

NPB Exec Meeting Minutes – Tuesday March 14th, 2023

Purpose of the Meeting: Monthly Exec meeting

The meeting was called to Order: Tuesday March 14th, 2023, at 5:34 PM.

Present: Deb M, Lyle E, Harvey H, Caron U, Gary R, Wayne O, Murray S, Ruth D, Monte N (via Zoom)

Regrets: John E

1) DEB M chaired the meeting – We reconfirmed that we had a quorum so the meeting proceeded. Deb M welcomed the NPC exec in attendance and thanked them for joining the IN-PERSON meeting.

2) MINUTES OF PREVIOUS MEETING:

Moved by Harvey H and seconded by Murray S by that the minutes of the January 10, 2023, meeting be adopted as circulated. Motion Passed.

3) CORRESPONDENCE:

Deb M mentioned that, an email had been received indicating that there had been some conflict on court use times at Beaufort. She had replied that the NPC does not coordinate those courts and that the complainant and any of the NPC exec with similar complaints should contact the City of Nanaimo and request improved signage.

4) DEB SPOKE ON THE FOLLOWING ITEMS:

Meeting Format - to discuss format with executive - rational....

- meetings are one hour or less
- Wayne O will send out a request for agenda items and directors reports for that month one week in advance
- reports are expected back in within two/three days so Wayne O can resend completed agenda back to exec.- to be read prior to meeting.
- (keep reports to basics) - exec. gets to read prior to meeting and to formulate questions - no surprises.
- if you do not send in a report - you have nothing to report - PASS.
- New items will be asked for at beginning of meeting for agenda - please speak up then.

5) TREASURERS REPORT: LYLE

Results for the Month of February 2023

- The only activity in February was the banking fees and bank interest as I was on vacation in the month.

Results for the 2 months ended February 28, 2023

- Revenue of \$4,201.07 included \$3,568.60 for play sessions, membership fees of \$583.50, and other income of \$48.97. The revenue is only from January as no cash transfers from Stripe were done in February as I was on vacation.
- Expenses for the period were \$7,767.20 which was mainly for OW gym rentals of \$6,827.28, tournament expenses of \$293.66 and balls and supplies were \$638.76 (Director retirement gifts \$200, balls \$385, supplies \$53.76). The gym rentals were for the months of January and February.
- Net Loss for the 2-month period was \$3,566.13 as not revenue was booked in February, but the February gym rentals were paid for in January.
 - Tournament Status:
 - 90 Minute Indoor Tournament (Oliver Woods) – Total Revenue \$0.00, Expenses \$293.66, Net Loss \$293.66 (Tournament was rescheduled to Jan 2023 from December 2022, revenue and some costs were incurred in 2022). Overall, the tournament had a Net Profit of \$66.25)
- Cash in the bank is \$20,050.19 and cash in Stripe was \$5901.17 for total cash of \$25,951.36.

Membership

- Total Members increased by 24 since December 31, 2022. Of the 5 members currently suspended, 3 are due to not having a current membership with PCO and 2 are due to having no pickleball experience. See the breakdown for memberships below:

Membership:	
Members in Good Standing	231
Members Suspended - not current PCO/PBBC Members	5
Subtotal	236
Members Suspended - Membership fees not paid in full	0
Total	236
Active Guest Memberships	0

CourtReserve

- CR announced that coming soon are two new features – 1) Organized Play and 2) Leagues. I don't have the specific details at this time, but the leagues might be of interest to us as a possible alternative to Pickleball Brackets. My understanding is

that it will also calculate a rating for players. More to come when I receive the information from CR.

PCO Memberships

- In 2021, Pickleball Canada implemented a policy of asking the larger affiliated clubs and provincial/territorial organizations to contribute a small amount annually to set aside to fund future development costs related to the Membership system. These amounts are held in a special fund for future use.

The fees were waived for 2021. The amounts owing for 2022 forward are invoiced on January 1 of each year based upon the provincial and club member totals in the National System for the previous year. The amount invoiced the Club was \$100.00.

Moved by Caron U and seconded by Deb M that the financial report as presented by Lyle E adopted as presented. Motion Passed.

