



**MINUTES
of the WCF Executive Board Meeting
on 11 and 12 September 2023
Seoul, Korea**

Attendees

Executive Board

Beau Welling (BWE)	President
Graham Prouse (GPR)	Vice-President
Hugh Millikin (HMI)	Vice-President
Sergio Mitsuo Vilela (SMV)	Director
Toyo Ogawa (TOG)	Director
Helena Lingham (HLI)	Director
Rob Niven (RNI)	Director
Kim Forge (KFO)	Director (online)
Jill Officer (JOF)	Athlete Commission Chair

Colin Grahamslaw (CGR)	Secretary General
Saskia Müller-Gastell (SMG)	WCF Projects Officer/Minute taker

President's Welcome

The President welcomed the Board members to Seoul. He advised that during his time in Seoul there would be an IOC call and GAISF dissolution call coming up.

Minutes of the Previous Meeting

The minutes had been distributed in advance.

To approve the minutes of the Board meeting on 1 September 2023 was

*moved by GPR
seconded by SMV
and unanimously approved*

Conflict of Interest

There were no additions/changes.

Rule Change on Named Coach and 5th Player (HMI)

HMI explained that when WCF implemented the rule-change of coaches not allowed to throw stones during evening practice, the question on what if a coach is also registered as an alternate was never clarified, but now of course the teams already start asking that question.

The C&R had discussed this and is recommending that someone can only be registered as either a Coach or player, not both. It was confirmed that an alternate can attend team meetings and other meetings, can go down for time outs etc.

The Board was asked to support this position.

Team members can only be registered as either a Coach or player, not both

*moved by HMI
seconded by RNI
and unanimously approved*

The following additional comments were made:

- Are alternates really necessary?
- RNI stressed that on the highest level and especially when broadcast Curling should be played 4 against 4 – anything else does not look attractive. This must be kept in mind in case the alternate position is cancelled
- 3 players vs 4 players: Is there an advantage – C&R should collect data on this
- TDs are asked to keep track this year of which teams are using practice.

Gender Balance on the Board (GPR)

GPR spoke to his paper previously distributed detailing potential issues in relation to gender balance on the board given the current constitutional wording.

The Board discussed the issue and the following comments were made:

- The earlier this issue is solved the better. The voting on this could be tied to the Special Assembly that will take place in autumn regarding the membership tiering system.
- Going back to 30% is not good. There is benefit for having a gender balance on the Board, we should keep 40%, and focus on the idea of removing the President and AC chair from the quota.

The Board was overall supportive that the threshold should stay at 40%. The Board agreed to ask the Governance Commission to create a wording to remove the Athlete Commission Chair, the President and the Independent Directors from the gender balance.

Technical Commission Appointments (TOG)

The CVs of the potential new Commission members had been distributed to the Board in advance. The Board felt that these were quite impressive. TOG advised that Ingvald had also confirmed that she would be interested in joining the Commission if approached.

To appoint Tom Brewster (SCO), Asmus Jørgensen (DEN) and Jamie Danbrook (SUI) as new Members of the Technical Commission.

*moved by TOG
seconded by KFO
and unanimously approved*

The Board also agreed to co-opt Hans Wüthrich (CAN) and Ingvild Skaga (NOR) to the Commission.

CGR was asked to send the Board's condolences to Greg Ewasko and his family.

Confirmation of Committee for European Zonal Fund (RNI)

CGR explained that when ECF wrapped up it left to WCF approx. EUR 100,000 to be used for European projects. Currently, there are still approx. EUR 63,000 left in the pot.

RNI confirmed that the current group looking after this fund is comprised of HLI, Morten Soegaard (NOR), David Sik (CZE) and himself.

RNI explained that instead of slicing the fund into small pieces the funds should go towards something substantial. He proposed that the funds should be held just now until the group comes to an agreement on the David Sik proposal for the starter up facility's concept. BWE added that this proposal would have a short-term impact in Europe (which was the original plan) but would then also have a long-term impact worldwide.

HLI supported the idea of backing a major project rather than slicing the ECF fund into small pieces.

To confirm the make-up of the ECF Fund group (RNI, HLO, Morten Soegaard and David Sik) and ask that they report back to the WCF Congress 2024 on the successful completion of the use of the ECF funds.

*moved by RNI
seconded by HLI
and unanimously approved*

MTV Round Up and closure (GPR)

GPR informed the Board that it is the plan to wind up the MTV within the next 60 days. A final report, especially around competitions, will be put together so that none of the information is lost and the work on competitions should logically continue within the C&R Commission. The ideas on innovation should perhaps be dealt with by a separate group still to be founded.

