

## NPB Exec Meeting Minutes – Tuesday November 8<sup>th</sup>, 2022

### **Purpose of the Meeting:** Monthly Exec meeting

The meeting was called to Order: Tuesday November 8<sup>th</sup>, 2022, at 7:03 PM. The meeting was a virtual meeting using an application called Zoom.

**Present:** Deb M, Lyle E, Gary R, John E, Harvey H, Susan M, Wayne O

**Regrets:** Caron U, Anne E, Cecil BW

**1) DEB M** CHAIRED THE MEETING – WE RECONFIRMED THAT WE HAD A QUORUM SO THE MEETING PROCEEDED

### **2) MINUTES OF PREVIOUS MEETING:**

Moved by Gary R and seconded by Lyle E by that the minutes of the October 11, 2022 meeting be adopted as circulated. Motion Passed.

### **2) CORRESPONDENCE: SUSAN M**

**Action Item:** Unsubscribe from Pickleball Connect emails.

- i. Assigned to: Susan
- ii. Delivery Date: December 2022

### **3) TREASURERS REPORT: LYLE**

#### Financials

#### **Results for the Month of October 2022**

- Revenue of \$2,116.81 is made up of play session revenue of \$1,960.75 and membership fees of \$142.50
- Expenses in the month were \$1,768.11
  - The OW gym rental was \$1,925.63 and tournament expenses included a refund of \$250 from OW damage deposit for Mexican Madness
  - Fees \$92.48 in the month were for CourtReserve, PBB and Banking Fees \$3.75
- Net Profit for the month was \$348.0 which is related to the new memberships and damage deposit refund.

#### **Results for the 6 months ended October 31, 2022**

- Revenue of \$26,767.01 included \$14,315.77 in tournament fees, \$11,054.81 for play sessions and membership fees of \$1,217.50
- Expenses for the period were \$25,430.61 which is mainly for Tournament expenses of \$13,546.41, OW gym rentals of \$10,631.63. Balls and supplies amounted to \$615

and was \$315 for balls and \$300 for retiring director gift cards. Costs for our CourtReserve, PBB and Banking Fees were \$564.94.

- Net Profit for the 6-month period was \$1,336.40
- Tournament Status:
- Charity Tournament – Total revenue of \$6,432.04, expenses \$32.04 and donation to UkraineAid \$6,400 Profit =\$0
- Indoor Tournament – Total Revenue \$4,332.79, Expenses \$4,724.89, Net Loss (\$392.10).
- Mexican Madness – Total Revenue \$2,522.06, Expenses \$1,360.60, Profit \$1,161.46.
- 90 Minute Outdoor Tournament (Beaufort Park) – Total Revenue \$1,000.35, Expenses \$1,000.35, Profit \$0
- Cash in the bank is \$22,088.54 and cash in Stripe was \$1,480.25 for total cash of \$23,568.79

Moved by John E and seconded by Harvey H that the financial report as presented by Lyle E. be adopted as presented. Motion Passed.

*Membership Fees for 2023*

- A notice will need to go out to all members prior to December 1 to remind them of the 2023 membership renewal.

*Membership*

- Members in good standing increased by 11 in October. See the breakdown for memberships below:

<b>Membership:</b>	
<b>Members in Good Standing</b>	<b>227</b>
Members Suspended - not current PCO/PBBC Members	1
Subtotal	228
Members Suspended - Membership fees not paid in full	0
Total	228
Active Guest Memberships	1

Moving forward, Lyle will send the full financial reports to all members of the executive at the same time that he sends it to the secretary as not all of the financial information is included in the minutes (only the financial report is included).

**Action Item:** Notice to members regarding 2023 membership renewal will be included in the update that Deb will send out to members prior to December.

- i) Assigned to Deb M, Lyle E
- ii) Delivery Date: Prior to December 1

*CourtReserve*

- Nothing to report .

*PCO Memberships*

**4). SUBCOMMITTEE REPORTS:**

*A. Court Director: Gary R*

- Gary is working on orienting the new coordinators following which he will send out a list to the executive
- **Action Item:** Gary will request from OW the following new time slots being 8-10:15 AM Fridays and 11:30 to 1:30 Saturdays. Contracts will be sent to Lyle for signing.
- i. Assigned to: Gary R
- ii. ii. Delivery Date: November 14

John E will continue to look for one off dates to schedule through Gary for the membership. Any coordinators needed should also be booked though Gary at this time...

