



**UNITED STATES WOMEN'S CURLING
ASSOCIATION**

EXECUTIVE BOARD MEETING MINUTES

FEBRUARY 9, 2010

**USWCA Executive Board Meeting Minutes
February 9, 2010 – Hilton Garden Inn – Troy, New York**

The meeting was called to order by President Jennifer Stannard at 12:35 pm. Jennifer welcomed everyone and thanked them for coming.

The following were present: Jennifer Stannard, Nancy Seitz, Maureen Guay, Jill Owens, Jean Vorachek, Carolyn MacLeod, Gloria Martino, Elizabeth Abeltin, Shelley Dropkin, Carol Wood, Star Pfiffner, Bonnie Dixon, Bridget Matzke, Loraine Waybourn, Carol Stevenson, Margie Knitter, Barb Hamm, Roberta Crain, Anne Robertson and Janet Farr. Ad Hoc committee Chairs: Casey Kremer, Donna Purkey for Carla Casper, and Dorothy Roach

Absent: Michelle Frederick, Florence Springstead, Carla Casper.

Jennifer called for a motion to dispense with the reading of the minutes. The motion was made by Anne Robertson, seconded by Shelly Dropkin. All in favor.

**ALL REPORTS WILL BE ATTACHED TO THE BOARD OF DIRECTORS'
MINUTES UNLESS OTHERWISE NOTED**

OFFICERS REPORTS

President's Report – Jennifer Stannard

- A concern was raised by a Past President of the GNCC regarding the statement on our web site that the USWCA is the oldest national curling association. Jennifer researched and found that yes; the GNCC is the oldest US curling association (formerly national, now regional) where the USWCA is the oldest national curling association in existence today. Response referencing the particulars was made to the GNCC officers. President Carl Thomas Accepted our response.
- An inquiry was made from a USWCA club requesting whether a membership club could appoint another member to represent the club and vote in place of the Rep. Yes, this is allowed per the USWCA Bylaws as long as the Secretary is notified prior to the meeting. This is different than carrying a proxy and is encouraged when the rep cannot attend the meeting.
- A suggestion was made about female skips being required at the USWCA 5&Under Open. This is not, nor anticipated to become a requirement as the focus of the USWCA 5&Under Open is that of a grass roots event to encourage curling for all. A gender requirement was discussed when the event was created and the committee was in agreement that this was not desirable

- Regarding ice maintenance during national bonspiels on a four sheet club – The USWCA is committed to having quality ice and does not intend to strain the ice crew’s ability. This schedule and format have been successful (though challenging) in the past.
- 2010 USWCA pins and USWCA Pal pins were sent with a letter of congratulation to the women’s Olympic team and Coach from the USWCA.
- Four Ad Hoc Committees were set up as requested at the Fall 2009 Meeting – Web Site; Future Planning; Women’s Curling Circuit and Incoming Scot Tour Fundraising.

First Vice President’s Report – Nancy Seitz

Nancy held her 1st & 2nd year Reps meeting on February 9th in the morning. All present were familiar with the rep system, their conversation centered on the role of the liaisons in facilitating communication with reps, concerns about keeping reps engaged and up to date and questions about building curling events that fit the limits of an individual club, while honoring the intent and rules of the USWCA program. The Meeting for all reps will be held after the Executive Committee Meeting.

Results of the fall survey asking for opinions about the option of switching from a Friday/Saturday meeting to a Saturday/Sunday format indicated that out of 33 responses, 18 were in favor of Saturday/Sunday, 1 preferred Friday/Saturday and 14 had no preference.

Second Vice President’s Report – Maureen Guay

The Senior Women’s National Bonspiel will be held in Janesville, Wisconsin from December 1-5, 2010. The Women’s National Bonspiel will be held at the Cleveland Skating Club in Shaker Heights, Ohio from February 9-13, 2011.

Secretaries Report – Jill Owens

No report

Treasurer – Jean Vorachek

- Two clubs have not returned payment with their membership rosters – Racine & Chisholm. Chisholm will be sending payment soon.
- The Royal Caledonian dues have been paid and will be paid on a yearly basis. Fee is \$100 / year.
- We have a limited income and the two-year reserve funding is not being met. It is important to question as a committee chair “*If I want to do this, how do I afford it.*” All requests for re-imburement must be submitted to Jean prior to April 1, 2010.
- Another source of revenue must be identified.
- One motions will be presented at the Board of Directors meeting - To accept to file the May 1, 2009 to February 2, 2010 financial statements.