Medical Working Group (CGR)

A suggested Terms of Reference (ToR) of the Medical Working Group had been put together and distributed to the Board in advance. The Board felt that the document was too focused on Anti-Doping. Instead, the Medical Working Group should think bigger, wider and more holistically and the following areas should also be covered: health and safety, medical care, transgender etc.

CGR was asked to go back to the group and ask them to widen their remit and consider adding Well-being to the group title.

Nominations committee - clear water period (GPR)

GPR advised that the Board had agreed earlier that Nomination Committee (NC) members must resign by 31 December if they are seeking to be elected as WCF Board Members at a scheduled election.

However, a situation could happen where somebody does not resign, which means they are not able to run in the scheduled election. However, between the time of the call for nominations and the actual election itself somebody could resign from the Board so therefore suddenly you have four positions for which they could not run but a fifth position that they could run for – so this could become quite strategic. This is a loophole for somebody to pass-by the clear water period. It was therefore suggested that the term “scheduled” election should be replaced by something like “regularly scheduled,” “constitutionally scheduled” or similar so that the term of an election is better defined.

The Board agreed that the issue be forwarded to the Governance Commission for them to come up with an appropriate wording for clause 6.1.1. (Board vacancy of more than six months)

Final Accounts, Budget and Finance Discussion (CGR / SMV)

Financial Statements

The Financial Statements for the year ended 30 June 2023 had been distributed to the Board in advance. The statement shows the figures of this year compared to last year. CGR highlighted the following significant variances for this year:

- The money from the IOC has dropped significantly
- Stock: The drop relates to the Kays' situation (stones were previously recorded as stock items and are now recorded as a loan to us)

Budget

CGR explained the following:

The bottom line is an increased projected deficit for next season increased from just under \$100,000 including about \$100,000 of costs for the Big Ideas to around \$225,000, with the Big Ideas costs accounting for around \$130,000 of that.

The main attention has been on the Competition and Broadcast budgets.

In competitions additions have been made to the flight cost allocations for the WJBCC (+\$55,000) and a decision has been made to extract costs associated with the provision of stats from each event and put them into a single budget as they are not strictly competition costs as they are more about providing information to fans accessing the event remotely (+\$100,000). This coupled with efforts to book flights earlier and increase the number of local appointments give some confidence that these budgets are achievable.

The Broadcast budget has been reduced, based on the proposed strategy which reduces the amount of higher-level coverage provided from our events. Coverage at the PCCC and

WMDCC is reduced to MultiFeed2 from MF1 giving a projected saving over this year's expenditure of in excess of \$500,000. We have been able to do this having tried this level of production this season and proved that is acceptable to certain broadcasters in certain situations. For the other events such as the ECC, WMCC and WWCC we are again tailoring the number of MF1 and MF2 shows to the exact demand from those broadcasters and not producing additional shows in the expectation of extra sales, the remainder of the games will be covered by MF3 shows (definition of MF1,2,3 is in the Broadcast strategy paper).

On the income side for Broadcasting the amounts expected from the PCCC, ECC and WMDCC have been reduced from \$100,000 each to \$75,000.

The increase in the allocation to the big ideas is to allow for some travel expenses for James and Rob and reflects actual salaries at current exchange rates – one is in GBP and one in CDN.

The allocation for depreciation has been reduced from \$150,000 to \$120,000 to bring it into line with the 2023 Final Accounts actual.

NOTE – NOT INCLUDED

1. Any costs associated with additional implantation of the Big Ideas will come back to the Board if it cannot be done through replacement of existing expenditures
2. The cost for the Sustainability project, we are still discussing this with the IOC to seek their input and offset to the costs
3. Due to the late award for PCCC, ECC and WMDCC we have had to offer an underwrite to each event in the case they make a loss, this could be in the region of \$50,000 per event, currently it is looking reasonably positive that Kelowna will not make a loss, we are working closely with Aberdeen and Perth to minimise expenses there and increase the income as far as possible. The WMDCC contract with Östersund should be signed in the next few days and we are already working with them to help them cut costs from their budgets.