- **Action Item:** Contact schools to see if courts gyms can be booked and which schools are available.
- i. Assigned to: Gary
- ii. Delivery Date: December 2022
  
- **Action Item:** Ensure that new court dates (and coordinators) are recorded in CourtReserve and court dates and times are posted on the CourtReserve Home Page
- i. Assigned to: Gary
- ii. Delivery Date: December 2022
  
- **Action Item:** Ensure that new court times are noted in the NPC newsletter
- i. Assigned to: Deb
- ii. Delivery Date: December 2022
  
- Decision was made to not sell our portable nets.

*B. City Liaison: Wayne O., Lyle E., Dave E.*

**Action Item:** Check with City in Fall - New Council - Development of Sports Hub  
i, Assigned to: Wayne O/John D

ii. Delivery Date: January 2023 – Have reached out to the relevant person at the city and we await response.

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

There has been some activity here as some members have moved up and others are getting closer to being moved up.

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

**Action Item:** Managers to meet for next session on software - learning and organization of responsibilities.

i. Assigned to: Lyle Evans/Wayne/Gary/Harvey.

The transition to Wayne is in progress with two training sessions already completed. Target for training to be completed is end of 2022.

*E. Youth Program: Harvey H., Deb M.*

Had a very productive day at Barsby, Caron Deb & Harvey participated. Class was 10–12-year-old participants and it was well received. Have reached out to PE person at Aspen Grove to coordinate a session.

Sunday Oliver Woods Pickleball League-Harvey-

*F. Play Session Director: John E., Gary R., Caron U., Cecil BW/Deb.*

League play (Sundays) is functioning well and is fully subscribed. There is good interest in joining future leagues.

*G. New Member Liaison: Cecil BW.*

John E is looking after this portfolio while Cecil is away, and he reports good outreach to new members.

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

Executive suggested that we should do an Introduction to Pickleball in December at one of our new Tuesday sessions. 1-2 courts could be allocated to this depending on demand. Also depending on the demand of the novice membership - purpose of the Tuesday sessions was to give our novice players more time on the court. The decision to do an orientation session will be decided once we have seen the demand by novices on the first session - (Nov. 22) for this time slot.

- **Action Item:** Set up an intro to pickleball at one of the new Tuesday sessions
- i. Assigned to: Caron
- ii. Delivery Date: December 2022

## 5) ) OLD BUSINESS

**Action Item:** Revise bylaws to include new mission statement. Deb to send mission statement to Lyle who will revise the bylaws. Revised bylaws to be sent out to members at least 30 days prior to AGM for approval at AGM

- i. Assigned to: Deb M and Lyle E
- ii. Delivery Date: November 2022

**2023 Tournament** - Lyle emailed Oliver Woods's scheduler to request our tournament dates of July 15/16 so we can schedule them with the PB BC calendar. We are awaiting confirmation from Oliver Woods.

2. 90-minute tournament is booked for Dec 20<sup>th</sup>. Both gyms have been booked. Registration opens Dec 5<sup>th</sup>. Exec support will be needed for setup, running the tournament and then for taking down the nets. A social will follow and proceeds will go to the food bank.

3. Murray S requested if the Club would pay for a leaf blower for maintenance of the Beaufort courts. Approved by the Executive. Deb will coordinate with Murray S for the procurement of a leaf blower to be kept at Beaufort. Price limit will be \$300 and Murray S will be responsible for the blower and ensure that it is kept charged.

New Items:

Orientation sessions at Oliver Wood's

Lee MacDonald has been contacted by OW - and there have been sessions given to Lee for the upcoming year for an orientation

RDN Area A Recreation Program Coordinator - Harvey, Lyle and Deb, met with Jesse from Area A to discuss her new rather new recreation program

in Area A - (Yellow point, Cedar and surrounding area). There are two venues - Cedar Community Hall (1 court) and the Cranberry Fire Hall (2 courts).

Jesse is looking to get pickleball up and running in this area and was looking for volunteer support with giving introductory/orientation sessions.

Volunteers will need to have a criminal record check and the sessions will be approx. a full 2 hours with 12 people.

Our club would give the sessions with the idea that these players may eventually join the club for more advanced play.

One option is to suggest to Jesse that the new players in RDN Area A be encouraged to take the Introduction to Pickleball sessions being offered at OW possibly in November. Failing that, the Club would find volunteers to run the Introduction to Pickleball in the RDN Area A.

## **7) ADJOURNMENT:**

As there was no further business the meeting adjourned at 8:36 PM. The next meeting will be Tuesday, December 13<sup>th</sup> at 7 PM.