

Minutes - NPC Exec Meeting – Wednesday January 10, 2024

Purpose of the Meeting: Monthly Exec meeting

The meeting was called to Order: Wednesday at 7:00 PM.

Present: Deb M, Lyle E, Harvey H, John E, Monte N, Ruth D, Gary R, Wayne O,

Regrets: Caron U

1) Deb M called the meeting to order, and we confirmed that we had a quorum, so the meeting proceeded.

- Deb M welcomed the NPC exec in attendance and thanked them for attending

- Deb M asked for any new items to be added to New Business

2) **MINUTES OF PREVIOUS MEETING:**

Moved by Deb M and seconded by Harvey H that the minutes of the Dec 13th, 2023, meeting be adopted as circulated. Motion Passed.

3) **CORRESPONDENCE:** Monte N.

Deb M. expressed the concerns from a member that the club is putting out too many emails. The executive has resolved to limit the amount emails where possible. Phoning or texting individuals if able and filter the emails by group or levels so emails do not go out to all members unnecessarily. It was agreed to table this until next month in order to develop some procedures on how to deal with this issue.

Update, we noted that December was an aberrant month in terms of the number of emails issues/received. It is expected that we will revert to normal volumes moving forward.

Monte N.

Inquiries and correspondence in Dec/Jan were about lessons, pickleball machine rental, ratings, buy/sell, drills sessions/skill improvement, outdoor play, apparel, and payments. There were also inquiries from five people/couples about joining the club as new members. There was some confusion by some members about membership renewals around the end of the year and the beginning of the new year which was ably handled by Lyle.

4) **TREASURER'S REPORT:** Lyle E

Results for the Month ending December 31, 2023

- Revenue of \$7,298.54 included:
 - Play Sessions: \$3,951.63
 - Membership fees of \$3,275.00,
 - Bank interest of \$40.91
 - Ball machine rental of \$10.00.
 - Merchandise sales were \$21.00.
- Expenses recorded in the month included:
 - Gym Rental: \$5,168.64
 - Pickleballs and supplies: \$1,221.75 (Balls \$664.45, Xmas Party Supplies \$497.30, 90-minute session prizes \$60.00).
 - Bank/Website/ Software costs: \$919.43 (Zoom \$224.00, PBB \$56.80, Site123 \$313.99) Lawyer fees regarding new society \$320.89).
 - Merchandise for resale costs were \$1,054.53 We are showing a reported profit of \$249.47 but after adjusting for the orders not fulfilled (\$217.84) and January Cognito fees of \$47.61 we incurred a small loss of \$15.98
 - Major Purchases were \$1440.91 and were for paddles and nets that were donated to the School District.
- The Net Loss for the period was \$2,506.72
 - Cash in the bank is \$27,566.41 and cash in Stripe was \$2,483.24 for total cash of \$30,049.65.

Results for the 3 Months ending December 31, 2023

- Revenue of \$16,063.16 included \$10,881.85 for play sessions, membership fees of \$3,756.00, merchandise for resale of \$1304.00, bank interest of \$83.08 and ball machine rentals of \$38.23.
- Expenses recorded in the period included:

- \$8,243.93 for gym rentals,
- 90-minute indoor event prizes - \$324.94
- Merchandise for sale - \$1,054.53
- Pickleballs, Supplies and Other were \$1,251.75 (Balls \$694.45, Xmas Party Supplies \$497.30, 90-minute session prizes \$60.00).
- Bank/Website/ Software costs were \$1,129.69 (Zoom \$224.00, CourtReserve \$67.55, PBB \$95.76, Site123 \$313.99, Banking Fees \$7.50 and fees to setup the new society \$420.89).
- Major Purchases were \$1440.91 and were for paddles and nets that were donated to the School District.
- The Net Profit for the month was \$2,617.41
 - Cash in the bank is \$27,566.41 and cash in Stripe was \$2,483.24 for total cash of \$30,049.65.

