to businesses who donated raffle items to the fish fry fundraiser.

**Juniors:**

- Mondays start next week with Jaime
- Members will be taking over Sunday with an oversight crew
- YOG brought in \$1600 after paying Club Rental fee. MN Curling Association paid \$1000 for hosting. Club also made bar sales from the event. Beneficial for the Club and Juniors.

**Bar Manager:**

- New popcorn storage is needed after bugs found in current set up.
- Cathy needs access to Square so she can edit buttons when needed in the Bar Menu.
- Dumpster will be moved after the temporary plant is moved. Dave will check with Jaime on plant.
- A key box will be made for upstairs access for beverage distributors.
- Bartenders will be needed for U18 on Friday and Saturday.
- PSM event will need a bartender.

**Community Ed:**

- 55 people signed up for Community Ed between the two classes.
- It could have been handled in one session instead of two since not everyone sticks with it.
- Those that stuck with it were really engaged and committed to continuing to play and learn. 10 members from the class are playing in the novice league right now.

- Having the two open weeks before leagues was really helpful and allowed it to not feel rushed. This should be kept in mind for scheduling next season.

*Motion for Community Ed to pay 35% of payout to Instructor of class (Eric J)*

1<sup>st</sup>: Jordan Stearns

2<sup>nd</sup>: Judy Mackenroth

**Passed**

#### **Club Projects:**

- Dave would like to send an email to membership about club etiquette including waiting for ice maintenance to be finished before going out, joining your opposing team at the bar after your game, etc.
- Streaming equipment is going amazing!
- Stu got fence installed around condensers.
- Jen would like to see updated toilet paper holders, paper towel dispensers, and soap dispensers in the bathrooms.
- Jaime Quello has drinking fountain but needs to be installed.

#### **New Membership:**

- Rob's Membership:
  - Rob has provided free website management services for the cost of his membership. Rob does a lot for the club and would like to ensure Rob feels properly compensated for his time. Dave will ask if we can include the cost of his ice ad as well in the compensation. Rob should still pay his membership and ice ad but then provide the club with an invoice for this total cost for clean record keeping.
- Jaime Quello has submitted a letter of resignation from his board position due to health issues.

*Motion to accept Jaime Quello's letter of resignation*

1<sup>st</sup>: Jordan Stearns

2<sup>nd</sup>: Eric Johannsen

**Passed**

- Board will look for candidates to fill this seat. Since Jaime was Treasurer someone with a financial background would be a great fit.

#### **Motion to Adjourn Meeting**

1<sup>st</sup>: Bill Sanford

2<sup>nd</sup>: Judy Mackenroth

*Passed*

**Meeting Adjourned at 7:19pm.**