

NPC Exec Meeting – Thurs. Jan. 9/25
Minutes (revised: Jan. 26/25)

Purpose of the Meeting: Monthly Exec meeting

ATTENDEES: Deb (chair), Harvey, Lyle, Wayne, Monte, Ruth, Caron, Kim (scribe), Charles, Sally, John

1) CALL TO ORDER: 7:03 pm; President Deb in the Chair

2) AMENDMENTS TO DRAFT AGENDA FOR THIS MEETING:

- Correspondence report added
- Date of AGM
- John added to the list of those exec. members leaving the executive.

3) REVIEW/ADOPT MINUTES OF PREVIOUS MEETING:

M/S Caron/Harvey - Accepted as presented: CARRIED

4) CORRESPONDENCE: (Monte)

- A synopsis of inquiries and correspondence in Dec/24 and early Jan/25 consisted of four inquiries regarding ratings questions and three emails from Pickleball BC & Pickleball Canada.
- There were twenty six membership inquiries and twenty two inquiries from people new to pickleball or people asking how to join our club.
- There were also six Stripe emails.

5) TREASURER'S REPORT: (Wayne)

Results for the Month ending December 2024

- **Revenue of \$6,779.30 included:**
- Play Sessions: \$2,856.74
- Membership fees of \$3,920.00
- Other Income - Bank interest of \$2.56

- **Expenses of \$ 4,046.35 recorded in the month included:**
- Gym Rental: \$2,282.04
- Tournaments Cost:
- Pickleball, Supplies, Miscellaneous: \$770.00 Balls, \$ 391.82 League, Volunteer and Christmas Gathering
- Bank/Website/ Software costs: CR\$181.49, PBB \$76.95, Zoom 24.06, Site 123 \$313.99, Bank Fees \$6.00.

Net Income (Loss) for the period was \$2,732.95

Results for the 12 Months ending December 31, 2024

- **Revenue of \$71,103.22 included:**
- Play Sessions: \$42,841.02

- Membership fees of \$7,200.00
- Other \$1,682.29, Bank interest of \$277.73, PBBC School Grant \$1,000.00, Paddles cost reimbursement \$357, PB Machine Rental \$30.00
- Merchandise sales were \$1,036.38.
- Training Revenue of \$3,181.92
- Tournament Revenue (PADS) \$1,737.50 & NPC \$9,795.18, Mexican Madness \$1,689.78, 90 Minute \$1,939.15
- **Expenses of \$69,578.06 recorded for the period included:**
- Gym Rental: \$39,194.06
- Training Costs \$2,835.37
- Pickleballs and supplies include Safety Glasses \$242, Balls \$2,418, Nets \$636, Criminal Background Checks \$175, Volunteer and Christmas Socials \$392, Paddle Rack (Beban) \$101, Honorarium \$244, First Aid Supplies \$72, PB Keychains \$101
- Bank/Website/ Software Costs Include, CR \$879, PBB \$549, Society Filings \$80, Bank Fees \$71, NameCheap \$43, Site 123 \$314, Zoom \$94
- Merchandise for resale costs were \$1,224.73
- Major Purchases were \$9,872.94 and include Pickleball Paddles \$1,074, Volunteer T-Shirts \$476, Balls for Rental, \$323, Bleachers at Beban \$8,000.
Tournaments (PADS) \$2135.22 & NPC July \$5,279.09, Mexican Madness \$1,637.66, 90 Minute \$1,935.3

The Net Profit/(Loss) for the period was \$1,525.16

Cash in the bank & deposits are \$29,091.57 and cash in Stripe was \$960.07 for total cash of \$30,051.64

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

6) SUBCOMMITTEE REPORTS:

A. Membership: (Wayne)

- 380 members on the books at the end of 2024; 278 renewing members in 2025
- Deceased members show as “Expired” in Pball Brackets.
- QUESTION: Can we delete deceased members ASAP to avoid upset to family? Charles can delete names ‘preemptively’ from Membership List. If there are any funds left as credits for deceased individuals, we should send the money to the family.

Previous discussion: Membership is growing. Should we cap membership? Maybe if we see lots on waitlists. Currently not seeing waitlists for daytimes sessions. Lots of demand for pre and post work times. It would be interesting to see what influences growth in membership in other clubs

Action Item - Charles will make a report to show us actual numbers on session utilization.

STATUS – COMPLETED:

- Total sessions ran in 2024 - 707 sessions, 7,696 registered with 7,883 cap (98% utilization).