6). SUBCOMMITTEE REPORTS:

A. Court Director: Gary R

Spring & Summer Sessions, April 1 - August 31,

- Saturday, 3-5, two gyms;
- Sunday, 2-430, Gym 2;
- Monday, 11-1, Gym 1;
- Wednesday, 1215-215, Gym 1;
- Thursday, 1230-3, Gym 2;

- will ask if current Coordinators wish to continue to coordinate these sessions;
- have requested Space Availability for Tuesdays and Fridays to look at possibility of am and/or evening sessions;

Current Sessions

- changed 3.5+ courts to 3.0+ courts;
- cancelled 4.0+ courts; added space to 3.0+ courts in those sessions;
- cancelled Thursday 1-330 this week due to low registrations;
- will cancel remaining Thursday 1-330 sessions if registration this week for March 24 does not create a viable session; we knew this might happen;
- managing Practise & Play according to registrations; well supported by Novice members; early results suggest the 3.0+ members are taking up this new opportunity to play;
- suggestion to manage Sunday Advanced play and support Thursday PB session

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

Dave Eaton, Lyle Evans and Wayne Overton met with Richard Harding and Charlotte Davis of the City Of Nanaimo on January 20th at 11AM.

The meeting notes are as follows:

Meeting Notes:

We thanked Richard and Charlotte for their time and indicated that this was a follow up meeting from our June 2022 meeting wherein we had agreed to move forward after the upcoming municipal elections were completed.

We discussed our interest in getting an opportunity to speak with council about the growth of pickleball in Nanaimo and the need for additional facilities. Our perspective is that at present, pickleball in Nanaimo does not have the ability to put on national and provincial tournaments as we do not have a large enough facility.

Items discussed were as follows:

- The floors at Harewood will be resurfaced with a proper (rubberized) sports court and with lines. They would consider lines for Pickleball if the facility was utilized by the Club.
There might be an opportunity down the road to install walls which would improve the environment immensely. Richard discussed the possibility of reducing the rates for the use of this facility and should be around \$20/hr (we paid \$34/hr rental in February) and blocking times off so that pickleball players could have dedicated access to that facility.
- Expansion of pickleball at Beban Park was discussed. Ideally, a large sports facility would be built there, one that would house tennis, badminton, pickleball, and table tennis. In the meantime, we asked if we could initiate a plan where, over time, the tennis courts would be moved elsewhere (to a larger tennis facility) and the Beban area could be converted to up to 12 pickleball courts. At present, parking at Beban along the roadway near the courts has been restricted. Richard and Charlotte were not aware of this and agreed to look into the reasons. Richard and Charlotte agreed to look at posting signage and monitoring the response as a start of the process to convert another tennis court at Beban to pickleball courts.
- The city is looking to propose a south end community centre and the Pickleball Club would do well to ensure that members support the referendum.
- It was observed that noise from pickleball is one of the sports major obstacles. Dave indicated that all pickleball entities are aware of this and there are many ongoing efforts to address the noise issue. We agreed that a long-term solution was needed but, in the meantime, court location was the best way to avoid noise complaints.
- Lyle noted that a couple of “reach outs” to city staff had not led to any response. One was for seniors pickleball, and another was for the Nanaimo Pickleball Club to put on introduction to pickleball classes for new players. Richard said that we should reach out to Damon Johnson and Tammy Toor to get a response.

- Several years ago, there was a suggestion of posting signage and monitoring response for a possible conversion at May Bennett Park. This did not happen. Richard will re-visit this opportunity.
 - Other possibilities to consider would be to re-surface the courts at Hammond Bay School
 - Could the court at Groveland Park be set up to facilitate one pickleball court? Charlotte agreed to look at this.
 - The outdoor lacrosse box by the Curling Rink (which is underutilized) could possibly be converted to include pickleball courts if it would be utilized by the Club
- We noted and expressed our thanks that from our last meeting, folks at the city had assisted us with:
- Pre-booking tournament times at Oliver Woods
 - Financially supported Pickleball BC in noise studies.

Richard indicated that most sport leadership was looking for more facilities and demand is growing. He suggested that we look at all options and then send a list of what we think are the opportunities to him.

Finally, he suggested that we schedule a follow up meeting for the May/June timeline.

