

# **NPC Exec Meeting – Thurs. Feb. 6/25**

## *Minutes*

*Purpose of the Meeting: Monthly Exec. meeting*

**ATTENDEES:** Deb M. (chair); Harvey H.; Kim B. (scribe); Charles K.; Wayne O.; Donna P.; J.C.D.; Glynis D.; Shirley W.; Lyle E.; Chris B.

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

- Welcome to new Exec. Members (J.C., Donna, Glynis, Shirley and Chris) and a thank-you to those returning.
- Email contact info. for our current Exec.
  - Deb Marshall - debmarshall347@gmail.com*
  - Harvey Hall - harveyhall@gmail.com*
  - Wayne Overton - wayneoverton@telus.net*
  - Kim Brunt - kbrunt56@gmail.com*
  - Charles Ku - cku123@me.com*
  - Sally Morten - salmorten@gmail.com*
  - Glynis Digeorgio - tonyglynis@shaw.ca*
  - Donna Poburan - poburand@shaw.ca*
  - Shirley Woyke - swoyke3@gmail.com*
  - J.C Dayne - jcdayne@gmail.com*
  - Chris Bayne - chrisdbayne@gmail.com*

### **2) AMENDMENTS TO DRAFT AGENDA FOR THIS MEETING:** Move Committee Chair assignments, and add Inclement Weather topic, to New Business.

### **3) REVIEW/ADOPT MINUTES OF PREVIOUS MEETING: M/S: Kim/Harvey: CARRIED**

### **4) CORRESPONDENCE:**

Monte has generously offered to mentor whoever from the current Executive wishes to take on this task and provides the following final report from his tenure:

*Inquiries and correspondence in Jan/24 and early Feb/25 consisted of three inquiries regarding ratings. There were twenty membership inquiries and nineteen inquiries from people new to pickleball or people asking how to join our club.*

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

**Results for the Month ending January 2025 (see attached Statement of Income and Expenses for more details)**

**• Revenue of \$7,168.96 included:**

- Play Sessions: \$5,358.96
- Training Revenue: \$0
- Tournament Revenue: \$0
- Membership fees of \$1,710.00

- Other Income – \$70 Stipend (Safety Glasses); \$30 Machine Rental

• **Expenses of \$ 4,301.13 recorded in the month included:**

- Gym Rental: \$3,211.24
- Tournaments Cost: \$0
- Pickleballs, Supplies, Miscellaneous: \$782.42 Gifts for Retiring Directors
- Major Purchases: \$0
- Bank/Website/Software costs: CR: \$102.14; PBB: \$39.88; Zoom: \$144.45; Bank Fees: \$6.00

• **Net Income (Loss) for the period was \$2,867.83**

**Balance Sheet:**

**Assets:**

Cash in the Bank & Deposits \$ 31,959.40

Total Current Assets \$ 31,959.40

Total Assets \$ 31,959.40

**Members Equity:**

Members Equity - Jan 1, 2025 \$ 29,091.57

Members Contribution \$0

Net Income / (Net Loss) \$2,867.83

Members Equity - January 31, 2025 \$31,959.40

***M/S Wayne/Kim: that the Treasurer's report be accepted as presented. CARRIED***

**6) COMMITTEE REPORTS:**

**A. Membership:** (Wayne)

- Total members in good standing at the end of January was 297
- We currently have 4 active guest memberships.

**B. Software, etc.:** (Charles)

• **Software:**

- Pickleball Brackets is still on hold at this time
- We are reviewing DUPR system

• **CourtReserve:**

- File Repository – We've recently enabled this feature, providing a central location for storing and sharing internal club documents.

• **PCO Membership:**

- Nothing new on this front.

**C. Court Director:** (Charles)

- Oliver Woods – We've secured 99 sessions from April to June (Spring) and 63 sessions from June to August (Summer).

- One-Off Events – We're working on several special events and will announce details once dates and times are confirmed.

