

## Draft Minutes - NPC Exec Meeting – Thurs. Mar 7/24

*Revised: Mar. 13/24*

*Purpose of the Meeting: Monthly Exec meeting*

### **1) CALL TO ORDER: 7:01 pm**

All Exec. Members present: Lyle E., Ruth D., Gary R., Wayne O., Kim B. Deb M., Harvey H., Monte N., Sally M., John E., Caron K.

### **2) REVIEW/ADOPT MINUTES OF PREVIOUS MEETING:**

***M/S Lyle/Ruth: that the minutes of the previous meeting be accepted as circulated. CARRIED***

### **3) CORRESPONDENCE:**

***Deb:*** We received the following email: *"I'm interested in sponsoring your club in exchange for a logo placement with a link to our website in exchange for 5% of the sales made."*

**DISCUSSION:**

Canada Paddles is the name of the organization; it is not a local company; this is not really a sponsorship situation, but rather a link to their site for people to buy equipment; other companies have expressed an interest in providing financial support in exchange for being displayed on any banner we might want to create.

There was considerable discussion about whether we might want to consider other companies or just Pball related businesses, as well as concerns about the impression that we are endorsing companies by having them appear on our website. Some legal advice on our obligations, etc. may be warranted if we decide to pursue this option.

In general it was determined that much more information should be collected – perhaps by a committee tasked to do this – and that no decision would be made on this matter at this time.

***Monte:*** Inquiries and correspondence in Feb/March were about lessons & orientation sessions and buy/sell ads. There was an inquiry regarding an experienced person teaching several children. Besides organizations pitching their services there was a low number of inquiries.

### **4) TREASURER'S REPORT: (Lyle)**

Treasurer's Report – MTH of February 29, 2024

Results for the Month ending February 29, 2024

- Revenue of \$5,337.01 included:
  - Play Sessions: \$4,689.55
  - Membership fees of \$105.00,
  - Other Income - Bank interest of \$42.46, PBBC Grant for School Program \$500.00
- Expenses of \$ 5,915.77 recorded in the month included:
  - Gym Rental: \$2,954.10
  - Pickleballs and supplies: \$251.16 (Safety Glasses for coordinators)
  - Bank/Website/ Software costs: \$273.08 (CR \$152.93, PBB \$59.60, Bank Fees \$5.55).
  - Training Costs - \$1,260.31 (AED/CPR training)
  - Merchandise for resale costs were \$1,177.12
  - Major Purchases were \$0.00.
- The Net Loss for the period was \$578.76

Results for the 2 Months ending February 29, 2024

- Revenue of \$12,037.04 included:
  - Play Sessions: \$8,923.34
  - Membership fees of \$1,492.50,

- Other \$604.82 (Bank interest of \$84.82, PBBC School Grant \$500.00, PB Machine Rental \$20.00)
- Merchandise sales were \$1,016.38.
- Expenses recorded for the period included:
  - Gym Rental: \$6,260.49
  - Pickleballs and supplies: \$251.16 (Safety Glasses)
  - Bank/Website/ Software costs: \$339.33 (CR \$152.93, PBB \$122.10, Society Filings \$55.00, Bank Fees \$9.30).
  - Merchandise for resale costs were \$1,224.73 We are showing a reported loss of \$208.35. The total merchandise program for 2023/24 generated a profit of \$41.12
  - Major Purchases were \$0.00.
- The Net Profit for the period was \$2,701.02
- Cash in the bank is \$30,267.43 and cash in Stripe was \$1,054.51 for total cash of \$31,321.94.

**NOTES:**

Harvey applied for and received a \$500 grant for paddle purchases under the PBBC Grant for School Program; gym rentals were paid in advance so that's why it looks like we made so much more than we paid out in the short term.

***M/S Wayne/Gary: that the financial report be accepted as presented. CARRIED***

**5) SUBCOMMITTEE REPORTS:**

**A. Membership: (Lyle)**

Total Members in good standing at the end of January were 301. Currently 1 member is restricted as he has not paid the Club membership dues. See the breakdown for memberships below:

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

Lyle explained that Guest memberships are \$5 for 37 days; an option that is not often used; a person needs to be a Pball Canada member to invoke this option.

