

NPC Exec Meeting – Thurs. July 10/25 *Adopted Minutes*

ATTENDEES: Deb M., Harvey H., Kim B., Donna P., Shirley W., Wayne O., Charles K.

REGRETS: JC D., Sally M., Chris B., Glynis D.

1) CALL TO ORDER: 7:04

2) AMENDMENTS TO DRAFT AGENDA FOR THIS MEETING: None

3) REVIEW/ADOPT MINUTES OF PREVIOUS MEETING:

M/S – Kim/Wayne: to adopt the minutes of the June 12/25 Exec. meeting as presented: CARRIED

4) CORRESPONDENCE: (Glynis)
Cinnabar School sent us a thank you.

5) TREASURER'S REPORT: (Wayne)

Results for the Month of June 2025

- Revenue of \$9,956.73 included:
 - o Play Sessions: \$2,182.62
 - o Training Revenue: \$0.00
 - o Tournament Revenue: 7,654.00
 - o Membership fees of \$90.00
 - o Other Income – of \$30.11, Bank Interest
- Expenses of \$6,979.71 recorded in the month included:
 - o Gym Rental: \$4,203.68
 - o Tournaments Cost: \$2,592.12 (Oliver Woods Charge for Tournament)
 - o Training Costs: \$0.00
 - o Pickleball, Supplies, Miscellaneous: \$172.91 – Donation, McNabb family \$100, \$72.91 Meeting Snacks
 - o Major Purchase: \$ 0.00 –
 - o Bank/Website/ Software costs: \$11.00, CR\$0.00, Bank Fees \$11.00
- **Net Income (Loss) for the period was \$2,977.02**

Results for the 6 Months ending June 30, 2025

- Revenue of \$41,531.88 included:
 - o Play Sessions: \$25,061.13
 - o Training Revenue: \$490.00
 - o Tournament Revenue: \$11,093.12
 - o Membership fees of \$3,390.00
 - o Other Income – \$1,497.63 - \$120 Stipend – Safety Glasses, \$40 Machine Rental, \$500.00 Grant, Interest \$837.63
- Expenses of 34,549.96 recorded in the month included:
 - o Gym Rental: \$22,444.55
 - o Tournaments Cost: \$4,621.31

- o Training Costs: \$1,475.00
- o Pickleball, Supplies, Miscellaneous: \$2,303.96, \$900.01 Gifts for Retiring Directors, \$770.00 Pickleballs, \$300 Cinnabar, \$112.47 Coordinator Supplies, \$100 donation to McNabb family Food/ Snacks for Meetings \$121.48
- o Major Purchases: \$2,920.62, \$ 847.35 – Nets \$847.35, \$796.66 Paddles, Tent & Awning Net of Sponsors \$1,276.61
- o Bank/Website/ Software costs: \$784.51 - CR\$455.20, PBB \$39.88, Zoom \$144.45, Bank Fees \$42.50, Society Fees \$55.00, NameCheap \$47.48

- **Net Income (Loss) for the period was \$6,981.93**

M/S – Wayne/Harvey: to adopt the financial reports as presented: CARRIED

6) COMMITTEE REPORTS:

A. Membership: (Wayne)

The total number of members in good standing on June 30, 2025, was 354.

- Members in Good Standing 354
- Members Suspended
- Subtotal 354
- Members Suspended
- Total 354
- Restricted Members
- Active Guest Memberships 1

B. Software, File Repository, etc.: (Charles)

- **CourtReserve:**
 - o The Push & Text functions are now fully released to all members. We will follow up and seek feedback sometime in August.
- **Software:**
 - o Our Annual Tournament site is now up and running on PickleballTournament.com. Registration is closed, with 76 teams in 9 events and 110 registered players.

ACTION ITEM: Charles to talk to Tournament Committee to ask that they clarify the wording around the “within 0.5” of the level they are registering in.

STATUS: Completed

C. Court Director: (Charles)

- o With the nice weather, many members are playing outdoors. We’re experiencing low enrollment as expected.

D. City Liaison: (Wayne)

Trying to schedule our next meeting during the summer, not booked yet. Laura has been excellent at OW re: addressing safety on E and W walls; awaiting a followup with her to confirm the job will be completed. Charlotte will also be contacted – 3 nets stolen from Beban; not yet clear if the courts will be locked from this point forward; we don’t need any of this type of issue with the 55+ Games coming to town in Sept. Does the city have surplus nets in case this happens prior to the Senior Games?

E. Rating Committee: (Kim, etc.)

- Deb: should we require all new members to sign up for DUPR prior to being accepted into the club? Has discussed with Shirley; feels we should make this mandatory as part of joining the Club. Shirley is okay with moving forward with this, but we should add this requirement to the website under the “New Members” and the letter that goes out.