#### D. City Liaison: (Wayne)

- Additional mats on the wall: there was some discussion on this, and Charlotte has taken this under advisement and suggested that we speak to Laura Clarkson at Oliver Woods.
- Next meeting with the city will be held on April 25<sup>th</sup>.

#### E. Ratings:

##### **Charles:**

- With Pickleball Brackets currently on hold, we'll use Challenge-Up events to help Novice players advance to 3.0. Lyle is assisting in organizing a Challenge-Up event for 3.0 players aiming for 3.5.

##### **Lyle:**

- Pickleball Tournaments and Pickleball Brackets have merged to become known as Pickleball. There was no advance notice, and the software has a total different look and feel and doesn't have any of the functionality that the Club was using for Novice Brackets sessions. I submitted a ticket several weeks ago asking if this feature would be added at a later date and just received a response on Feb 4th. Their response was "Clubs will also be able to enter their own scores, but it is currently a bug that tech is working through. It should be available fully in the coming weeks" It is not clear that if we enter Club scores will our members need to join DUPR to receive a rating. In addition, we were using their Ladder functionality, but the Club ratings were not being updated. This issue has been on-going since October and is still not resolved to my knowledge. Subsequently I've heard indirectly from some members who did receive responses from Pickleball that they will no longer be doing Club ratings but will be moving to DUPR as their rating system.
- In the current Pickleball Software, the majority of our members are showing as inactive and have no membership plan attached. The default membership plan is Free but I do not see any options for other types of memberships even though Pickleball has commented that we should now be able to see the membership options but I still can't see them. As well. I don't know if Pickleball has an affiliation with Pickleball Canada. As Pickleball Canada members we got a discounted rate for our Club and League games and our pricing was in Cdn dollars. I'm not sure what is happening here – it's a wait and see.
- As I see it, the Club has three options, and the Board will need to decide how to proceed:
  1. *Abandon Brackets and rating sessions all together. For members who were using brackets to move up in their rating the Board could do this by offering Challenge-Up sessions in replace of bracket ratings. The novice Challenge-Up has been running for the past year and has proved to be a popular alternative for the novice players. A 3.0 to 3.5 Challenge-Up process has already been drafted and can be reviewed by the new rating committee. Moving to this option is the simplest and it will please a majority of players who like playing in 3.0+ sessions but don't like playing in bracket sessions as they found them too competitive (based on our previous 3.0+ bracket sessions).*
  2. *Adapt DUPR and use Pickleball to schedule league play for novice and advanced players. The new pickleball platform can be used to setup the league play but it would have to be tested to see if the ratings get updated after the session as they were not updating using Club ratings. With this option there would be a lot more work for the coordinators as leagues would have to be setup for each session the Club runs. Also, all novice and other members playing in rating sessions would have to sign up for DUPR. Coordinators would have to ensure all players have DUPR membership before playing in the session.*

3. *Adapt DUPR and use CourtReserve to schedule league play for novice and advanced players. The Court Reserve league play is integrated with DUPR and ratings can be brought back into CR.. With this option there would be a lot more work for the coordinators and leagues would have to be setup for each session that the Club runs. The leagues are setup and run much the same way they are run in the new pickleball platform. After the games are played and scored the coordinator would need to download a csv file from CR to upload into DUPR. Coordinators would have to ensure all players have DUPR membership before playing in the session. Adding Leagues and DUPR on CourtReserve comes with additional charges.*

- When the new rating committee first meets, I would be happy to join them and offer any input or answer any questions they might have on these options. I'm also available outside of any scheduled meetings to provide input with the process.
- When you look at MyPickleball you will see a DUPR rating; we still can't use Brackets for Novices, but we can for Leagues.