SMV outlined the future expenditure approval process as follows:

- The Board defines strategic priorities, CGR will inform Board of costs and Board approves
- Any major variations come back to the Board.
- The Heads of departments are responsible for the budget in their department if there is an expectation of an overspend this must come back to the Board for approval.
- The Board will have a tighter control. Board will be updated with the management figures on a quarterly basis (the Board will see for example the breakdowns for broadcasting for each competition) and budget figures will be controlled by a "traffic light system"

The Board made the following comments:

- Decisions on broadcast expenditures will likely come late and will need a quick turnaround.
- WCF needs to make sure that invoices come in in a timely manner
- The bookkeeping system should reflect immediately when there is an overspend, not only for broadcast but for the full operation
- It will be more work and more urgent work for Board

To approve proposed budget including depreciation, broadcast strategy, competitions process and process of approving expenses

*moved by HLI
seconded by SMV
and unanimously approved*

Congress Presentations

The Board went through each single Congress Presentation, providing input into them where necessary.

Sustainability Update (KFO)

Scott Over and Dan Reading of the Sporting Giants gave a presentation on the first/next possible step regarding sustainability.

They informed the Board that the first step for the WCF would be to sign a pledge with commitment to 5 principles:

1. Undertake systematic efforts to promote greater environmental responsibility
2. Reduce overall climate impact
 - Measure and understand
 - Take action (reduce GHG emissions by 50% by 2030)
3. Educate for climate action
4. Promote sustainable and responsible consumption
5. Advocate for climate action through communication

The Board discussed the topic briefly and the following comments were made:

- BWE: What is actual document that we have to sign? My inclination is to sign it, it does not seem like a big risk. If we do not sign there is a reputation risk.
- KFO: We write our own plan, we decide what we measure. The pledge is a commitment to making an improvement
- CGR: Most AIOWF members have signed the pledge. If we do not sign this pledge we may have more issues in the future as it could become mandatory and we lose control of timelines.
- RNI: Do not see big risk, we should sign better earlier than later (when we have lost the low hanging fruit)
- KFO: IBU have a full-time sustainability person

- HLI: There is a lot of work involved. Do we have the resources to do this? What is the cost?

KFO explained that the total costs would be £32,700 split as follows:

Creation of Sustainability Strategy £11,500
 Carbon reporting and reduction plan £ 14,000
 Commercial Support - £7,200

It was agreed to return to this discussion at the end of the congress.

The meeting was closed and BWE wished everyone presenting good luck for the Congress.

**MINUTES
 of the WCF Executive Board Meeting (post AGA)
 on 15 September 2023
 Seoul, Korea**

Congress feedback

The following comments were made:

- Regarding the length of the Congress: Is the Congress the right number of days? It is too much information and delegates are not enjoying themselves so much. MAs would like to book meetings with staff or between each other, they would like to team up. There seems to be an appetite for another day.
- WCF should better stream the Congress so that there are matters of interest to different groups.
- Going down to two delegates per MA will save some money but not a huge amount.
- Maybe a team building event should be added. The walk and talk activity was great
- MAs want more information beforehand. MAs currently have the feeling that Board has already taken decisions - this is why they want to have more information beforehand. MAs should feel that Board is there for them.
- Language and language barriers are a big deal
- Sending out power points in advance is difficult – a different presentation to include the context and more explanation, a lot of background and information is lost when sending those presentations out in advance
- WCF should start planning Congress 2024 right now
- Should we have an extra day in Montreal, how can we create more space if we finish earlier? Do we move to having a keynote speaker every day? Programme depends on architecture and space, too. Do we have an ongoing engagement lounge in Montreal?

ACTION ITEM: CGR will check with Montreal how easy it is to add a day and find out about additional cost

Member engagement

The following comments were made:

- GPR suggested to meet with HLI and KFO, go through notes, summarize what WCF learnt from this activity, roll it back to MAs telling them: Here is what we heard, have we heard it right, have we missed anything? The MAs can then speak with their members, get the feedback back to WCF and WCF then creates a next version to be presented at a webinar for example - then we have a firm proposal.
- MAs would like to have zoom calls with breakout sessions for example – technology component must be looked at
- WCF should have an open space where MAs can log in, this way WCF would show that it is not hiding anything.
- MAs should only have one contact e-mail address that WCF sends information to. MAs then have to spread it by themselves
- BWE: Engagement to me is a two-person deal, we have to figure out how to engage with MAs. I like the member group idea, sending documents to a mailbox is not engagement
- CGR: We started with one e-mail address but then it did not work, mails are just not forwarded. WCF should pick a couple of topics and should at a kick-off event split MAs into the suggested seven member groups.
- Board meetings should be monthly. HMI requested that it should not always be a Friday night. BWE would not mind to meet more often, but shorter.