○

ACTION ITEM: Wayne will make website adjustments to note the requirement of signing up for DUPR as part of the joining the Club. Charles will send Wayne some info. that has already been put together to simplify this update to the website. Shirley to adapt her intro letter to new members in regards to signing up for DUPR - Membership to be restricted until they have signed up for DUPR .

Shirley notes that many existing members are not yet signed up for DUPR; we have tried to get existing members through many avenues; this will at least make all new members part of the process. Shirley noted that we can remove Pickleball Brackets references from the new membership letter to simplify things.

Re: existing new members who have not yet signed up for DUPR; we could temporarily ‘restrict’ members who don’t sign up for DUPR. More discussion here on whether we should grandfather members who don’t want to register; decision made to just require relatively new (since June 1/25) members. For now we will go with website and letter updates to make it mandatory to join DUPR for new members; will park the issue of pursuing existing members for the time being.

- Deb/Kim: We have taken a first stab at a list of questions that might be included in our application form for new members to get a sense of where they might best fit within the rating system of our Club – working title is “**Possible Questions to Include on NPC Member Application Form to Assess General Skills of New Members**” some more work to be done, but we are likely close enough to a draft that we could circulate to other members of the Rating Committee.

ACTION ITEM: Kim to send out draft “General Skills Assessment” questionnaire to the Rating Committee for their review.

- Deb: Club members on M list: A number of new members have been with the Club for over a month and have never signed up for a session. Suggest that we contact these new members to determine if there are any issues or if they need assistance. Charles notes that he has already removed a number of members from the M-List. He can add a tab to the M-List of those that have not yet played any of our sessions for the year. Perhaps we should send an email out to those that

ACTION ITEM: Deb will draft an email to send out to new members who have not played any sessions this year (2025) and send it to Charles who will compile the list of members that this will go out to.

F. Junior/Youth Program: (Harvey and Deb) Nothing to report

G. New Member Liaison: (Shirley)

4 new members – 3 novice (2.5); one 4.0

H. Training Director: (Harvey and J.C.) Nothing to report

I. Facebook: (Wayne) Nothing to report

J. Apparel: (Harvey) Nothing to report

K. Grants/Funding Proposals: (Kim and Harvey)

- Wayne was originally going to look into contacting Ken Collingwood (re: Grant applications), but Kim offered to follow up on this. Kim exchanged emails with Ken's wife Deb when we were considering applying for funding to purchase an AED (spring of '24) and she provided info. about the process they followed in applying for their AED through the RDN (the City subsequently directly funded the purchase of an AED for the Beban Courts); it is possible that the Nanoose Club may qualify for RDN funding but that we would need to apply to the City.

ACTION ITEM: Wayne to contact Ken C. re: the method they followed to obtain approximately \$70k in grants for court construction.

L. Tournaments: (Chris & Caron)

ACTION ITEM: Thank yous need to be distributed to all parties; those involved with podiums, trophies, donations, photographer(s) and all volunteers and sponsors need to be recognized. Further discussion is required on how this will be accomplished.

STATUS: Ongoing

A. Nanaimo Tournament:

- JC - case of bananas and bars

Sally:

- Tournament volunteers are in place. It was a scramble because so many people were registered late when I had already placed them in a job. I had to re-jig the schedule a few times. All ok now.
- Lots of help needed from the executive on Saturday morning early to set up (7 am start). Also at the end of the day on Sunday.
- If people have not already done so, please remember to send me the names of any people who have donated prizes or money so I can add to our Thank You poster. Also make sure prizes are delivered somehow to OW on Saturday morning or give them to someone who will be going there early.

B. UPCOMING TOURNAMENTS:

- Feb. 28 - Mexican Madness
- Nov 15 (1:00 - 5:00pm).- Pickle for Hunger (see attachment at bottom of agenda)
- Outdoor Tournament (Caron organizing): "Paddle in the Park" is September 5th; Aug. 1 is registration date. Donna will get more info. and put it into the Newsletter.
- National Pickleball Day - August 8th (Aug 9th is a Saturday.....)
- Volunteer Day – update
- Donna to place dates into Newsletter - we need to start confirming and advertising registration dates.

M. Coordinator Locator/Newsletter: (Donna)

Pink balls need to go into storage; Donna will connect with Patty D. to get them to her.

N. Play Session Committee: (Harvey, Deb, Donna & Charles) Nothing to report

O. Website: (Wayne) Nothing to report

P. Social & Media Coordinator: (Sally)

- Deb: Banner for Beban Courts - Past courts displayed a banner of our Club - Dave asked the City if we could hang another one: Sally to research. All were in favour of putting up a banner
- FROM SALLY: "I visited Acme Signs to inquire about a banner to be used during the 55+ Games. A 4x8 vinyl banner, one sided, using our existing artwork (logo) would be \$256. A two-sided banner would be \$409.60. Turnaround time is less than a week. Please advise which option is preferred."

ACTION ITEM: Wind screens make it unreasonable to use a 2-sided banner. Should we offer funding to add wind screens to the new courts? Wayne to talk to Dave (and the City?); preference is to have screens on all 4 sides.

