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**KCDC Committee Minutes – draft for approval**

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| **Date 19.30 Wednesday 06.01.2021** | | | | |
| Chair  Treasurer  Match Secretary  Club Secretary  Ordinary Member | | Caroline Cronie CC  Mike Laing ML  Dave Neill DN  Rob Packham RP  Nigel Armstrong NA | | |
| Item | Agenda | | | Lead |
| 1 | Welcome and Apologies | | | CC |
| **Present** CC, DN, ML, RP, NA **Apologies** None | | |  |
| 2 | Approval of Minutes from the last meeting | | | CC |
| Approved DN Second ML | | |  |
| 3 | Matters Arising | | | All |
| Subject   * Most matters arising are contained in the Agenda * A request for coaching topics – Doodle poll not sent because the rink is closed * “Try Curling” notice to be composed for the newsletter * Auditing of the accounts – NA has approved the accounts | | Action   * NA to pass accounts to ML | NA |
| 4 | Chairperson’s Update | | | CC |
| Subject   * No activity since last year * Caroline expressed sincere thanks to Stevie Michael for composing and running the Christmas Quiz. General consensus that it had been a very good way of bringing people together and clear everyone had enjoyed taking part * No activity to report because the rink is closed at present due to the Tier 4 Covid restrictions * No new members to report but 5 have expressed interest in a “Try Curling” event | | Action |  |
| 5 | Club Secretary’s update | | | RP |
| Matter   * Email issues * RCCC Database * Who’s who for club members - Photo/bio of Committee Members * WhatsApp Group - Agreed to progress with the WhatsApp Group. To be considered as a less formal method of communication for a number of purposes and to encourage dialogue between club members * Consideration of a Photo montage of all club members | | Action   * RP has set up a new email account for the club secretary. All members will be informed * Libby to be contacted to enable a divert on any emails entering the old account. * Checked RCCC and now have 21 members database up to date * All committee members to submit a recent photograph and brief biography for the web site * Caroline to write to all members to seek permission for use of their phone numbers in setting up a group * Rob to set up the group * Decided to leave this until the WhatsApp group is up and running | RP  RP  Complete  All  CC  RP  CC/RP |
| 6 | Treasurer’s update | | | ML |
| Subject   * Club is in good financial shape * Please see most recent accounts * Prepaid ice – question about how we roll forward –Curling Trust keen to see refunding of fees. Committee agreed it is difficult to see how the rink will be open before end Feb 21. * Concern about different levels of play and balancing equivalent refund. * Some outstanding payments are due * RCCC fees for 2020-21 | | Action   * Accounts checked and recommended for approval by Nigel. Committee unanimously supportive * Cttee agreed fees should be refunded. Individual members may then decide whether to make a donation in lieu of their fees to support the trust. This would facilitate the trust claiming gift aid from tax payers. Cttee agreed individuals must decide * Cttee suggested the treasurer find a method of proportional refund for all. * Advice to await invoices for payment * fees are due by the end of Jan'21 and we should await RCCC's stance with regards to payment. | All  ML  ML  ML |
| 7 | Match Secretary’s update | | | DN |
| Subject   * All matches with other virtual clubs cancelled * 3 coaching sessions pre-paid * 5 sheets in credit – If no curling this season perhaps draw a line and get credits back * Extension to KCDC Membership – in touch with RCCC this season is not included in the membership of any virtual club meaning that members can enjoy a further year * Rescheduled start for 18th January. Focus should be to complete the winter league * We are due to lose 8-10 members if people do progress, so we should encourage folk to remain for another year * Jim Barton – two coaches will now be available for each coaching session – sessions now reduced to 6 people but without Covid, 10 could access | | Action   * See Finance |  |
| 8 | AOCB | | | All |
| Subject   * Agreement to a future meeting in the event the current restrictions are lifted in which case the club will need to plan a return to activity * Potential for another quiz was welcomed | | Action   * Date set for meeting * Date for AGM to be set at next meeting   Match Secretary to liaise with Stevie Michael | RP  RP  DN |
| 9 | Date and Time of next meeting February 17th AGM TBA 19.30 | | | |

Attachment Income and expenditure sheet from Mike Laing, Treasurer