



**DRAFT NOTES OF TBCTC EXECUTIVE**

Dec 16, 2021

1930 to 2022 hours (730 to 8:22 p.m.) (EST)

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**Attendees:**

|                     |                   |   |
|---------------------|-------------------|---|
| President           | Mark Facca        | Y |
| Vice-President      | Pasi Pinta        | Y |
| Treasurer           | Deb Rosnow        | Y |
| Publicity           | Pepe Gureiri      | N |
| Social              | John Coccimiglio  | Y |
| House and Grounds   | Nick Littlefield  | Y |
| Tournaments         | Gianni Mascarin   | N |
| Secretary           | Jason Everett     | Y |
| Member-at-Large     | Jeff Leduc        | Y |
| Member-at-Large     | George Derbyshire | Y |
| Member-at-Large     | Sheil D'Amore     | Y |
| Member-at-Large     | Frank Potestio    | Y |
| TBCTC Head Pro      | Brendan Boudreau  | Y |
| CoTB Representative | Paul Burke        | N |
| TBCTC Junior Rep    | Marcus Grillo     | N |

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## DECISIONS & ACTION ITEMS:

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| 1.0 | <b>Call to Order</b><br><br>The meeting was called to order at 1932 hours.<br><br>The Agenda was adopted as presented.  |
| 2.0 | <b>Approval of the Minutes</b><br><br>Pasi moved, Frank 2nd   |
| 3.0 | <b>Reports</b><br><br>a. Indoor Report<br><br>Highlights: <ul style="list-style-type: none"><li>● Revised construction cost \$3.8M excluding HST, are preliminary</li><li>● JML moved footprint to berm, west of proposed location, so there'll be a cost to move the hill</li><li>● perhaps city could repurpose the berm to another location in Chapples</li><li>● JML found running a water line is much less than city expected (200k, not 500k)</li><li>● JML will give us their rationale for moving the site to the berm, preparing a site plan for the further east site wouldn't be hard if we go in that direction</li><li>● Kelly Robertson conversation: She is very positive about our project, she'll push it along, we must provide a Revised Operating Estimate including accurate staffing models, who will be the GM? What will it cost to run? What will the Life Cycle Renewal Plan look like? Kelly will give us a template. How much should we allocate for capital expenditures year over year? Kelly will then arrange a pre-consult with Department Services who will tell us what they need going forward. Kelly would like this done by the end of January. After that is the public engagement plan where we go to the general public and get their feedback and how we'll benefit the public.</li></ul><br><p style="color: red;">Action Items: Finish the final ToRs, revised operating estimate and life cycle renewal plans</p><br>George motioned to accept IC report, Deb 2nd |
| 5.0 | <b>Existing Business</b><br><br><b>Tournaments and Draws Guidelines:</b><br><br>deferred to next meeting  |

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|     | <p><b>Member Concerns:</b></p> <ul style="list-style-type: none"> <li>• Mark replied to some emails and there were no further responses. Pasi says we need a formal Communications Plan. First we need to identify all the stakeholders. Then identify what info those groups need, the frequency of communication and the means of communication. A general newsletter would apply to all those people as well as a communication template for our funders. Finally, we'd harness our people in our Communications subcommittee to carry these out.</li> </ul> <p><b>Action Item:</b> Further discussion of the setting up of a Communications Plan</p> <p><b>Website:</b> Mark has done a lot to update the info on our website.</p> |
| 6.0 | <p>New Business</p> <ul style="list-style-type: none"> <li>a. BoD Meeting Schedule: <ul style="list-style-type: none"> <li>every final Thursday of each month</li> </ul> </li> <li>b. Formal Complaint (In-Camera) (D)</li> </ul>  |
| 7.0 | <p><b>Adjournment and Next Meeting Date</b></p> <p>The meeting adjourned at 2022 hours</p> <p>Deb motioned to adjourn, Frank 2nd.</p>  |