

NPB Exec Meeting Minutes – September 1, 2020

The meeting was called to Order: Tuesday September 1st. at 6:02 PM. Due to the restrictions imposed during the COVID-19 pandemic the meeting was a virtual meeting.

Present: John Davis, Sean Kennedy, Sue Newell, John Yim, Lyle Evans, Michele Ney, Garry Robbins, and Anna Edgar.

Regrets: Deb Marshall

Purpose of the Meeting: Monthly Executive meeting

Minutes of Previous Meeting:

Moved by John Davis, seconded by John Yim that the August minutes be adopted as corrected and circulated. Motion Passed.

Treasurers Report:

Lyle reported a YTD net loss for the period of \$1,668. Our cash position stands at \$21,027

Moved by Lyle Evans, seconded by Sue Newell that the treasurers report be adopted as read (and circulated). Motion Passed.

Discussion Points:

- Members will be issued with Refunds for any unused plays on punch cards will be issued with the return of the punch card.. Proposed to set up at OW and pay in person. John Yim to help Lyle.
- Cognito version to be phased into “Free” version.
- The membership will be emailed to notify of new booking facility
- Island connect credit stands at about \$1100. Will ask for refund.
- Non paid-up members to be deleted from distribution list after notice of refunds sent out.

Return to Indoor Play:

Our COVID-19 plan for play resumption has been accepted by Oliver Woods Staff.

Of note:

- the change rooms will be open but not the showers.
- Sessions will be shortened in duration
- Up to 24 players are permitted per gym.
- Likely only 1 gym in play at a time.
- Setup and take down of nets will be done by OW staff.
- We have determined a start date for our rentals to be Monday Sept 14.
- We have a number of court captains in place including: Sean for Sunday's Gary for Saturdays. Deb and Dave are also available. May need one or two more.

The WEB site:

Deb Marshall would like the site to be re-written to bring it more current with today's standards and look. Ken Holman has agreed to help with redesign.

Sean will assist in preparing a requirements document for the new site to clarify functionality and required features.

Our current website needs to be operational during any construction of a new one as the link to CourtReserve needs to be available for new members to join the Club.

Racquet Sport Facility:

The questionnaire has been sent out to club members: Anna prepared a Cognito form and has received 44 replies. To date the responses have been positive and encouraging. The same questionnaire will be sent out by the badminton club.

Name Badges:

Nothing new to report.

New Business:

1. Sean has volunteered to manage the "Facebook" account we have. No specific details were given.
2. A group headed by Lyle is setting up the new on-line booking system. Current members are being loaded into the software and a welcome email to members will be sent out shortly. Lyle expects the system to be up and running the week of Sept 7th for use by Sept 14th. The court captains will need training before the go live date, Lyle and Sue to arrange. When the new system is operational the purchasing of memberships on our website will have to be turned off and a link to the new on-line system created.

The meeting adjourned at 6:39 PM.

Next Meeting set for Oct 6