

Curl BC Board Meeting

Meeting Schedule

Location: via Zoom online webconference

Details: 13 June 2020 - 9:00 a.m.

Attendees: Board Members and Board Members-Elect: Teri Palynchuk, Keith Switzer, Janice Mori, Peter Muir, Marg Mackenzie, Dale Gregory, Terry Hawes, George Horner, Neil Campbell, Shaun Everest, Staff: Will Sutton, Scott Braley, Melissa Sim, Kim Dennis, Rebecca Connop Price, Guest: David Fairbotham

Regrets: Burga Anderson

Peter: Calls the meeting to order 9:03 a.m.

Agenda

Introduction

Risk Management Presentation - David Fairbotham

A systemic approach to risk management is critical.

Today major corps, governments and banking are all at risk because of the pandemic.

An effective approach can help you manage these risks while also looking for opportunities.

Curl BC is already working with Curling Alberta on a risk management plan to address the effects of the pandemic

Consider how a systematic approach to risk management might help.

The model we'll discuss has four interrelated quadrants. Hazard Risk, Financial Risk, Strategic Risk and Operational Risk.

Strategic Risk has a major impact on the current crisis.

Why a systematic approach?

- No big surprises
- No big mistakes
- No missed opportunities

There needs to be no elephant in the room. Unspoken concerns are discussed in an open manner to find solutions.

Benefits?

- Helps prevent personal injury, financial losses
- Helps protect against litigation
- Helps ensure compliance with laws

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- Identify areas to improve relevance of programs
- Improves HR practices
- Enhances the brand

If it's done well it can enhance your ability to achieve objectives.

Success will depend on the leadership. It requires a cultural shift to openly discuss concerns.

What events might impact your ability to achieve objectives?

What could cause those events? Ask why to discover the root causes. What would the impacts be? Why should we be concerned about who could be affected?

Once you have identified the risk and causes, you put them in a risk register.

The next step is to analyze them. Asking how likely is the risk event to occur and how severe would it be.

Likelihood and consequence should both be analyzed. If the consequence is severe and the likelihood is high it is an EXTREME risk.

What is the organization's tolerance for the risk, that is how you decide if you are doing too little or too much.

Further controls might be able to be planned to avoid the risk. These are called "risk treatment strategies".

Capture the actions required and set out deliverables. Assign responsibility and timelines, essentially a plan.

Communicate and consult. This takes place at all stages of the process. It's proactive communication that enables the risk information to be validated by others. It helps reach consensus on the mitigating actions required. It's critical that bad news is not suppressed, it's openly discussed.

New information could come to light at any time that will impact the risk register.

- What are we trying to achieve?
- What is getting in the way?
- How are the risks being mitigated?
- How do we share this info so we can achieve our goals?

Q&A and Discussion

NC: In terms of looking at this analysis - is there anything that we can do in terms of planning for the future in this current situation?

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DF: (Creating a register) forces you to think in a structured way about all the risks. Cessation of curling is one of the risks. What are the mitigating steps? BC had done a pandemic plan. That is one of the reasons that our province is doing better than a lot of people are.

WS: What if things are not in your control? I think about attracting new teams to the sport and the difficulty we have doing that.

DF: If things are not directly in your control. You would ask the question about attracting new members and the role of the competitive teams in getting more people into the sport. What are they doing to take that opportunity and expand it across the province? For tennis, pickleball is exploding in popularity and we are losing courts. So it's important to recognize that risk so what actions can you take to mitigate them.

To sum up:

Risk is inherent in everything we do while managing our business.

Risk management is taking action.

KISS (Keep it Simple Stupid) principle applies. Sometimes it's hard to do. Some of them will be small and don't want to get overloaded with an onerous process. Think about who will champion it, who will administer it, who will educate and train others?

What is the risk?

How likely is it to happen?

What will be the impact?

NC: There's a real risk we're going to lose more curling clubs. This predated the pandemic. We can't assume it's a legacy sport in these times. Municipalities think of it as a loss. It's almost on the fringe in people's minds. I think the problem with that is we don't really have the money, most clubs, or the political will to rebuild new clubs.

SE: My example (of a risk) would be related to that but I call it loss of participation. Where Neil's was more about facilities mine would be about bodies. Without the clubs you can't have the bodies. You gotta get somebody to want to curl before they find a club to do it in. I think there's a line there that we need to make sure we are keeping clear.

MM: One problem we have is the reputation of curling as a beer drinking sport. That we are still have people smoking on the ice and that sort of thing.

TP: A risk is loss of revenue to due to facilities, participation and sponsorship decreasing.

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DF: I used to have families say to me that we want to learn tennis with your kids. Thinking about curling it's a really family oriented sport that would enable everyone on the ice to get out together. This could be an opportunity.

KS: One risk is connected to the lack of youth in curling. It impacts the dollars. But it also affects the energizing activity around the organization. If you're all a bunch of elderly types like us you don't have the energy you had in the organization.

Approval of April 2 2020 Minutes

Moved by George Horner, Seconded by Janice Mori. CARRIED.

Approval of Agenda

Moved by George Horner, Seconded by Keith Switzer. CARRIED.

Recap of Electronic Votes (No Action Required – FYI only)

o 13 June 2019 - To increase Curl BC's membership fees for the following categories: Moved by Peter Muir and seconded by Keith Switzer. Carried with one abstention.

