

NPC Exec Meeting Minutes – Thurs. July 4/24

FINAL DRAFT – July 27/24

Purpose of the Meeting: Monthly Exec meeting

ATTENDEES: Deb (Chair), Harvey, Monte, Caron, Sally, Gary, Kim (scribe); John joined the 2nd half of the meeting (apologies from Kim who was supposed to host this meeting, but it didn't work out, hence the late start). **REGRETS:** Lyle, Wayne and Ruth.

1) **CALL TO ORDER:** 7:19 with President Deb in the Chair

2) **AMENDMENTS TO AGENDA FOR THIS MEETING:** None

3) **REVIEW/ADOPT MINUTES OF PREVIOUS MEETING:**

M/S Accepted as presented – Caron/Sally; Carried

4) **CORRESPONDENCE:** (Monte)

- Inquiries and correspondence in June/24 consisted of several inquiries regarding our tournament in July and an inquiry from the Times Colonist asking our club to comment on the new courts being built in Beban Park. There was a letter from a concerned member and there was one new member inquiry. There was no guest membership inquiries but there were two inquiries about where to play in Nanaimo if someone was here for a week or less.

5) **TREASURER'S REPORT:** (Wayne)

Results for the Month ending June 2024

- Revenue of \$14,103.28 included:
 - Play Sessions: \$4,233.77
 - Training Revenue: \$0.00
 - Tournament Revenue: \$9,640.18
 - Membership fees of \$225.00,
 - Other Income - Bank interest of \$4.33,
- Expenses of \$ 3,768.06 recorded in the month included:
 - Gym Rental: \$3,216.70
 - Pickleballs and supplies: Criminal Background Check \$65.48
 - Bank/Website/ Software costs: \$162.80, CR \$79.64, PBB \$15.60, Zoom 24.06, Bank Fees \$8.50.
 - Major Purchases were \$323.08, Pickleballs for rent
- The Net Profit for the period was \$10,335.22

Results for the 6 Months ending June 30, 2024

- Revenue of \$42,117.63 included:
 - Play Sessions: \$24,042.02

- Membership fees of \$2,667.50,
- Other \$1,620.01, Bank interest of \$243.01, PBBC School Grant \$1,000.00, Paddles cost reimbursement \$357, PB Machine Rental \$20.00
- Merchandise sales were \$1,036.38.
- Training Revenue of \$1,374.04
- Tournament Revenue (PADS) & NPC \$11,377.68
- Expenses recorded for the period included:
 - Gym Rental: \$21,753.14
 - Training Costs \$1,260.31
 - Pickleballs and supplies include, \$1,910.80, Safety Glasses \$242, Balls \$770, Nets \$636, Criminal Background Checks \$100.48
 - Bank/Website/ Software Costs Include, CR \$458, PBB \$396, Society Filings \$80, Bank Fees \$40, NameCheap \$43
 - Merchandise for resale costs were \$1,224.73
 - Major Purchases were \$1,872.94, Pickleball Paddles \$1,073.86, Volunteer T-Shirts \$476, Balls for Rental, \$323.08
 - Tournaments (PADS) \$700.22
- The Net Profit for the period was \$12,343.15
- Cash in the bank is \$39,909.56 and cash in Stripe was \$653.33 for total cash of \$40,562.89.

M/S Accepted as presented – Caron/Kim: Carried

6) SUBCOMMITTEE REPORTS:

A. Membership: (Wayne)

Total Members in good standing at the end of June were 347. In June, 9 new members joined our club. We currently have 1 active guest membership. Currently 2 members continue to be restricted.

Membership:

Members in Good Standing	345
Members Suspended - not current PCO/PBBC	1
Subtotal	346
Members Suspended - Membership fees not paid in full	1
Total	347
Active Guest Memberships	1

Notes: 9 new guests in the month and there is 1 active guest membership.

B. Software Managers & Rating Report: (Software Managers: Charles K, Lyle E, Harvey H, Gary R, Wayne O, Ruth D)

Action Item: Charles to be asked to sit in on Exec. Meetings as an invited member.

CourtReserve (Lyle)

- Charles is now handling 99% of CR and doing an excellent job.
- FROM THE MAY '24 EXEC. MEETING: A number of new members have been with the Club for over a month and have never signed up for a session. Most have been contacted but we will need to hear from John to confirm responses from those he was to contact.

Action Item from previous meeting: John to contact the remaining members on his list and report back.

STATUS: The folks John talked to said they played outdoors or just got too busy to sign up for indoor sessions.