Gary R Moved to accept the Treasurer's report, seconded by Wayne O
Motion Passed

Membership

Total Members in good standing at the end of December were 345. Of the 3 members currently restricted, 2 are due to not having a current membership with PCO and 1 is due to having no pickleball experience. See the breakdown for memberships below:

Membership:	
Members in Good Standing	345
Members Suspended - not current PCO/PBBC Members	3
Subtotal	348
Members Suspended - Membership fees not paid in full	-
Total	348
Active Guest Memberships	1

Software Managers Report - Lyle E, Harvey H, Gary R, Wayne O, Ruth D

CourtReserve

- At the end of December 2023, 255 members had renewed their membership for 2024
- CourtReserve announced that effective February 1 2024 the basis fees will increase from \$35US to \$49US
- At year-end we had a number of members whose 2023 membership expired 1-2 days before the end the year. Although it was inconvenient for some members, we were able to manage through it. For 2024, I changed the expiry date to be Jan 1 2025 to try and avoid the issue next year.

PCO Memberships

- . Several members didn't renew their PCO memberships before renewing their Club membership. These usually get resolved quickly.
- We are still experiencing some members who purchase their PCO membership think they are renewing their membership with the Club. This is even after the instructions stipulate that there are 2 steps to renewing their Club Membership.

Action – Lyle will send a list of members who have not responded to renewal emails to Deb M, who will follow up with them via a phone call.

Membership Renewal

5). SUBCOMMITTEE REPORTS:

Court Director: Gary R

- AED Training date confirmed as Feb. 1;
- PADS Tournament date confirmed as April 20;
- NPC Tournament dates confirmed for July 13 & 14;
- Mexican Madness Tournament date confirmed as Aug. 31;
- Suite of new sessions added for winter;
- Continuing to monitor space availability at OWCC for more court time;
- Awaiting response from SD68 regarding school gym availability;
- Expect response to Gymnasium Booking Request for Spring/Summer '24(OWCC) in early Feb.;

Action: Gary to contact the City for firm up August 31st for Mexican Madness.

Status:Complete

B. City Liaison: Wayne O., Lyle E., Dave E., Caron U

- The liaison group is planning another meeting with the City in early January.
- Agenda has been prepared and a meeting request has been sent

C. Club Ratings: Lyle E., Deb M., Gary R.

- We have been reviewing requests for rating changes when requested by members but didn't have a formal meeting in December. Next meeting will be scheduled in early February after the new Board is elected and it is determined who the committee members are for the upcoming year.

Action- Will schedule a meeting in early February

D. Youth Program: Harvey H., Deb M.

An opportunity to do a pickleball education session for the Chase River Embers. 13 - 7&8 year olds. This will be set up for mid-January.

Status:

We will be meeting with the Cinnabar Valley Embers (Girl Guides) Monday January 15 to view the gym and evaluate the equipment / facilities they have available. On Monday January 29 we will present an 2 hour introductory session the to group.

Nanaimo Pickleball Club's support of School District 68 high schools is continuing . Paddles for High Schools - The NPC have submitted funds to Selkirk USA for the purchase 2 class set of paddles and 4 Selkirk Pro Nets totalling approximately \$1500.00. The paddles and nets will be arriving at John Barsby Secondary School and be distributed to other schools after that time.

Professional Development Day SD68 Feb 5th - We have been invited to present 2 sessions to Physical and Health Education teachers. Each session will be 2 hours in length. We will have the entire Dover Bay gym (8 courts if we need them) Planning is underway for this event.

E. Play Session Director: John E., Gary R., Caron U., Deb M

Team will meet immediately after the NPC executive meeting

F. New Member Liaison: John E, Ruth D

G. Training Director: Caron U., John E.

H. Facebook: Wayne

A few requests re how to start playing pickleball here in Nanaimo, I suggested that they reach out to the club and follow from there.

I. Action: Gary to review the Inclement Weather Policy with the coordinators.

Status- Outstanding

6) OLD BUSINESS

a. Nanaimo Pickleball Annual General Meeting

The Nanaimo Pickleball Club 2023 Annual General Meeting will be held on Saturday, January 27, 2024, at 11:00 AM via Zoom.