STANDING COMMITTEE REPORTS

All American - Gloria Martino

The Committee would like to emphasize the importance of the Club Representative and the Chairperson of the All American reading the Regulations before putting an event in motion.

The question was raised about supplying a 6th or 7th pin to a winning team. These players are considered subs and will not receive an All American pin.

Junior Curlers participation again came up – could four junior aged curlers play as a team. Again, it is recommended that Junior's should follow their club format in this event for consistency and also have a parent present during their competition.

40 clubs have expressed their intent on holding an All-American this season. Results from 12 clubs have been received.

Area Regional Liaison – Nancy Seitz

Liaison report will be given at the Board of Directors Meeting.

Budget report – Jean Vorachek

The proposed budget will be handed out at the Board of Directors meeting and a motion will be presented to accept the proposed budget for May 1, 2010 to April 30, 2011.

Notes of interest:

- Interest rates are down, thus lower income
- There is a specific account for Scot Tour and is a separate line
- Professional fees include the audit which is required at the end of the Treasurer's term and IRS preparation. Professional fees are now a line item.
- General fund – The USWCA does not have a two-year reserve
- Pins/trophies/patches, standard cost, nothing can be done to trim costs
- Scots tour badge – what is this? Someone needs to look into for proper processing.
- The USWCA has been overpaying for mileage. Mileage reimbursement will now be at the IRS Charitable Organization rate of 14 cents per mile as of January 1, 2011 and should not exceed the cost of an economical airfare. The bylaws will be amended to allow 100% reimbursement of the new rate if it does not exceed the allowable reimbursement for airfare.
- Discussion was held around not reimbursing the officers and committee chairs for travel since many do not claim reimbursement from the USWCA.

Bylaws – Carolyn MacLeod

Bylaw amendments were published 30-days before the meeting on the succession plan of officers and a statement on committee expenditures. There no questions/ discussion on

the amendments as they had been presented at the Fall 2009 meeting. These two amendments will come before the Board of Directors meeting for voting. One amendment will be presented on the policy around travel reimbursement at the Fall 2010 meeting.

Five Year & Under – Elizabeth Abeltin

- Six events have been held or are being held during the current curling season.
- Four of the events were Women's, two were Open.
- The committee is working to bringing guidelines into The Rules and Regulations Guidelines for standardization.
- The question was raised about the participation and eligibility of juniors participating in the 5&Under. The USWCA encourages the participation of juniors as long as they are within 5&Under requirement. It is up to the host club to accept or not to accept.
- The committee continues to work on how to encourage greater participation in the event.

Junior Bonspiel – Shelley Dropkin

- Pins have been created for the competitors
- Posters were design and sent to clubs to post.
- Broomstones and Madison both held Junior Bonspiels with 20 and 21 teams respectively. A two division competition was held – competitive and recreational.
- Bismarck was scheduled to hold a Junior Bonspiel. But with a new president at the club and the date being changed twice, there was not enough participation to host the event. Bismarck has rescinded their membership with the USWCA.
- The committee is working on obtaining sites for next year.
- Winners of the Broomstones and Madison Junior Bonspiel are reflected in Shelley's report.

Membership – Judy Maier stood in for Carol Wood

- Membership is down by 156 this year compared to last year.
- There are two delinquent clubs. One is in the process of paying and the other has not responded to any communication. The committee will follow up.
- Capital dropped out of the USWCA - women were not interested.
- New arena clubs were contacted by the USWCA Membership – Hollywood, CA (4 members) and Cape Coral, FL (9- 11 members). There are two new arena curling clubs starting up in Vermont twill be contacted by Membership.
- Ocean State is a new arena club starting up in Providence, RI and Cincinnati has formed a new club with @100 members. The committee will be in touch with these clubs.
- Two brooms will be sent to the Coyote Curling Club from Promotions.
- Membership must contact Promotion Chair to have brooms sent to new clubs. Bridget to follow up.

National Bonspiel Procedure – Star Pfiffner

This weeks bonspiel had 36 teams apply, four teams started on the wait list, one team remains on the wait list. The bonspiel is full with 17 teams from the East. There is a marked decrease of teams from West I and West II. The committee feels this is an unusual year with travel expenses being a factor. Next year's Bonspiel will be held at the Cleveland Skating Club. Kim Barton Orr is the On-Site Chair. St. Paul Curling Club will host the Bonspiel for 2012.