Options for new pricing plan of CourtReserve:

UPDATE: Subsequent to the June Exec. Meeting, Lyle provided the following info:

- *When I talked to CR this morning, they said our current pricing is valid throughout 2024 but didn't know when in 2025 we would have to go the new pricing plans.*
- *Gary asked is there any new features that we get that we currently don't have. I have done a short summary below of some of the current functionality that we don't have that we may or may not use:*
 - **Texting** – *we would need to configure this in such a way that members or coordinators don't get inundated with texts.*
 - **Player Match Maker** – *This is maybe something we could use to setup play for specific sessions, similar to book your own court but the player doesn't have to ask players, we could restrict it to 4.0 etc. Player matchmaker adds the functionality for members/players to create open matches or reservations with additional availability. Other members/players can sign up for open matches that fit any criteria that system users enable. System Users have the ability to set the parameters around which open matches can be created. Player Matchmaker is most often used when one player wants to reserve a court and allow other players to join them for social play.*
 - **Program and Clinic Management** – *don't have any info on this.*
 - **Electronic Waivers and Agreements** - *Clubs can require members/players to sign waivers and/or membership agreements. This premium add-on feature is different from the Disclosures tool that comes standard with every CourtReserve account. Disclosures, for instance, use a checkbox to indicate agreement instead of a digital signature.*

- **Action Item from the last meeting re: CourtReserve Price Increase:** A committee should be formed to investigate the various options and bring a proposal(s) back to the Executive for consideration. This should be done no later than Sept. so it provides time to integrate into another system if that is the option.

- **STATUS:** FROM LYLE: A meeting of the committee (W. Overton, M. Niver, H. Hall, L. Evans, C. Ku) was held in June and we discussed some of the options. The committee was broken into two groups to investigate fee increases to cover the CR price increase or replace the software with another lower cost option. Members reviewing the fee increase options are Wayne, Monte and Lyle and members reviewing the software replacement option are Harvey, Lyle and Charles. Due to the summer and members being busy or away it was agreed the committee to meet again in mid-September with recommendations for the committee of the whole to review.

At this meeting, the committee will review all options considered and prepare a recommendation for the Board meeting in October.

- **Action Item:** The committee will review all options considered and prepare a recommendation in mid-Sept. for the Board meeting in October.

C. Court Director: (Gary R)

- SD68 successful season ended mid-June; school keys returned to SD68;
 - I have three of the club portable nets; Caron has three;
 - OWCC Spring/Summer Users Meeting for June 10 cancelled due to unforeseen circumstances; indefinite hope to schedule another meeting at some point this summer;
 - OWCC Gym Request submitted June 14; response expected end of July to early August;
 - Registrations for Novice Recreational fallen off significantly;
 - Challenge finding Coordinator for Summer Thursday Evenings; maybe change this to allow 3.0 members to sign up as well;
 - Only one volunteer so far to monitor courts for Challenge-Up opportunity for 3.0 (Kim, with help from Deb on Aug. 18th); and
 - Continue to monitor session attendance on a weekly basis;
 - Drop-in (that is open to all) tends to not have a great uptake as folks don't know what levels will be showing up and are therefore hesitant to sign up.
 - Sunday afternoon session also needs a coordinator.
 - Cancellation notice needs to be given to OW 4 days in advance of the event in order for us not to be charged for gym rental (perhaps we can send out an open invitation if we need to cancel less than 4 days since we are already paying for the time?).
 - Providing tournament practice time for poorly attended sessions might be an option? 3.0+ brackets?
- **Action Item:** Deb to send Gary some different play options and ideas on how we might designate more coordinators or other options for Thurs. & Sun.

STATUS: The following was provided by Deb on July 5/24:

"I think I was to make a few suggestions for ideas around different sessions that we could possibly offer on Thursday evening or Sunday afternoon. I know that Gary is having trouble getting coordinators to host these sessions so perhaps we may need to invite a few others to take this role during the summer - it appears that many of our members are experiencing the joy of vacations. Here are a few thoughts - I am sending it to everyone to please add onto the thread with your thoughts and comments.

- Rent a Court - gather 4 or 5 friends and have some fun together - we should really focus on the evening and cool facility during the evening
- Partner practice for tournies - this has been popular - maybe we can get a few more weeks out of it
- Drill session - take the balls and machine and open the gym up to drilling
- Drop-In - I know it is a wide variety of skills but it seems to work for Parks
- Only open it to 16 players and play King/Queens court - nobody sits
- Mini Dinking tournie - first half of play and then open play

I know we don't have coordinators but maybe this will excite those that are still in Nanaimo to come out... I also think we need to ask specific people personally if they would take the session; a blanket email allows people to ignore the request; a personal ask can be a lot more direct and enticing. Just my two cents worth."