ACTION ITEM: GPR should check notes from Congress and get back to the Board with some thoughts at next Board Meeting.

Next steps on Finance and Governance Commission

The following comments were made:

- The WCF President should not be a member of the Finance Commission (but should only join as a guest)
- Finance Commission should consider changing terms of office and should think about member make-up, too.
- Board does not plan on taking anybody off a commission.
- Jennifer Stannard had indicated that she was keen to put her name forward for the Nominations Committee if that was acceptable (this would potentially mean her standing down from the Governance Commission)

ACTION ITEM: SMV, HMI, KFO and TOG will be in the Finance Commission / GPR, KFO, HLI and RNI will be in the Governance Commission. JOF is invited to attend both Commission meetings as a guest. CGR will send to each Commission Chair information on what is left on people's terms so that they have an indication of the rotation of the other people. That maybe allows them to start looking at what terms of office should be going forward and also perhaps looking at the ToR for the Commissions.

Regarding the population of the Commercial working group the Board agreed that any representatives that put their name forward should be accepted. Eight members should be maximum.

HLI explained that there will be three additions to the DEI group for the following underrepresented groups: Young member, wheelchair member and a member from Africa.

Korean Wheelchair Curling Association (Governance issue)

BWE explained that in Korea by law able-bodied and handicapped have to be two separate organisations (same as in China and Japan). They feel disenfranchised as they cannot be a member according to our constitution – they have nothing to do with the Korean Curling Federation. They have 123 registered athletes, they are larger than 17 MAs that are here this week and they have no access. How do we talk about diversity when we have wheelchair athletes that are totally disenfranchised. TOG pointed out that in Japan the wheelchair association is a member of JCA so they are linked to WCF.

The following comments were made:

- Can you have three types of membership? Floor Curling, Wheelchair Curling and able-bodied Curling? If we get serious about floor Curling they should have representation as well.

ACTION ITEM: The issue is to be forwarded to the Governance Commission for their input and recommendation.

Request from John Anderson – Nominations Committee - clear water period

The Board re-discussed its decision on the clear water period and confirmed it is happy with its decision. For the time-being there will be no change.

Conditional Membership Applications

CGR explained that Pakistan had applied for conditional membership. Their paperwork is correct and the Governance Commission has confirmed that they meet all the requirements to become a conditional member. Therefore, a decision needs to be taken.

To accept Pakistan as conditional WCF member

*moved by RNI
seconded by HLI
and unanimously approved*

Board Attendance at Events

The following Board attendance at events was agreed:

WMxCC	Rob/Sergio (playing)
PCCC	Beau (TBC) / Graham / Hugh (TOG accommodation covered by WCF)
ECC	Rob / Helena / Jill (Athlete Commission)
YOG	Beau / Toyo / Kim

WJCC	Beau (TBC) / Rob or Helena
WWhCC	Hugh (Beau TBC)
WWhMDCC	Kim
WMCC	Full Board
WWCC	TBD

Event Hosting Challenges

Should WCF have an event hosting group? If WCF is supportive of doing this the problem is how do we get the right people? Should the Board find who it is?

ACTION ITEM: CGR to discuss with MA Chief Executives as to what they think should be on the ToR of such a group.

Potential Youth group

The idea is putting together a group about “Youth” to become more attractive to young people. The following comments were made

- There should be a kick-start involvement of a young staff person, maybe Marianne or Rob Gordon
- Write together goals and objectives about how to get youth involved into Curling.
- KFO wants to be in this group, wants to help mold it into what WCF wants.
- Age group: 14-25
- It is about brand perception, cool factor stuff

ACTION ITEM give it to Rob Gordon to figure it out and come back to Board

Innovation group

It had been discussed if such a group should be part of the C&R but it was felt this should not be the case. It should either be a new group or part of the commercial group.

Sustainability sign-up

Further to the discussion in the Board meeting before the Open meetings the Board discussed again the requirements of signing up to the Sustainability pledge.

To sign Sustainability Pledge

*moved by KFO
seconded by TOG
and unanimously approved*

WJMDCC

The Board discussed the age group of the WJMDCC (under 18 or under 21) and the feedback from the Open meetings – the Board was split on their views on the age group. However,

the Board was clear it feels it is a developmental event. HMI to take this back to the working group and ask for a recommendation back to the Board.

The Board meeting closed at 1600