The AGM Agenda will be sent out within the next few weeks. If you are planning to attend the AGM, we ask that you logon to CourtReserve and go to Jan 27th on the calendar to register, this will assist the Executive in knowing the number of members to expect.

The Zoom invite will be sent out to all members January 27th by 9:00 AM.

Status: All acting executive members at this time have let their names stand for 2024 - Lyle will be putting his name in as a Director at Large and Wayne has put his name forward as Treasurer for 2024. Kim Brunt has put his name forward as Secretary.

Just an FYI - New members putting their names forward for executive positions will need to prepare an overview of their leadership qualities for directorship positions for the membership to read prior to the AGM.

b. Emails to be monitored and a possible email procedure to be followed to decrease the number of emails to be sent out. Status – Complete as noted above where December was an aberrant month.

c. AED/CPR - still looking to fill the 20 spots - a reminder will go out to participants a week before the Feb. 1st session. with a reminder of what to bring.

d. PADS - A committee will be meeting on Sunday, Jan. 14th to discuss and form the basis for our PADS fundraiser - all invited.

7) NEW BUSINESS ITEMS:

a. Protective Eye Wear - Harvey H

There is a concern with members' eye safety and their lack of proper eye protection. It was discussed that Costco now has 2 sets of good quality eye wear in stock and Ono Safety has a number of different sets that are economical.

Action: Deb M. will contact Pickleball BC and ask if there are any clubs that have mandated protective eye wear and how it was implemented. This will be tabled to the next meeting for further discussion and to develop a policy if we decide to move forward with this requirement.

Status: Eye wear - Walter's response - No one to my knowledge has attempted to mandate eye protection. Pickleball Canada put a soft statement on their website a while ago - not sure if it is still there. We, Pickleball BC are going with a mandatory eye protection statement for our Provincials this year (2024). We plan on having a quantity of suitable glasses available on site in the event of breakage and 'forgot'. Our statement is eye protection of some degree - subjective but there are no standards that state pickleball yet - that I could find. We are going to have to accept nearly anything that people put on their face - as a start. Our control or penalty - no protection NO play.

I am not aware of any club even attempting to mandate. You may be the first. I would suggest something like a 3 month intro period - get people used to the idea that they are mandatory and get prepared. You will need a clear policy on when,

where, etc. And penalties or discipline etc - clear and up front. If you have people controlling (court hosts) your club play times I would suggest a few pairs of \$5 glasses be in their toolkit.

A motion was put forward (by Deb M) where, with effect March 1st, 2024, it would be mandatory for NPC members to wear safety glasses whilst playing on club time. Significant discussion ensued. The executive agreed to table the motion and to refer the issue to a committee (chaired by Harvey H) which will bring a recommendation to the board.

Action – Harvey H to set up a committee to discuss the topic of safety glasses and to bring a recommendation to the board.

b. What age can people join our club? - John E

Action: John E will contact Kelowna Pickleball Club and ask how they include the junior players in their club programs and come back with his report at the next meeting.

Action: Deb will contact Pickleball BC and ask if they know of other Clubs who include junior players in their club and provide information to John.

Status: Complete.

Youth play -Walter's response - as a drop in or part of regular programming - most places treat them like adults (and they soon become better). Now - most are probably 12 or older.

Significant discussion ensued on this topic. The executive agreed to ask a committee to review this matter and to revert to the board with a recommendation. John E agreed to chair the committee.

Action – John E to start a committee to review the age limits for joining the NPC.

c. Apparel - A webpage and catalogue page and has been readied to allow another apparel order. The ordering has been simplified for the member using Cognito Forms. This order has similar styles as Nov. / Dec. but an expanded color selection.

d. AGM- NPC AGM - As you know our AGM meeting is coming up on January 27/24, at 11:00 AM via Zoom.

At this meeting we always give a written overview of the year for the membership of all the directorships.

For management purposes, it would be asked if each director in charge could file the report with Wayne by January 14th.

8) ADJOURNMENT: As there was no further business the meeting adjourned at 8:19 PM. The next meeting will be Thursday, February 15th at 7:00 PM via Zoom.