**F. Junior/Youth Program:** (Harvey and Deb)

- Club volunteers were involved in an orientation session at the Monday, Feb. 3 Pro-D Day at Dover Bay HS for teachers and staff. We promoted the use of pickleball in classrooms and left the participants with lesson plans and ideas for their classes. Many of the 20 participants were in the sessions for their own Health and Personal Growth. Seven NPC volunteers were slated to be on hand for the session although weather conditions prevented travel. 32 participants signed up for the event and 12 of those were also unable to attend because of the snowfall. Thanks to Deb and Kim who were able to attend. Thanks to Pauline, Sally, Caron and Lyle who were ready to help but were weathered in. This is the 4th year of the Pro D event for SD 68. I estimate that the NPC have now in-serviced upwards of 200 school district personnel at different events and school visits.
- We have made a dent in introducing Pickleball to local schools; Dover Bay has 6 portable nets; Barsby High School is housing 4 portable nets bought for SD68. Question: Are we going in-person to schools? Answer: Level 1 trainers with clearance have been going to schools; most High Schools are done and some Elementary Schools have also been trained. Question: How do we get Level 1 training? Answer: it periodically becomes available (2-day session and some online training involved); no word on if they are coming back to Nanaimo; \$300+ to attend; a session happened in Victoria recently that got filled very quickly; keep an eye on Pball Canada website to see when other training opportunities might occur.

**G. New Member Liaison:** Nothing to report.

**H. Training Director:** Nothing to report.

**I. Facebook:** (Wayne) Nothing to report.

**J. Apparel:** (Harvey) Nothing to report.

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

- The Pickleball BC Annual Grant allowance of \$500/yr. is back on the table; what should we apply for?

- Question: What can we apply for? Answer: Paddles (need to be Pball USA approved); nets; matching funds are preferred (e.g. with schools).
- Question: Anything from lotto funds? Answer: Tried last year; happy to try again, but some specific requirements caused last years' application to be denied (ongoing vs. 'startup' programs).
- Question: Can we apply for funds to be used on outdoor courts? Answer: We believe so.
- Legion funds: Another opportunity; Caron Knight may have some insights here.
- Outdoor court lighting funding cost sharing with the City should be pursued at the next meeting we have with them.
- Rotary also an option; 4 Clubs exist in Nanaimo.

**L. Tournaments:** Nothing to report.

**M. Coordinator Locator:** Nothing to report.

**N. Play Session Committee:** (Harvey, Deb & Charles)

- When an opportunity exists, (usually at Oliver Woods) the committee looks at play type options that might best be applied to that opening.
- Harvey, Deb and Charles continued to work on adding sessions for NPC at Oliver Woods for the spring and summer. Charles has spent countless hours with the City working on these sessions, entering them in Court Reserve as well as many other duties.
- Holy Trinity Church gym was used by 8 club volunteers with positive reviews from the players. We will take advantage of this facility again. We are working on a firm deal for the facility and hopefully it will be used more often. \$20 discount for each session is available if we leave our nets with them. Lots of play type options could work at this facility.
- Dave Eaton and Deb M. (Lyle, Monte and Caron also helped) along with other volunteers lined the Harewood Covered Sports Court. The Club has offered some play time in the week of Feb 3 although winter weather has slowed uptake of the opportunities. The club will attempt to open it again for testing as the weather improves. Question: will the City put on permanent lines? Answer: perhaps if we use it a lot, but this is primarily a lacrosse box. Originally the surface was too slippery, but the City has addressed this issue.

**O. Website:** (Wayne)

Needed:

- Paddles in the Park dates; and
- Bios for our new members of the Executive (see New Business Housekeeping item)

**P. Social/Media Coordinator:** (Sally)

No events took place in January.

**Q. Ratings:**

Challenge Up - who will lead this?

## 7) OLD BUSINESS:

**A. 55+ Games:** (Harvey, Deb)

- Dave Eaton is the Committee Chair for Pickleball in the BC 55+ Games; a meeting with the Mayor and others recently held; a document exists with very specific directions to

help guide the process. You can both volunteer and play; please consider signing up if you haven't already.

#### **B. Novice Tournament:**

- One-off sessions have been added for Novice play.