- Introductory – increase from \$10 to \$20
- Coaches – increase from \$0 to \$20 (for those coaches no longer active as a regular curler)
- U13 – increase from \$0 to \$10 [NOTE: 2019/20 to be considered a transition year for this increase]
- Special Olympians – increase from \$0 to \$10 [NOTE: This was rescinded at the Sept. 2020 Board meeting]

o 19 July 2019 - Whereas Curl BC has submitted a special resolution to Curling Canada's 2019 AGM to confirm that curling clubs must affiliate through the provincial/territorial organization in which they are located, and Whereas 7 Peace Curling Clubs based in BC currently affiliate through Curling Alberta and; Whereas Atlin Curling Club in Northwestern BC currently affiliates through Yukon Curling Association, and Whereas both Curling Alberta and Yukon Curling Association still base their affiliation fees on inexpensive per sheet fees rather than individual curler fees,

Be it resolved that Curl BC offer a transitional membership fee discount of 50% (\$10/curler) to these 8 clubs to facilitate them joining Curl BC in the 2019/20 season. This interim fee will be reviewed in April 2020 to determine best approach for the longer term. [NOTE: this motion has been superseded by the approval of the MOA between Curling Alberta and Curl BC]

Moved by Peter Muir, seconded by Teri Palynchuk. Carried.

o 6 April 2020 - To sanction the City of Prince George's bid to host the 2022 World Women's Curling Championships with the understanding that Curl BC's sanctioning policy will be followed and the local curling club, Prince George Golf & Curling Club, will be directly involved with the organizing committee and receive direct benefit from any net surplus generated by the City from hosting this event.

Moved by Peter Muir and seconded by Teri Palynchuk. Carried.

o 11 April 2020 - To accept Vanderhoof Curling Club as a facility member of Curl BC subject to them paying

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their dues for the 2019/20 season along with providing a list of their members. Moved by Peter Muir and seconded by Teri Palynchuk. Carried.

o 7 May 2020 -To approve the amended Policy Registry issued on 22 April with minor changes on 7 May. Moved by Burga Anderson and seconded by Neil Campbell. Carried

o 13 May 2020 - That Curl BC slightly realign its regional borders to match those of the BC Games Society Zones in order to align with other sports organizations in the province and to end confusion for those curling facilities affected by two different borders. Moved by Keith Switzer and seconded by Burga Anderson. Carried.

o 18 May 2020 - To approve the amended Policy Registry issued on 22 April with minor changes on 7 May. Motion by Burga Anderson and seconded by Neil Campbell. Carried.

o 1 June 2020 - To approve the Curl BC Financial Statements for the 2019-20 fiscal year as presented. Moved by Keith Switzer and seconded by Peter Muir. Carried.

o 9 June 2020 - Endorse the recommendation from the Committee for 2019/20 Awards. Carried.

Statement of Compliance EL-1 to EL-4

KS: We do have a statement of compliance that the Executive and Finance committee reviewed. The checklist is a prompting process we agreed to and developed this year. Clearly you can see that we have responded by a clear yes. In some cases it's not applicable. There's comments in some areas so we understand the scope. Thanks to Scott for making everything in order.

Motion – CEBA loan for \$40,000

This is a program that's associated with business stability and recovery due to Covid-19. Through the federal government you can take a loan of \$40,000. It's interest free for two years and you don't have to repay until 2022. 25% of the loan does not have to be paid back. So \$10,000 is available for retention as a net revenue for Curl BC.

Motion to apply for a CEBA loan for \$40,000.

Moved by Keith Switzer, Seconded by Janice Mori. CARRIED.

Budget Update

SB: We are doing financial projections for 25% reduction, half season, no season and a full season. There are some costs that need to be added to this. This will keep evolving. The big wildcard we've had is on the 75% wage subsidy. They are now looking at legislation to allow a payroll service provider like Sport BC to apply on behalf of an organization. We've always standardly approved the budget in January and provided projections. That's essentially what we're doing but instead of one scenario we are providing four.

Return to Curling Update

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SB: We'll be doing the Return to Curling Update after the AGM. Kudos to the staff for organizing regional cocktails with Curl BC. It was a good opportunity to become reacquainted or connected to our club reps. The good thing is we have had a few months to talk about return to curling and try to pull this together and make sure our clubs are in good shape. The Curl BC board is the group that will be asked to approve the Return to Curling guidelines. At the same time Curling Canada are making guidelines.

Peace clubs

PM: The NE corner of the province has now joined Curl BC. On behalf of the board, Neil, I would like to thank you and Scott for all of your effort. Great to have the whole family back together again.

Board members leaving

PM: On a sad note, George and Janice, it's the end of your terms. We're going to miss you.

Motion to adjourn meeting.

Teri Palynchuk.

3:00 pm, Sat., June 13th

Post AGM Board meeting

The new Board reconvened by Zoom to elect the Officers for the year.

Teri Palynchuk was elected as Chair and Neil Campbell and Keith Switzer were elected as Vice Chairs, all by acclamation. Some very brief comments were made about Board orientation, but it was agreed to table this topic until the next Board meeting (July 3rd). The meeting was then adjourned.