**B. Software Managers: Lyle E, Harvey H, Gary R, Wayne O, Ruth D**

- **CourtReserve** (Deb)
  - REPORT:
  - Still looking for someone on the Executive to step forward - please see Lyle for clarification of role. If we are unable to fill this position from within the Executive, we will have to look to the general membership.
  - DISCUSSION:
  - Gary has volunteered for this but he has quite a lot of other stuff already on his plate. He could be trained along with whoever takes this on and might want to take it on at some point in the future.

Action Item: Add a line on our membership application form asking new members if they are available to volunteer to help with any of the various tasks involved in running the club.

- **PCO Memberships** (Lyle)
  - All members have renewed their PCO membership.

**C. Court Director:** Gary R

- REPORT:
- Spring/Summer gym contract received from OW;
- Set up on CourtReserve and update of the club website in progress;
- Four of six new Coordinators fully trained and equipped.

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

Deb: Question - Eye Wear - would it be of value to mention at next meeting to the city that as a club we are mandating glasses to be worn at all club play - they may want to incorporate this into their safety procedures at OW?

- Wayne will look into getting this put onto the agenda for the next meeting with the City on Apr. 5

**E. Club Ratings:** (Lyle)

REPORT:

Ratings Committee:

- The last meeting of the Ratings Committee was held on February 19<sup>th</sup>. Highlights of the meeting:
  - Members ratings were reviewed, and 2 members were moved to higher ratings
  - Rating policy was revised to include wording that new members performance on the court will be monitored for several sessions and their self-assessed rating revised if necessary. The revised rating policy has been posted to our website.
  - Developed a process and criteria for novice players to challenge up to a 3.0 rating if certain criteria are met. We plan to schedule this challenge sometime after April 20<sup>th</sup>.
  - Discussed importance of coordinators double checking their scores as one novice score was entered against a 4.0 player and cannot be changed after it is processed overnight.
  - Next meeting will be scheduled in May.
  - DISCUSSION:
  - Lyle is looking to put together a new Challenge process; need specific criteria; maybe this could occur in April; might be good to send criteria to all new members we may only have 4 to 6 spots, but we may wish to send the notice to all novices and then figure out criteria, costs, etc.; criteria to participate will include playing a certain # of games in PBB and to have achieved a certain rating. In order to move up they need to achieve a certain win/loss record against other 3.0 players and lose only by a certain number of points in order to move up.

**F. Youth Program:** (Harvey)

REPORT:

**Juniors Report** - Gym time from SD68 - Little disappointed with the results of the Gym Rental. Also no response to a few inquiries with Community Schools SD68. One request for LESSONS for 3 home schooling students in one family. I referred them to Lee as a proposal to Community Schools for a joint learning opportunity with some of their students got no response.

Still on line for instructing a full staff of about 20 at Rutherford School for April. I will be checking out their facilities and gathering some helper/instructors. They are donating an all expense trip for 4 to the sunny beaches of Hammond Bay so looks promising.

**Paddles for donation** - a mail message to go out to members soon - Last one of this fall/winter season. One high school yet to satisfy for a set of paddles. About 10 paddles still needed to replace wooden ones.

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

John will send out reminders to people about upcoming special sessions; new members have been already been notified and reminded; as sessions are set up, play format will be clarified.

**H. New Member Liaison:** John E, Ruth D; nothing to report.

**I. Training Director:** Caron U., John E.; nothing to report.

**J. Facebook:** (Wayne)

Relatively little has occurred in the 6 weeks Wayne has been away, but he is now back in the saddle.

**K. Apparell:** (Harvey)

- REPORT:
- I have gained some experience with these 2 orders. I felt they went really well. I tried to get all the expenses covered but as you can see by Lyles numbers it bounced around a bit but turned out okay.
- Sally agreed to help me with the T-shirt delivery and in the future so I think in the fall I will be ready to do it again. Thanks to Sally. Maybe in the fall and then again a little later in the spring for summer wear for 2025. Thanks everyone for your help.
- DISCUSSION:
- This fall we will have a call for new apparel.
- It was agreed that we order some items to have on hand to sell at our upcoming tournament in June.