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

#### **D. Membership Age Requirement: (Deb)**

- Previous discussions on this topic by the Executive have recommended a minimum age of 16 years, but this age has not yet been officially adopted by our Club. There are no age restrictions by our Provincial or Federal affiliates (PBC or PCO). Discussions with other clubs on this topic suggests that there is no generally accepted minimum age, but with limited availability of indoor play opportunities, we may wish to adopt an official minimum age of membership.
- Background provided on issues related to this issue; criminal record check requirements, etc. were investigated; Pball BC said they don't have a rule; Parksville is strictly for Seniors, and they suggested you'd need to add a policy to address this; Pball Canada does not have a specific policy; Comox Valley Club says they encourage youth and would appreciate more play opportunities to accommodate them. Question: Do the facilities we use have policies in place? Question: Oliver Woods may have a 16+ requirement, and this is likely where we came up with this suggested age restriction. Question: Will our Club pursue Youth-only sessions? Our intent would be to integrate young players into existing sessions based on their skill level.

***M/S: Deb/Harvey: That persons must be 16 years of age or older to join the NPC.  
CARRIED.***

**ACTION ITEM:** Wayne to update the website and Charles to amend the CourtReserve front page to reflect this age requirement.

#### **E. AED/CPR Training (Deb)**

- A note has gone out to all members to see if there is an interest in the Club offering another session; looking for 20 members to sign-up; there will be a nominal cost involved and the Club will pay for the rest of the honorarium.
- Waiting for a location to be confirmed; April likely timing.
- \$1,000 honorarium to presenter given last year.
- Question: Cost to members or fully covered by the Club? Answer: Partial payment by members was considered.
- Perhaps training should be offered to regular Beban non-member players as well?
- Question: Is \$1,000 excessive? Answer: \$75+ for each person for St. John's training; instructor was excellent and provided very good instruction to the 20+ attendees.
- Agreement amongst the Exec. to fully cover the cost for this training.
- We will need someone to determine who of the Beban non-members we may wish to invite to attend.

## F. Awnings/Tents: (Sally)

- Two of the four sponsors have come through with the requested Vector files which are needed before I am able to proceed with Scimitar. Will make another request this week. The problem seems to be that although they have initiated the process with their printer or media company, they have not yet received anything from them.
- The turnaround time on the awnings is around two weeks so there's no big panic yet. The aim is for us to receive them by April 1st in time for outdoor events.

## 8) NEW BUSINESS:

### A. Housekeeping Items: (Deb)

- Executive set up in the mail system. Lyle has done this in the past so we need someone else to take this on.
- Photo and short bio required for new Exec. members; please see our website for examples of what other members have posted; to Wayne for posting on the site by end of Feb. 2025 please. This could open the window to scammers, so please be aware that this is a possibility.

**Action Item – All New Exec. Members:** Provide a photo and short bio. to Wayne for posting to our website.

- For any info. going out from Exec. members, please keep Deb and/or Harvey in the loop.
- Executive Access/Computer privileges:
  - Kim for Zoom and posting of minutes, etc. on the website. Agreed by all that Wayne will continue to be the person that posts items to the website and that Harvey and Wayne will put their heads together and figure out how to add Kim to the list of folks that can schedule and do invites for Zoom meetings.

### B. Monthly meetings vs. every second month: (Deb)

- Historically, Exec. meetings were held monthly; a move to holding meetings every second month part way through last year created a number of issues and greatly increased the workload for a number of Exec. members.

***M/S Deb/Harvey: That the Executive of NPC hold meetings on the second Thursday of each month. CARRIED***

### C. "Pickle for Hunger – 2025" (Deb)

- A member has been asking to do a fundraising tournament for Loaves 'n Fishes on Sat., Nov. 15/25. Looking for members to help with organizing this.

### D. What's App: (Deb)

- For Club Members and outdoor courts (non-member) players
- Needs to be 2 separate apps with different names.
- If we create a platform, we need to decide is it Member to Member or Club to Member or both?
- Turning on texting in Court Reserve could be more effective. Cost is about US\$5 per month.
- There is a social option in WhatsApp also available that can be separate from the Club to Member, but someone would need to monitor the conversation.

