



...dedicated to the administration, promotion, development and coordination of the sport of curling...

**Minutes of the Nova Scotia Curling Association
 Board of Directors Meeting
 October 27, 2019, 7:00pm (via conference call)
 APPROVED January 19, 2020**

In Attendance: Chris Mosher, Virginia Jackson, Susan Creelman, Mike Strang, Sean Bray, Graham Mowbray and Alison Davidson

Regrets: Andrew Abraham, Donaldal Buckingham, Tiffany Cuthbert, Nick Hilton, Robin Nathanson

ITEM	ACTION	SPONSOR	ATTACHMENT/ ACTION
1.	The meeting was called to order at 7:03 pm.	President	
2.	<p>Approval of Meeting Agenda</p> <p>Chris welcomed everyone to the call, thanking them for participating in the conference call.</p> <p>C. Mosher suggested that the agenda be revised removing Communications Role (4b) and Championship Rules (4d) and adding discussion of summer ice in Berwick and moving forward with finance reporting changes to New Business.</p> <p>MOTION: That the agenda as revised be approved. Moved by: T. Cuthbert Seconded by: S. Creelman</p>	C. Mosher	Passed: <i>nem.com</i>
3.	<p>Approval of Meeting Minutes</p> <p>Chris called for errors or omissions to meeting minutes for July 21, 2019, September 7, 2019 and October 6, 2019 circulated before the meeting. None were brought forward.</p> <p>MOTION: That the meeting minutes of October 6, 2019, September 7, 2019 and July 21, 2019 be approved. Moved by: G. Mowbray Seconded by: M. Strang</p>	C. Mosher	Passed: <i>nem.com</i>
4.	<p>Business Arising</p> <p>a) Policy Review – G. Mowbray reviewed his summary noting that current version of policies are available on shared Google Drive. They are</p>	G. Mowbray	



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	<p>in a format that can be edited by anyone with access to the drive.</p> <p>Graham shared that several changes to the by-laws were proposed in March of 2018 but not approved by the Board of Directors. Graham proposed that a small group be formed to standardize policies and build a plan for regular review of policies establishing a process for review, updating and uploading to website.</p> <p>Discussion took place. It was suggested that 2 policies be brought forward to next meeting of the Board.</p> <p>b) Nova Trophy was asked to design a new wordmark which was approved by operations committee and now being used on the website. Chris noted that the organization is still legally Nova Scotia Curling Association. He asked if there were any questions - none were raised.</p>		<p>G. Mowbray will look for an earlier protocol for policy management and circulate it to directors.</p> <p>Directors will be asked to review the list of policies and identify those they feel are a priority for review.</p>
5	<p>Executive Directors Update</p> <p>V. Jackson circulated her update in advance of the meeting. She shared that all championship events are now up on the provincial website and open for applications and noting the association is trying to encourage credit card payment. M. Strang asked if there was a refund policy and this was reviewed by V. Jackson.</p>		<p>V. Jackson will provide reference sheet of championship events and share bid packages with directors.</p>
6	<p>New Business</p> <p>Nova Scotia Curling has been wanting to do something different to expand offerings to curlers in the province. A pilot project will take place in summer of 2020 offering a <i>Nex Gen Camp</i> for elite junior curlers in off season. Discussion around event took place noting the cost of holding the event in Berwick is almost one third of what it would cost during the season and the strong interest of Berwick wanting to partner with Nova Scotia Curling.</p>		
7	<p>Financial Report</p> <p>a) S. Creelman reported that there have been no big changes to the books since September 30, 2019. The Association has received 2 sums of money - \$5,000 from World Juniors held in Liverpool and \$39,000 from Scotties held in</p>		<p>Directors are asked to submit their ideas for spending monies received to S. Creelman</p>



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	<p>Sydney. These are being held in a separate account until the directors determine what we want to do with the money. S. Creelman suggested something for high performance adult curlers. S. Bray asked if there are any stipulations for the money from the providers, and there were no restrictions from either event. V. Jackson offered her point of view of wanting to create a <i>legacy</i> with funds received.</p> <p>b) S. Creelman explained her role in more detail noting that the bookkeeping part of her role is a job unto itself noting that the Executive Director is currently keying in entries to the books. S. Creelman noted that her term on the Board will expire in April and inquired about how the Board will move ahead. Two options are to hire a bookkeeper or to utilize Sport Nova Scotia staff who charge \$28 per hour. Discussion took place about how to find a new board member with appropriate skills. S. Bray volunteered to help and will prepare something for discussion at December meeting.</p>		<p>S. Bray will prepare a document for discussion at December meeting of Board of Directors</p>
8.	<p>Round Table It was noted that the criminal record link list on the website only lists HRM contact and not provincial representation and this should be updated.</p>		
	<p>Adjournment The meeting was adjourned at 8:13 pm Moved by: C. Mosher</p>	C. Mosher	
5.	<p>Next Meeting Saturday December 7, 2019 at 11:00 am, location to be determined</p>		<p>Alison will canvass directors to confirm their ability to attend. Meeting location will be determined by convenience to attendees.</p>

Alison Davidson

C Mosher

A. Davidson (Secretary)

C. Mosher (President)