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

- *FROM WAYNE:* We had another meeting with the city on June 12th. We worked with the city engineer to finalize the drawings for the new courts at Beban. The design has now been submitted for drafting and costing and once that information is available, we will get another update. Overall, we are pleased with how our recommendations were adopted. We will keep the updates coming as we get them.

E. Club Ratings: (Lyle)

- Two novice challenge sessions have been held to date and have gone over well. A template has been developed for these challenges as well as a template for 3.0's to challenge-up to the 3.5 level. I am looking for an Executive member to take over this process and schedule another challenge-up for the novices after the July tournament and also to schedule a 3.0 to 3.5 challenge. I can provide the templates and guidance if someone is willing to take this on or if we have one Executive responsible every month. The challenge-up requires a 2.5 hour session (ideally if we could get a 3 hour time slot would be perfect). The Sunday sessions after the July tournament would be an ideal time to continue with the challenges. If someone on the Executive wishes to volunteer for July and another Executive member for August, then I would be glad to assist in the training.
- The next meeting of the Ratings Committee will be held sometime in September:

F. Youth Program: (Harvey)

- The summer programming along with SD68 is scheduled to begin with the first of 5 sessions at Quarterway Elementary School July 9. Other schools will be used for each of the other sessions. These sessions will run Tuesday, Wednesday and Thursdays.
- Jody Melson has been our contact person for SD 68 Community Schools has moved on to a new job and Misty is taking her place with the district.

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

H. New Member Liaison: (John E, Ruth D)

I. Training Director: (Caron U., John E.)

J. Facebook: (Wayne)

- The only activity has been visitors (2) to Nanaimo requesting info. on where to get some pickup games. I have referred them to Beaufort and they have come back saying that they were welcomed there and had good fun.

K. Apparell: (Harvey)

L. Grants/Funding Proposals: (Kim):

a. City Funding (for AED at Beban):

STATUS:

- Response received from Ana Francisco: “Thank you for the application. We will review it and follow up with you should we have any questions. We hope to have the request to the Finance and Audit Committee in June and will follow up with you once the recommendation goes to Council.”

b. Provincial Funding (for 6 nets, 24 paddles, and 50 balls):

STATUS:

- Results of this funding application are not expected until September 2024.

c. Pickleball BC Grant application: (Harvey)

STATUS: Application completed and funding approved!!

M. Tournaments: (Caron):

- ***Mexican Madness*** (Aug. 10th.)
Registration begins Aug. 1 at 6 pm
- ***Nanaimo tournament*** (July 13-14)
CARON: Meeting held July 4 to see where we are; some shuffling of teams occurred; need some more members to step forward and commit to being there to help as needed. Need someone to pick up subs; Harvey may be able to take this on – he will talk further to Caron.

FROM DEB:

- Medals are ordered with new logo - ready to pick up one week in advance of tournie
 - Sandwiches ordered and need to be picked up Saturday at 10 and Sunday at 10 - looking for a volunteer to take this on.
 - Referees - person from Comox; payment?
 - First Aid - we have 2 or 3 people in club; Sally to confirm whether we are covered.
 - Photographer; If anyone knows of anyone...?
 - Hearing Impaired Players – None registered
- ***90-minute outdoor tournament*** (Aug. 16-17)
Registration begins Aug. 2.

7) OLD BUSINESS:

A. Safety and etiquette: (Deb)

B. Assign Club Liaison for 55+ Games if not already assigned (Gary)

Action Item from May Exec. Meeting: Wayne and Lyle speak to the City reps. about our involvement in the 55+ Games

STATUS: FROM WAYNE: We have not yet made contact with the City team; will endeavor to do that in July.

C. New Proposed Policy – Member Use of NPC Designated Junior Paddles (and possibly nets):
(Harvey)

Action Item from last meeting: A draft policy was sent out to Exec. members at the beginning of the June 6 meeting; please review and get your comments back by June 9th.

STATUS: Carried Forward to Aug. Exec. Meeting

D. Practice Balls (Deb) - Purchase of 50 outdoor practice balls for rental to members.

Action Item from last meeting: Deb to find a Club member to take on the process of distribution of rental equipment.