- Housekeeping on rules/guidelines is an on-going project in conjunction with the Rules Committee.
- The Committee has been in discussion on the following concerns:
 - o Having a 5-man team was raised. There are no five-man teams allowed as stated in Rules and Guidelines.
 - o Substitution Rule – the format for subs is to be written and sent to committee.
 - o Good Faith Money – Discussion to eliminate – The committee reviewed the history of the Good Faith application and decided to continue with the current practice.
 - o The committee has table the discussion around raising the bonspiel entry fee.

The Bonspiel at St. Paul in 2012 was moved to a week later due to a conflict at the club. IT is important to be careful about changing dates. It is necessary to ensure there are no conflicts with USCA and/or WCF dates.

Charlene Fitzgerald as On-Site Chair for this week's Bonspiel reports that Schenectady is ready!

Nominating – Bonnie Dixon

No changes from last fall. The slate will be voted on at the Annual Meeting.

Pins & Trophies – Michelle Frederick

Report to be presented at the Board of Directors Meeting by Gloria Martino.

- Still looking at best way to downsizing the trophies.
- Ordering past president pins.
- USWCA pin stock is adequate.

The committee is looking into other ways to save money. The President asked that a recommendation be presented at the Fall 2010 meeting. *If you have any suggestions, please contact Michelle Frederick.*

Promotions– Bridget Matzke

- Jr. Curling Equipment Program. All requested equipment has been sent out. To date Promotions has donated \$16,541.61 to the Jr. Curling Program across the

- United States. In the future the Junior equipment application will be on the web site. Promotions are finished for the year with the Jr. Equipment Project.
- The new clothing supplier has offered to do web site orders. A link will be put on the USWCA website and the supplier will handle all future orders after September 2010.
 - The calendar idea has been cancelled. It was the unanimous opinion of the committee that this is not something they wanted to work on because of the large amount of work entailed for the short life of the product.
 - The Committee continues to investigate new products to offer for sale.

Public Relations – Lorraine Waybourn

- PR looked at revamping the USWCA stationary at the last meeting. It has been decided to continue using current stock until exhausted. Stationary is available from Chris Casper and Jennifer Stannard. The note card used for thank you notes seems to be most popular stationary.
- Casey & Lorraine are working to have a style sheet electronically available on the web site along with a letter template using the new logo. The new logo cannot be used in a word document as it doesn't always transfer over and leaves an empty space. The document has to be a pdf file.
- Casey will develop a "How to" regarding use logo stationary and directions will be sent to reps and chairs.
- FYI: A free link is available to save documents as pdf files. it is www.primo.pdf.
- The Committee is looking into a seminar to be offered to the membership on how to work with your local newspapers, media.
- A letter of congratulations will be sent from the President for inclusion in the 2010 National Club Championship Program rather than spend the expense for a program ad. It is felt this is the best way to spend our money.

Reference – Carla Casper

No report.

Rules – Carol Stevenson

The Rules Committee continues to work with the various committees to clean up wording and create standardization on rules and guidelines. Items they are currently working on are:

- Ruling on five-man teams for the National Bonsel. Wording has been changed to read that 5-man teams are not allowed. Continue to work with the National Procedure Committee to clean up wording where needed.
- All games must start with four-man team.

Incoming Scot Tour – Linda Draper for Margie Knitter

- Starting to dot i's and cross t's.
- Linda and Margie have worked diligently to reduce costs where possible.

- The Scots will pay for all of their hotels.
- The Scots teams have been selected.
- Information sheets were reviewed and will be going out to Area Coordinators to provide to all host clubs around – curling club & home stay expectations.

Incoming Sr. Women's Friendship Tour – Barbara Hamm

Pictures from the Senior Friendship tour are on the web site.

The committee was able to return some funds to the participants and to the USWCA Sr. Friendship Tour fund

Senior Bonspiel Procedure – Roberta Crain

Jean Vorachek will give her report on the Sr. Bonspiel held in November 2009 in Grand Forks at the Board of Directors Meeting with a final budget.

- 2010 Sr. Bonspiel will be held at the Blackhawk Curling Club in Janesville, WIS. A report will be presented at the Board of Directors meeting along with a budget.
- The intent of the Sr. Bonspiel is to guarantee that there is a three-game guarantee at a 3-sheet club, maximum 24 teams and no one is out until Saturday
- The Procedure Manual states the Sr. Bonspiel is to be held in January. January will be taken out of procedure manual.
- There was a question about whether the clubs Rep must sign off on the application to verify that the curlers are USWCA members and meet the age requirement. The On-Site Chair goes back to team contact if someone is recognized as not meeting participation requirements.