STATUS:

- Tent Opening and Appreciation went very well; tents were put up and a good time was had by all.

Q. Safety & Fair Play Committee, and Discipline Committee (Deb et al.) Nothing to report

6) OLD BUSINESS:

A. 55+ Games: (Harvey, Deb)

FROM DAVE EATON (July 2/25):

"Here's a report re: 2025 55+BC Games – Nanaimo

First, I'm happy to say that Shirley Woyke has accepted the position of Tournament Director!! Shirley will be on site full time during the Games and will be providing support with the software, data input, data management, post Games duties etc."

Second, the Competition Chair, Greg Poirier has selected Global Pickleball Network as our software solution. He will be working with it over the next few weeks to then be able to "teach" the key tech people how it will work and what more we will need to do to address any shortcomings it may have.

The Games have also brought on a few paid student positions to help us import and work with the data and set up the necessary pools. That will start shortly after we receive the registration list of the 331 entrants, which should be on July 11th.

I am working on a signage list request from the Equipment person with the Games. So far I've identified 6 or 7, including Registration, Referees, Scoring, Medal presentations, washroom directions, and water/snacks location. If anyone can think of others, please let me know asap. First Aid has been taken care of already.

The Games will send out a letter to all players 2 weeks before the events start, on August 26th. I'm hoping we can send out some info in July as well, but not clear that we will be able to do that.

I will be meeting with the Sport Chair and a City facilities person, hopefully next week, to map out the set-up at Beban and Harewood. Beban will be home to several other sports as well over the 4 days so it will be a hectic location.

That's it for now, we are anxiously waiting for the registration info release on July 11th

B. CPR/AED Training: (Deb)

Videos from Calvin

C. Christmas Party and Volunteer Day: (Deb)

Charles has confirmed the date and booked the venue.

7) NEW BUSINESS:

A. Discretionary spending limit: (Kim)

- Proposed that we adopt a discretionary spending limit for the Executive which could be invoked to deal with Club expenses without the requirement for full Board approval. This would only be used for small purchases or to address time-sensitive purchases that would otherwise require discussion/approval at an Executive Meeting.
- Wayne: There has not really been a problem to date; we always makes sure that at least 2 Exec. Members are involved in the spending decision; but perhaps having a limit of around \$500 of discretionary funding would be a good idea.

M/S Kim/Wayne: That we adopt a discretionary (not requiring full Exec. approval) funding amount of \$500 for Club expenditures as long as two Exec. Members have approved the expenditure. MOTION CARRIED.

8) GOOD OF THE ORDER: Nil

9) NEXT MEETING/ADJOURNMENT:

- Next meeting will be Aug. 14; OW Hemlock Room; 7 pm start.
- Kim will prepare the agenda and Wayne has volunteered to take notes to subsequently be sent back to Kim to be incorporated into minutes for the meeting.
- ***Adjourned: 8:03 pm***

ATTACHMENT: PICKLE FOR HUNGER EVENT:

Introducing Pickle for Hunger 2025 – Nanaimo's First Annual Charity Pickleball Tournament!

Hey, Nanaimo Pickleball Club! We have some exciting news! We're launching our first-ever signature charity tournament—Pickle for Hunger 2025—to support those in need while celebrating the sport we love. Our goal? To fundraise \$1000 or \$2000? And also set a precedent for other clubs across the island, the province, and maybe even the country to do the same with a united effort to help those in need.

Our Cause: Loaves & Fishes Food Bank

Hunger is a real issue in our community, and we want to make a difference. That's why we're partnering with Loaves & Fishes, a local food bank that can turn every \$1 donated into \$5 worth of food! With your help, we can make a huge impact at a critical time of year.

Event Details

 Date: Saturday, November 15, 2025

 Time: 1:00 PM – 5:00 PM

 Location: Oliver Woods Community Centre

 Tournaments:

- Men's
- Women's
- Mixed 3.0
- Mixed 3.5+

Each tournament is 90 minutes, played across all 8 courts.) OR: We do a MLP format with Teams of 4 (rating levels add up to 15 max)

How You Can Help

We need players, sponsors, and volunteers to make this event a success! Here's how you can get involved:

- ✓ Play & Fundraise – Gather pledges from friends, family, and coworkers to maximize our impact! (Bonus: Top fundraisers win prizes!)
- ✓ Volunteer – Help with setup, registration, advertising, securing sponsors, and more!
- ✓ Sponsor or Donate – Businesses and individuals can contribute prizes or funds to support this incredible cause.

This is more than just a tournament—it's a chance to give back, grow our community, and set the stage for an annual tradition. Let's show what Nanaimo Pickleball is all about!

💬 ***Want to get involved?*** Contact Patty Tougas at (604) 831-7624 to sign up or lend a hand. Stay tuned for more details this fall, and let's Pickle for Hunger!