STATUS: FROM DEB:

- Balls have arrived, been marked and put into two buckets - one for rental of 50 balls.
- Patti and Terry Denomie have very graciously volunteered to distribute the balls from their house for members to pick up.
- Big thanks to Lyle and Wayne for supporting this effort with their technology wizardry.
- Rental information is on our website.

E. National Pickleball Day: (Deb)

STATUS: We will not be able to do anything for 2024, but next year could we should make sure we keep that day open so we can celebrate this event.

F. Novice Tournament (John)

Action Item from May Exec. Meeting: John E. to look at the one-off sessions for novices and let us know if one of those could be used to host a novice tournament.

STATUS: Carried forward to Aug. Exec. Meeting.

G. Shawnigan Lake Pickleball Club: (Deb)

- A group of 8 women from our club went down to Shawnigan to play MLP style play.
- Fun was had by all - Club players did a great job on the court and of representing our club.
- Possible re-challenge in the next 2-3 weeks; Shawnigan folks may come up to Oliver Woods for a rematch.
- A contact was given to Monte to get a group going between the men. Hopefully we can have more of these inter-club plays in the future. Six have currently expressed an interest.

8) NEW BUSINESS:

A. Ball trial offer: (Deb)

- HEAD/Penn Canada was offering a limited number of outdoor P40 balls for a PBC “Showcase Program” for our Clubs to try out their new tournament ball.
- These balls are provided in packets of 3 in a box of 72 and are free of charge (FOB shipped from Squamish) with the only mandatory requirement to fill out a brief online form to give feedback.
- I made the request and we were granted the balls - 3 X 24 balls arrived; they are ready for play in our next outdoor tournament.

- I would also suggest that they can be used as prizes for our indoor tournament.

B. Central Island Meeting of Presidents: (Deb)

- A meeting was called by the president of the Oceanside Pickle ball Club (OPC) for all presidents of the central island clubs to come together to discuss different matters within their club.
- Clubs represented were - OPC, POPS (Qualicum), Port Alberni and Nanaimo.
- Discussion items ranged from:
 - creating a Central Island Club;
 - numbers of players within the central area and how many players overlap within each club;
 - sessions being offered and lack of filling the sessions;
 - AED training;
 - Youth programs;
 - collection of dues and monies for play;
 - tournaments within all clubs and how to invite each other,
 - etc.
- It was decided that we would meet again before the start of the fall season to discuss how the summer went and further discussion on matters of relevance.

C. Hearing Impaired Group: (Deb)

- September court session time.
- A group exists in Nanaimo; they haven't joined the Club yet; if we do have some times in an Elementary School, perhaps a once per week session (Wed. maybe?) could be set up to get them involved. Deb has spoken with them at Beaufort and they seemed keen to get involved with the Club.

D. Club play concern: (Deb)

- The following was sent into the Club by a member:

"I witnessed what I believe is a problem that has to be dealt with. Part way through today's session a few people left. There was over ½ hr. to go. This presents two issues:

 - *people who were waitlisted and would have enjoyed playing the full session were unable to register, and*
 - *those of us who remained did not get to play with different people and in fact were lucky to get a game. – which was paid for.*

I think this issue is worthy of executive discussion and a possible action to prevent abuse like this in the future. Minimally a note should be sent to all members stressing the importance of making a commitment and following through for the reasons aforementioned."
- Deb has talked to some members that were at this session; 2 from a group of 20 left, so all courts were still full; the day was very hot and air conditioning was not working.
- This is likely not a common occurrence but there will always be instances where someone has another commitment; perhaps we should continue to monitor if this is a pervasive issue; maybe talk to coordinators to let players know that this affects other players; perhaps a generic letter about this issue; if we wait until it gets mentioned by coordinators at sessions, it may be too late.
- Email burnout may be an issue so a reminder at the beginning of sessions as well as a member-wide notice might be the best way to go.

E. Frequency of Exec. Meetings (Caron)

- Do we need meetings every month? This item will be carried forward to our next Exec. Meeting where a motion may be presented for an alternate schedule to monthly meetings.

9) GOOD OF THE ORDER:

- Be sure to read the PBC newsletter this month - Harvey (accomplished author) has written a piece to be showcased re: Youth Program in Nanaimo and the Club's donations of slightly used paddles. Great job, Harvey!!

10) ADJOURNMENT/NEXT MEETING:

Adjourned: 8:33 pm; apologies for the technical difficulties that made this meeting run long.
Next Exec. Meeting scheduled to occur Thurs., Aug. 1/24; 7:00 pm start.