Lyle E noted that the City reps had asked for a “want” list from NPC and that we should discuss and prepare one before the next meeting.

Action Item: Agenda item for next meeting is to prepare a “want” list to take back to the City.

Send copy of Dave’s notes to the Executive team for comment.

- Assigned to: Wayne O
- Delivery Date: Prior to next NPC Exec Meeting

Action Item: Continue to follow up with Nanaimo Sports Council

- Assigned to: Wayne O
- Delivery Date: Prior to next NPC Exec Meeting

Made contact with the local leader (Myles Parsons) and he has indicated that a meeting will be set up by the lead team in the last half of January and we will be invited to participate. I did not hear from Myles in January, nor did I hear from him while was away in February. I reached out again on March 7th, and I have not heard from him. Have found another contact and have reached out.

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

Two members have been recently upgraded on Brackets.

Action Item: Lyle E will arrange a meeting at the beginning of April with the Executive group to discuss ratings and what changes we may want to make going forward.

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

No Update

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

No update

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

No update

G. New Member Liaison:

No update

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

No update

7) OLD BUSINESS

1) Meeting Date to be set for tournament committee asap

Deb M, Lyle E, Caron U, Gary R and Nancy – Meeting time and place will be March 30 or 31 and will be called by Caron U

8) NEW BUSINESS ITEMS:

a. Portfolio Assignments. Review of Positions and possible sharing of duties.

Court Director – Gary Robbins (bookings) and Lyle Evans (contract management)

Play Session Coordinator – Gary Robbins

City Liaisons – Lyle Evans, Wayne Overton, Dave Eaton and adding Caron U

Youth Program Leaders – Harvey Hall, Deb Marshall, Caron Usher

*New Member Coordinator – John E and adding Murray S

*Correspondence Director – adding Monte N

Software Managers – Lyle Evans, Gary Robbins and Wayne Overton, adding Ruth for Brackets

Training Director – Caron Usher, John Emmons

Tournament Directors - Caron and LeeAnne Mitchell

Facebook Page/PR - need person to keep FB page up to date, possibly work on keeping membership up to date on tournies, club pictures,
regular public relations information

b. Executive all set up in mail system - need to delete a few names and add others...

- Delete Susan, Cecil and Anna

- John E to be able to get into club mail

Action: Change password for club email and provide new password to Lyle, Deb, Monte, Murray & John

c. Request for Ball Boxes for training – this was deferred to a later meeting

d. Review: Retiring Director appreciation.

• "A standard is required in order to avoid any apparent conflict of Interest. • Retiring executive serving one year will receive a \$50.00 gift certificate. A retiring executive of more than 1 year (2 full or more years) will receive a gift certificate in the amount of \$100.00"

Moved by Lyle E and seconded by Wayne O that retiring NPC exec members be given gift certificates in amounts of \$50/full year of service up to a max of \$200. Motion passed.

e. Walter Knecht from PBC has offered a meeting to all 80 clubs every second Tuesday of month via zoom to discuss topics of interest around the strategic plan shared last year and the information found by a survey made through viaSport - issues concerning pickleball. Conflicts with our meeting?

In order for the NPC to participate in PBBC meeting, it was agreed that the NPC would move their meeting to the 2nd Wednesday of each month.

Motion: Moved by Deb M and seconded by Wayne O that NPC exec meetings be moved to the second Wednesday of every month at 7 PM. Motion passed.

f. Note from Dave Eaton:

Looking for a volunteer to take over the Facebook page maintenance.

I "share to a page" when I see a post of interest to our club, sometimes humour, sometimes instructional, a variety of topics. Try to do one a week to keep the interest up, but not overwhelmed.

I reply to messages to the club through Facebook, although sometimes I don't have the relevant info, so it's not as efficient as it could be.

I don't have great Facebook skills to do much more than that.

Action: All exec – to recommend names to take over Facebook page maintenance

When: By next meeting.

g. Photos/Bios

Action: New NPC Exec members – to write brief bios and pics to Wayne for posting on NPC website

When: Within next 14 days.

9) ADJOURNMENT:

As there was no further business the meeting adjourned at 7:54 PM. The next meeting will be Wednesday, April 12th at 7 PM via Zoom.