Should we reduce the number of Novice Brackets sessions and replace them with Novice Recreation?

Action item - Charles will make a report re: Novice Brackets sessions and whether or not they are filling up.

STATUS – COMPLETED:

- Novice Bracket vs Recreation session comparison for Jan - Dec 2024.
 - Novice Bracket - 208 sessions; 1,215 registered to play with 1,440 cap (85% utilization)
 - Novice Recreation - 96 sessions 814 registered to play with 1.055 cap (82% utilization)

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

Ratings Report: (Lyle)

- Another successful Challenge-Up was hosted on December 22nd with Kim B as coordinator with support from Dave E. Three of the four challengers were successful with the challenge.
- Although there have been no formal rating committee meetings in the past month, the rating committee has dealt with rating reviews as they have come up.
- Prior to the AGM, if there is a Director who plans to participate in the rating committee after the AGM I would be happy to review the role and process to ensure a smooth transition to the new chair of the rating committee.
- Next meeting will be scheduled after AGM and new members of rating committee are selected.
- Clarification from Pball Brackets (customer support not great!!) now allows forcing a rating; Pball Brackets add 0.25 rating to new players; we need to keep on our toes to catch these upgrades and adjust them back down accordingly.
- Meeting of Ratings Committee next Thurs. (Jan. 16/25; 7 pm; Harvey to set up Zoom meeting) to discuss these issues; Lyle has prepared an agenda for this meeting.
- Club Brackets (like Sue used to do) requires a manual input that is quite inefficient.

CourtReserve: (Charles)

Options for new pricing plan of CourtReserve: (Lyle)

Action item - Wayne will draft an email to explain price increases to members and Sally will send it out.

STATUS – COMPLETED:

Membership price increases notice issued to the membership in November.

Action Item: Wayne to add Mexican Madness, Indoor Tournament and Paddles in the Park tournament dates to the website.

STATUS – COMPLETED:

Mexican Madness scheduled for March 15/25.

Paddles in the Park date not yet set pending City's input

C. Court Director: (Caron)
Nothing

D. City Liaison: (Wayne O.)

- New benches and repaint of court surfaces to take place in the spring

- The City liaison team has raised the possibility of lights at the Beban facility. City is looking into pricing for lights.
- Harvey will connect with a Club member who is involved with Solar lighting as a business.
- Next meeting with the City is in April.

E. Club Ratings: (Lyle)

Action Item from previous meeting - John will make a list of players who have approached him regarding a change in rating as well as a list of what each member has done to advance themselves in their rating. (number of Pickleball Bracket games played, list of tournaments played in, results in those tournaments)

STATUS: Work in Process; not yet compiled.

Action Item from previous meeting - Harvey will take it to the next Ratings Committee meeting to discuss possibility of 3.0-3.5 Challenge-Up session. John will poll players that might want to undertake this challenge for the Jan. 16/25 Ratings Committee meeting. Harvey asked John to give us an indication of what each of the players have been doing to advance their own ratings. playing in tournaments, number of games in Pickleball Brackets, etc..

F. Youth Program: (Harvey)

- Although the direct instruction / coaching is not materializing as totally imagined, we are continuing to make gains into the schools. Reports of Ladysmith students and PE teachers loving the sport has filtered back to me. Also the principal of Ecole Hammond Bay Elementary School is reporting the paddles which we and BC Pickleball sponsored last year are in full use.
- A proposal to instruct at the Feb 3 Monday Pro-D Day Dover Bay High School has been accepted. We are to instruct teachers at 2 sessions again this year.

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

Action Item: John E. to get in touch with Sport Canada regarding our role in the Code of Conduct to Prevent and Address Maltreatment in Sport re: minimum age for membership in the Club.

STATUS: In progress. We should pick up this discussion again in Feb. after the AGM.

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

I. Facebook: (Wayne)

QUESTION: Can a link be made to our email account to avoid duplication of effort in answering public inquiries?

- Not considered an issue as Facebook traffic is very light.
- Info. on our website is sufficient to cover most inquiries.

J. Apparel: (Harvey)

Action Item - Harvey will email all persons that ordered by Nov 11 indicating that there was not enough interest at this time and the item will be removed from the NPC Homepage.

STATUS: COMPLETED

K. Grants/Funding Proposals: (Kim):

- Harvey noted that Pball BC Grant (\$500 max.) could be applied for now that we are in a new year.

L. Tournaments: (Caron):

The 2025 tournament has been drafted in Pickleball Brackets but is not yet visible to the public.

