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Minutes of the Annual Meeting of the members of the Ontario Curling Council held by Conference Call on Wednesday, June 1, 2011 at 5:45 p.m.

### **PRESENT**

Board: Kathy Ryan, Michele Gower, Ryan LaFraniere, Allan Brunt,  
Andrea Ronnebeck

Associations: Gord Gark, Doug Bakes (OCA)  
Muriel Anderson, Steve Chenier, Leslie Kerr (NOCA)

Staff: John McCrae, Terri Collicott

Regrets: Peter Hinz

Kathy Ryan chaired the meeting and Terri Collicott acted as Secretary.

### **WELCOME & OPENING REMARKS**

Kathy welcomed everyone to the meeting and apologized for keeping everyone waiting. Kathy indicated that when a motion is made during the meeting she will ask for any opposed rather than all in favour.

### **CONSTITUTION OF THE MEETING**

The Chair declared that notice of this meeting having been mailed to each member in accordance with the by-laws of the Corporation and a quorum being present, the meeting was duly constituted for the transaction of business.

**Moved by:** Muriel Anderson

**Seconded by:** Gord Gark

**CARRIED**

### **ACTS OF DIRECTORS**

A motion was made that all acts, contracts, by-laws, proceedings, appointments, elections and payments acknowledged, made, done and taken by the directors and officers of the Corporation as recorded in the proceedings of the directors or on the books or records of the Corporation or in the financial statements submitted to this meeting, be approved and confirmed.

**Moved by:** Steve Chenier  
**Seconded by:** Michele Gower  
**CARRIED**

### **REPORT ON CREDENTIALS**

Michele Gower reported on the credentials and noted 7 registered votes:

- 1 delegate from the OCA with Gord Gark holding 3 votes
- 3 delegates from the NOCA with one vote each – Muriel Anderson, Steve Chenier & Leslie Kerr
- 1 vote from the OCC Board – Kathy Ryan

**Moved by:** Gord Gark  
**Seconded by:** Leslie Kerr  
**CARRIED**

### **APPROVE AGENDA**

A motion was made to approve the agenda as printed.

**Moved by:** Leslie Kerr  
**Seconded by:** Gord Gark  
**CARRIED**

### **APPROVE MINUTES OF JUNE 23, 2010 AGM**

A motion was made to approve the minutes of the June 23, 2010 Annual General Meeting.

**Moved by:** Steve Chenier  
**Seconded by:** Michele Gower  
**CARRIED**

### **BUSINESS ARISING FROM MINUTES of JUNE 23, 2010**

There was no business arising.

### **OTHER BUSINESS**

#### Future Ministry Grant

Kathy indicated that the agreement has been signed by the Presidents of both associations as of June 1<sup>st</sup>, 2011.

### **REPORT OF THE CHAIR**

Kathy highlighted her previously submitted report:

- Quest for Gold has a phenomenal committee working on it and they have done a great job

- Sport awards recipients were:
  - Jan Pula – Syl Apps Award
  - Rogers TV - Corporate Sport Award
- Next year is a new year for the base grant with many uncertainties. It may be very lengthy and detailed as opposed to the last couple of years.
- Many thanks to the Board, as well as John & Terri for their support.

A motion was made to adopt the Report of the Chair.

**Moved by:** Kathy Ryan  
**Seconded by:** Ryan LaFraniere  
**CARRIED**

### **REPORT OF THE CHIEF ADMINISTRATIVE OFFICER**

John McCrae quickly highlighted his previously submitted report.

Gord Gark asked if there was any indication that there would be any increase in the base grant and John answered that he has been given no information at this point.

A motion was made to adopt the Report of the Chief Administrative Officer.

**Moved by:** Leslie Kerr  
**Seconded by:** Gord Gark  
**CARRIED**

### **REPORT OF THE DIRECTOR OF FINANCE**

Michele highlighted her report noting the following:

- OCC finished fiscal year in a surplus position with \$14,840.00 revenue over expenses which will be retained based on last year's recommendations
- Statement of Operations
  - Base grant down slightly – hopefully this will change
  - Special Contributions and Grants – includes funds that the NOCA requested and received funding for
  - Expense – Office and General – the difference was because of a posting error regarding cost associated with the Apprentice Grant.
  - Insurance was more than budgeted for – going forward insurance will be actual to OCC as associations will be paying for their own insurance with the term of insurance starting at the beginning of the fiscal year and ending at the end.

Gord enquired about the surplus that is being kept in reserve and the group then discussed the funds that the OCC has in reserve for programs and services. This amount has not been accessed by the associations for two years and it was agreed that the associations will receive the prior year's reserve and keep the current year in reserve as long as certain requirements were met.

A motion was made that the funds for programs and services would be distributed to the associations as per the following requirements:

- The OCC has reviewed and approved the programs or services
- The OCC has received the final budget for the programs or services
- The OCC has received the final report and financial statement upon completion of the programs or services

**Moved by:** Michele Gower

**Seconded by:** Leslie Kerr

Kathy read the motion from the April 2008 board meeting which approved the distribution funds back to the associations for programs and services that will benefit their organization.

John will review the proposals and budgets for programs and services from the respective associations and advise them as to whether the programs and/or services have been approved. When they have been completed and final reports and financial statements have been received by the OCC office and approved by John, the funds will then be distributed.

Doug asked how long the associations would have before they had to access the funds and Michele indicated that there is no timeline but that hopefully the funds would be accessed within a two or three year period.

Gord then asked the question as to the amount of money in the general surplus account most of which was held back when Curl Ontario dissolved and then became the Ontario Curling Council. Doug asked what the number would have to be before the OCC began allocating some of these funds back to the associations. Michele explained that originally these funds were kept in reserve in case base grant requirements were not met and the Ministry decided to claw back some of this money. A discussion followed on this item and Michele indicated that it will be put on the agenda for the next meeting. Michele also asked if the associations had any suggestions regarding this situation and if they did the OCC would welcome any feedback. Leslie asked if the associations had fulfilled all of their obligations to this point regarding the Ministry grant and John indicated that right now he would say that yes but he will investigate and determine if all requirements have been met before beginning to distribute funds back to the Associations.

### **CARRIED**

Michele noted that the base grant preparation expenses may be more next year.

She thanked Kathy, the Board, and John & Terri for all their hard work and support over the last year.

A motion was made to approve the financial statements for the year ended April 30th 2011.

**Moved by:** Michele Gower

**Seconded by:** Gord Gark

**CARRIED**

A motion was made to re-appoint the accountants Grant & Company for a review engagement for the ensuing year 2011-2012.

**Moved by:** Michele Gower  
**Seconded by:** Ryan LaFraniere  
**CARRIED**

Leslie Kerr requested that financial statements be sent to the associations on a monthly basis.

### **ELECTIONS**

Kathy indicated that the OCA has put Michele's name forward to the Board of Directors of the OCC for a further two year term.

A motion was made to nominate Michele Gower to the Ontario Curling Council Board of Directors for a two year term.

**Moved by:** Gord Gark  
**Seconded by:** Andrea Ronnebeck  
**CARRIED**

### **OTHER BUSINESS**

There was no other business.

### **FUTURE MEETINGS**


The next meeting will be held on Wednesday, June 6, 2012 at 5:30 p.m.

Kathy asked that everyone mark it in their calendar and Gord asked if the meeting should be held later as there were many last minute items but John indicated that this happens to all associations and we are gaining six days from this year and we hope to have our review completed earlier.

### **TERMINATION**

A motion was made to terminate the meeting at 6:28 p.m.

**Moved by:** Andrea Ronnebeck



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Chair

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Secretary