Women's' Development Curling Fund – Anne Robertson

- Chick pins are continuing to sell. The cost of the Chick pins has been met and now totally profit for the WDCF. The Fund has a balance of \$11,111.16 on January 11, 2010.
- There were two applications for funding. Both were from San Francisco; 1) an individual wanted to fly to Seattle to participate in the All American event, and 2) this same individual and her team requested funding to fly to Canada to curl. \$800 was given to the team.
- \$2000 still left to give out this year.
- \$100 or so will be used to help start up the Women's Curling Circuit
- The WDCF is in good financial shape.

USWCA/USCA Liaison – Janet Farr

Janet Farr will read her report at the Board of Directors Meeting. There has not been much action since the Fall 2010 meeting as the USCA Board has not met since then. The USCA is currently spending most of their efforts in preparing for the Olympics.

AD HOC COMMITTEE REPORTS

Women's Curling Circuit – Dorothy Roach

This is the first report of the Women's Curling Circuit. Their purpose is to increase participation in women's bonspiels and increase USWCA membership and exposure.

Their proposal is:

- to create circuit of bonspiels to compete in by region. Each region will have own coordinator. Regions can be joined together if needed.
- The committee is building the Women's Circuit off the GNCC Men's Tour.

- Any club that is a USWCA member club that is hosting a women's bonspiel will be contacted and asked if they would like to participate in the circuit. It will cost the club \$100 to participate in the Circuit.
- Aim is to have at least four bonspiels in the circuit.
- Sign up by team is not necessary; one can sign up by person, get points by person, but must have at least two circuit participants on the team.
- there will be a fee of \$50 per person for each person to join.
- to have the WCC to be self funding.
- Money paid out to participants will be money submitted to the regional. Hand out will be based on number of participants.
- There is no restriction on what region you participate in.
- The curler must a USWCA member and the club participating must be a USWCA club member.
- Aiming at the group of curlers who have aged out of the 5year & under group and not up to the competitive level.
- Not looking to go out over \$800 in costs.

Other Comments:

- The Committee is asking for money for communications to go out to the club
- There is concern about participation/success in the West.
- Coordinators have been identified for each region except the West.
- There is a strong commitment by people on her committee.

Incoming Scot Tour Funding – Carla Casper

Donna Purkey stood in for Carla Casper, Chair of the Incoming Scot Tour Funding Committee who could not attend.

- The current Incoming Scot Tour has received \$5000 from Promotions and a \$1000 anonymous donation to help off-set a portion of the current deficit in the budget.
- Diane Firari will make a quilt to raffle off
- Star Pfiffner raffling off an Olympic poster signed by Olympic team members.

Planned sources of fundraising

- reach out to past presidents and former Scot tour members for donations;
- foundations for grants, corporate sponsorship;
- general membership given opportunity to sponsor Scot tour team throughout the tour;
- promotions, donations, silent auction letters, sponsorship of a tour team;
- long term – yearly quilt, silent auction;
- looking at how to bring down the costs of the tour – change from three weeks to two;
- divide country into regional sections.

Future Planning – Florence Springstead

Jennifer Stannard reported at the Executive Meeting for Flo. Flo will be at the Board of Directors Meeting to make her report.

- The Committee will look at what we are doing going forward. This is a very big, critical job.
- The right people are needed on this committee with vision and experience.
- Looking at what it will look like, lots of talent to draw from – need special talent.

Web site – Casey Kremer

Casey can only do her job if you give her information to put on the web site. If she doesn't have the information, she doesn't have anything to put on the web site.

- Things to send:
 - o Pictures of the events
 - o Write up of event
- Let Casey know if there are any issues or corrections that need to be made to the web site.
- Urge members to register on the web site. *Sign up for the members only site of the Web Site. Contact Casey about updating password.* Need all members to sign up on the web site.
- Casey can help create forms, etc. to put on the web site. Please contact her directly for assistance.

Unfinished Business

The new USWCA 60th Anniversary book is up and available. Thirty-three copies were printed. Lorraine is working with Casey to upload the book on the website. Corrections to the book can be made at any time. Lorraine has made discs to pass out. Contact Donna Purkey with changes and/or additions. The 60th Anniversary Book is only available on the web site.

New Business:

Note from the President: It was asked that when a committee chair changes phone number (or any contact information) please send to other committee chairs and the executive committee as soon as possible.

All are reminded that as a member of this Board, when you speak about USWCA business or Chairs it is considered 'official'. Consider what you say as it reflects on both you and the organization.

Adjournment 4:04 pm by President Jennifer Stannard.

Respectfully submitted,
Jill Owens
Secretary