Action Item: Caron to review tournament information in Pickleball BC and Pball Brackets to make it visible to the public.

STATUS: Pball BC listing completed; listing in Pball Brackets will occur later

M. Coordinators (Ruth... from AZ!!)

- Most organizers now in place

N. Play Session Committee (Harvey)

- The club rented 2 evenings at Aspengrove School in Nov./Dec. They were very well received with 4 spacious courts and lovely playing surface. There is little to no access to the facility this winter/spring but there may be a chance to get time in the fall if desired. We will keep this on the horizon and put in a request to see what is available in late spring or early fall.
- I also checked the facility at Holy Trinity Church. They have a 3 court facility with a similar layout to elementary schools. The courts are a bit more spacious in between courts but about the same at the rear. 2 courts are also lined perpendicular to the other courts with lots of room. They do have various times available both in afternoon and evening during the week. Charges are about \$80 for 2 courts at Holy Trinity. Perhaps we can take a bit of a loss on this facility in order to increase play opportunities for Club members? General agreement for this concept.
- Both these facilities are more expensive than OW or the elementary schools. We need to look at all the sessions that Charles has obtained from the city and can make recommendations based on those times we have booked. Many thanks to Charles for taking this on!!
- Charles will contact OW at the end of Feb. to discuss April to August wish list; he is currently on the 3rd draft of a proposal for them. Everything currently on the books from April onward has contracts in place.
- Re: personal bookings at OW; a member has asked why these times aren't made available to a wider audience. The question posed was why don't we ask people who make private bookings what they are getting from these sessions that they aren't getting from Club bookings. Generally, private sessions allow friends – who may or may not be Club members – and doesn't require specific ratings to attend.

O. Nanaimo Pickleball Website

Action Item: Harvey to contact Mary Ross as she seems techie and might be interested in taking on management of the website.

STATUS - COMPLETED

- Wayne has offered to take on this task..... thanks!!

- Mary has website building/maintenance experience has expressed interest in doing this Wayne needs assistance.

7) OLD BUSINESS:

A. **55+ Games** (Harvey) Nothing to report.

B. **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 – Ongoing: One off sessions have been added for Novice play

C. **Online Document Depository** (Charles)

Action Item: Charles to dig a little deeper and provide a possible option.

STATUS – COMPLETED:

Currently we don't have an urgent need for this type of tool; will do more research in the summer when there is more time available.

F. **AGM format**

- i. Yearly reviews from all directors for AGM; some still needed

AGM will be held on Jan. 25; 1 pm start

ACTION ITEM: Jan. 7/25 = deadline for report from each Director or Committee member to provide an overview of highlights of the previous year; see minutes from last AGM to see what this overview has looked like in the past.

STATUS: Completed

ACTION ITEM: Harvey to send out Invite to attend AGM which will go out at 9 am on Jan. 25th.

STATUS: Ongoing

ACTION ITEM: Deb to send attachments to Kim to compile and then send to Sally to mail out to all members one week prior to the AGM (on or about Jan. 18/25).

STATUS: Completed on Jan. 13/25.

- ii. Intent of Executive members for 2025

- Lyle, Ruth, Caron, John and Monte will not be standing for the Executive in the upcoming year.
- ***We ask that anybody who is leaving to please help with the transition between our existing to our new Exec. We need to share duties so that individuals aren't overburdened.***
- Both Deb and Harvey are considering not allowing their names to stand for election as Pres. and Vice Pres. respectively, but they would be willing to stay on as Directors.

- Kim and Wayne have indicated that they will allow their names to stand for the positions of Secretary and Treasurer respectively at the upcoming AGM.

iii. request to membership for new elects

- Deb has spoken to a number of members who might be interested in joining the Executive.

G. AED training (Deb)

- We had a training session last year; is it time for another? We will have an AED in the golf course; another training session perhaps in Feb. or March?

ACTION ITEM: Deb will send out an email to all members to gauge interest.

H. Outstanding Action Items from 2024:

- The list of items was reviewed and a status of Completed or Ongoing was assigned to all.

8) NEW BUSINESS: None

9) GOOD OF THE ORDER: Deb gave thanks to the current Executive for a great year with a great group.

10) ADJOURNMENT/NEXT MEETING:

Next meetings:

AGM: January 25, 2025; 1:00 pm start (Zoom invite from Harvey)

Jan. 31 Black Bear Pub Social; 2:00 on start

Feb. 6 Next Exec. meeting

Adjournment: M/S - Kim/Lyle 8:06 pm: CARRIED