- Excessive communications may occur. Question: Can messages be sent out to specific ratings levels? Discussion: Filters can be applied to specific levels, and this could reduce the problem of excessive messaging that might occur. Tune-out (similar to current issue) might occur if too many messages get sent out. Groups of Communities perhaps an option?
- A committee of 3 to 5 should review CourtReserve vs. WhatsApp and come up with a recommendation.
- Charles is willing to take on exploring the specific details of CourtReserve in such a committee; Donna, Shirley and Chris volunteered to help the review – Charles will coordinate (but not Chair!!) this review.

**Action Item:** Charles to report back to the Exec. on the findings from this ad hoc committee on their recommendation.

**E. Harewood Covered Courts:** (Deb) Nothing to report.

**F. Crosscourt in Nanoose:** (Deb)

- Supposed to be opening in August; 5 courts; anybody have any info?

**G. Membership Opportunities:** (Deb)

- This came up as a concern; on Court Reserve but not able to find on website?
- This link doesn't seem to lead to a choice directly: <https://www.nanaimopickleball.org/new-members>
- Maybe: <https://app.courtreserve.com/Online/Memberships/Public/6576> ?
- Could this perhaps be made clearer with a website edit?
- It appears that the links are currently present but not sufficiently highlighted; perhaps we can use specific colours to highlight options?

**Action Item:** Wayne to modify the website to better highlight membership opportunities.

**H. Guest membership policy review/Purposed policy discussion:** (Harvey)

- Concern raised that Guest Membership, if applied for multiple times, may require multiple assessments, and that full membership should be required after one Guest Member booking to avoid this.
- Discussion: past ranking history exists from when folks that were previous Guest Members, so this eliminates this issue.
- New Guest Members should still be put on "the list" (the list is kept by Shirley for Novice and self-rated new members and forwarded to the Ranking Committee to review).
- The terminology "Novice" is something that the Rating Committee may want to re-visit (perhaps just call them 2.5 players?).

**I. Committee Chairs:** (Deb)

- We will need to fill positions from the various Committees that handle the day-to-day operations of the Club. The following names are only place holders at this time and refer to 2024 positions. (Please have a look at the "Executive Responsibilities" document for more info.)
  - *Correspondence – Monte did this previously; the job is to monitor the Club's email account on a daily basis, he would provide answer(s) where possible, and forward to appropriate persons where a more specific response might be required; Glynis volunteered to take this on.*



- *CourtReserve – Charles; willing to continue*
- *Membership – Wayne; willing to continue*
- *Pickleball Brackets – Tournament Director will need to deal with this*
- *PCO Memberships - Charles; willing to continue*
- *Software Managers - Charles; willing to continue*
- *Court Director – Charles; willing to continue*
- *Grant Proposal Prep. – Kim; willing to continue*
- *Play Session Committee – Harvey; Deb; Donna & Shirley offered to assist*
- *City Liaisons /NPC Facility – Wayne, Dave Eaton, Caron, J.C. offered to assist*
- *Club Ratings/ Challenge Up Committee - Kim, Charles, Harvey, Donna and Deb*
- *Junior/Youth Program Leaders – Harvey, Deb; willing to continue*
- *New Member Liaison – Shirley offered to take this on*
- *Coordinator Locator – Donna offered to take this on*
- *Training/Orientation Director – Harvey, J.C.(a policy exists on fees for this; Lyle to provide this info. to Deb and Harvey)*
- *Social/Media and Special Events Coordinator - Sally*
- *Tournament Directors – Caron, Chris offered to assist*
- *Facebook Page/PR – Wayne; willing to continue*
- *NPC Website - Wayne; willing to continue*

**J. Inclement Weather:** (Deb)

- Wayne is the first contact for cancellations.

**9) GOOD OF THE ORDER:**

- Please provide reports/updates to Kim one week prior to Executive Meetings to be included in the draft agenda.
- Lots of changes and decisions need to be made in the area of Rankings due to the changes in functionality of Pickleball Brackets.

**10) NEXT MEETING/ADJOURNMENT:**

**Next meeting:** Thurs., Mar. 13; 7:00 pm start

**Adjournment:** *M/S: Kim/Wayne. CARRIED (8:42 pm)*