**Action Item: Sally will talk to Harvey and come up with a list of items to have on hand**

- It might be helpful to include some shirts for volunteers to have on hand for the tourney with our logo on front, "Volunteer" on the back.

**L. Grants/Funding Proposals:** (Kim):

- REPORT:
- Links to prospective funding opportunities (Provincial and Municipal) received from Lyle. Out of country trip put a hold on pursuing these until early April.
- DISCUSSION:
- Lyle noted that we could talk to the City about a grant for an AED for the golf clubhouse but there is a limited window in April in which to make this application.

**Action Item: Kim will look into making this application and Wayne will bring up this item at the next meeting with the City on Apr. 5**

## 6) OLD BUSINESS:

- New NPC Exec members to write brief bios and pics to Wayne for posting on NPC website (Done by Kim; Sally's is currently under construction)
- DISCUSSION:
- A heads up was given that scams sometimes result from these postings; this has happened already and money was provided but payment of funds was luckily halted in time.
- One type of scam is a request for lessons for a person's children; one such request was sent to Lee who determined that they indicated they lived in Calgary and the scam nature of this ask was quickly determined.

- Executive Housekeeping (Deb):
  - Harvey has been added to the club email
  - No change to the password occurred
- Brackets signup (Ruth D.)
  - Follow-up with Sue about this item that was discussed at the last Exec. Meeting has occurred.
- Protective Eyewear (Harvey): Subcommittee meeting occurred Tuesday Feb 13.

## 7) NEW BUSINESS:

- Protective Eyewear: (Deb)
  - REPORT:
  - - All glasses and containers with cleaner delivered
  - - Gary has extra glasses and replacement cleaner
  - – Discussion: how was the first week of presentation of policy? - any comments received or feeling for membership acceptance?
  - DISCUSSION:
  - In general, there have been mainly positive comments about the new policy.
  - The invitation of loaners is generally being provided by coordinators, but uptake doesn't always occur. There has been some direct contact and explanation of the necessity of wearing safety glasses with some players that are still not wearing eye protection; coordinators need to maybe be somewhat more persuasive about the need to wear safety glasses.
  - Harvey: recently witnessed two incidents where players were struck in the eye area; they both resulted in much less serious consequences than likely would have occurred if they weren't wearing protection.
  - We received an email from a Court Coordinator suggesting that a civil liberty issue is being broached by requiring the use of safety glasses.
  - Gary will monitor the situation but does not feel that any specific coordinator is currently against the policy.
  - It was noted that many other sports have requirements for safety gear, and people do have the choice to not play if they do not agree with the policy, so it is not felt that any civil liberties are being infringed with our policy.
  - Coordinators could be reminded that the Exec. are doing the "enforcing", and it is not required that coordinators confront non-compliant players; perhaps a follow-up discussion is required with coordinators to confirm they are specifying our club policy at the beginning of each session.

Action Item: Add a line on our membership application form about our policy related to mandatory use of Protective Eyewear.

- Tournaments: (Deb)
  - Caron: will meet shortly with Lyle re: PADS (Pacific Assistance Dog Society), upcoming tournament, etc.
  - A fundraiser for PADS will occur on Apr. 20. This will be a Fun Day at Oliver Woods; people will sign up for times; donations can be made in the lounge; PADS will bring dogs in.
  - Harvey noted that Cindy P. may be available to help with this.
- Vacations (Deb)

- If Exec. Members are going to be away, please ask someone to take over your duties.
  - Caron will be away for a while but does not have any pressing duties to pass along.
  - Kim will be on the road from Mar. 31 to April 6 so cannot act as Secretary or attend the next Exec. Meeting on April 4; Wayne offered to put together an agenda for that meeting as well as take minutes.
  - From Mar. 11 until mid-April Deb will not be able to do emails, etc.; Harvey will be taking over the reins during this period.

**8) ADJOURNMENT/NEXT MEETING:**

Meeting adjourned at 8:07 pm

Next meeting to occur Thurs., Apr. 4, 7:00 pm start.