

NANOOSE BAY PICKLEBALL CLUB

ANNUAL GENERAL MEETING

Minutes

DATE: May 4, 2024

PLACE: Nanoose Place Community Centre

TIME: 1:00 p.m.

1. COMMENCEMENT OF MEETING

Ken Collingwood, as the Club's President, called the Meeting to order at 1:05 and agreed to act as Chair. Roxanne Broadbent was appointed as Recording Secretary and Colleen Lucas was appointed as Scrutineer.

2. NOTICE OF MEETING

The Chair advised that the Notice calling the Meeting was emailed to the Members on April 12, 2024, and there was no objection to dispensing with the reading of the Notice.

3. QUORUM, AGENDA, AND RULES OF ORDER

Scott Perrin, the Club's Secretary, advised that that the Club had 209 members in total and that the Scrutineer had advised that there were 61 members in attendance, so a quorum was present. The Agenda for the Meeting was included in the Notice of Meeting, and the Agenda was declared to be approved by the members. In terms of the "rules of order" for the Meeting, simplified rules of order, namely, Robert's Rules of Order - The Basics, were declared to be adopted.

4. LOGO

Teresa Sandiford, a Director of the Club, introduced member Mike Bellis who created the club's new indigenous-inspired Logo. Mike briefly spoke about symbolism in the Logo, including that the bear was symbolic of elders, which Teresa observed "seems appropriate for our pickleball club". Teresa presented Mike with a logo'd t-shirt and thanked him for his very meaningful contribution.

5. FINANCIAL STATEMENTS

Garry Kaita, the Club's Treasurer, presented the Directors' Report on the Club's financial statement for its fiscal year ended December 31, 2023, and briefly reviewed the Financial Statement and also a Budget for the current year, copied of which were circulated with the Notice. After his presentation, these documents were declared to be received by the members.

6. BOARD'S ACTIVITIES AND DECISIONS

Ken presented the Directors' Report on the Board's activities and decisions during the Club's previous year, a copy of which was circulated with the Notice.

Ken indicated that a few aspects of the Report were going to be highlighted specifically:

- Scott briefly spoke on some of the key findings from the **Members Survey**, including a general preference for Group Play but with some support for Level Play as well, particularly in Group 2.
- Ken briefly spoke about **Group Play** and some of its benefits.

In response to a question from the floor, Scott indicated that the membership breakdown by Group was approximately: Group 1-28%; Group 2-35%; Group 3-26%; Group 4-11%.

- Scott briefly spoke about **Level Play** and some of its benefits, and emphasized that if these sessions have a high utilization rate, then more of these sessions will be added.
- Brian Alexander briefly spoke about the revised **Challenge-Up Process**, the details of which are posted on the Club's website, and the work undertaken by the Tournament, Player Development and Challenge-Up Committee in developing the process, which is comprised of a Pre-Challenge Qualifier then a Challenge-Up Session

There was a comment from the floor that Group 1 players will need longer to reach the 16 Group Play games required for the pre-qualifier if we move to an increased number of Level Play sessions. Scott responded that the executive had considered this and had hoped to mitigate this by reducing the number of games required from 20 to 16.

There was a question from the floor as to why a pre-qualifier is necessary if the Group Coordinators know which players are strongest. Ken responded that the pre-qualifier is to ensure that it is only the more-skilled players who are offered challenge-up opportunities. Additionally, the target group's coordinators need to spend a fair bit of time to prepare for and run challenge up sessions. This is why we have a pre-qualifier and also is why we have a limit on the number of players who can challenge-up at any one time, so as not to overwhelm the target group.

- Ken spoke briefly about the Club's new **Ladders**.
- Roxanne spoke briefly about the **Schedule**, and the work that had been done by the Court Use Committee in analyzing the key findings of the Members Survey so as to identify the key parameters to be kept in mind in developing the Schedule.

In a comment from the floor, a Group 1 member said there was a lot of unhappiness amongst Group 1 players that so many of their sessions were only 1-hour long, as this just doesn't allow enough time for play when you take into account activities such as set up and warm up. Some members who travel from a distance simply won't attend 60-minute sessions. Scott responded that Group 1 does have some longer sessions, namely two 1.5-hour Group Play sessions and two 2-hour Level Play sessions. The Club only has 5 hours per day which makes scheduling difficult, and there was significant support amount G1 players for 1-hour and 1.5-hour sessions. However, it's

helpful to know the level of this concern, and Scott advised that the Exec will see what it can do to address this, including approaching the RDN to ask for a half-hour increase in the Club's daily court-time.

ACTION ITEM: Board to approach RDN for a slight increase to its daily court-time, and to see what adjustments can be made to the Schedule so that G1 gets more longer session-times.

There was a question from the floor as to whether Group 1 players ca. remain on court after their 60-minute sessions if the following session is not using all of the courts? Ken advised that this is okay.

ACTION ITEM: Ensure group coordinators pass this information on.

Comment from the floor – concern over people signing up for session and not attending. Asked that the exec re-iterate to club members that if they are not able to attend they need to removed name from sign up genius

ACTION ITEM: Communication committee to send a note to all members to emphasis that if unable to play your must remove your name from sign up genius so others can register.

- Roxanne spoke briefly about **Tournaments** for this season.
- Teresa spoke briefly about the Club's new **Website**, which has lots of useful information on it. The site is at nanoosebaypickleballclub.com.
- Question from the floor. How are players notified if play is cancelled due to weather.

Response from Theresa Sandiford – The best option is to have a volunteer check the courts on possible rain days and make the call re continued play. Finding a volunteer to take this on has been difficult. Theresa suggested that the club approach the RDN to get a live webcam installed on the courts. Another idea is to link the Northwest Bay Road and Island Highway traffic webcam to our Website as it is near enough to the courts that players could make their own decision regarding cancellations due to ran.

- Garry spoke briefly about the Club's **Equipment**, including a new pickleball machine.
- Question from the floor – is there a cleaning schedule for the courts as they look due for a cleaning? Response from Ken Collingwood - The club has not yet request this but do so. Garry Kaita advised that our preference would be for RDN staff to perform this rather than club members to retain the integrity of the court surface.

ACTION ITEM: Exec member to request courts be cleaned through RDN.

- Question from the floor - Where will the ball machine be stored and will it be rentable? Response from Garry Kaita – At this time priority will be for skills and drills clinics and the Exec is working through the details around machine storage, usage and rental. Club members will be advised when guidelines are set.
- Question from the floor – Does the club have any plans to put up a practice board? Response from Ken Collingwood – The Executive will consider this request.

- Ken also gave a special thanks to Bill Rogers for all his hard work in coordinating and supervising the installation of the new **Windscreening**. Ken presented a thank-you gift on behalf of the club to Bill.

There being no further questions on the Directors' Report on the Board's activities and decisions during the Club's previous year, the Report was declared to be received by the members as submitted to the Meeting.

7. NUMBER OF DIRECTORS

Ken asked for a motion to set the number of directors for the ensuing year at no fewer than three and no more than five, and Jon Sandiford moved the motion and Roberta Perrin seconded it. The motion was passed by a show of hands, with none showing as against, and was declared as carried.

8. ELECTION OF DIRECTORS

Ken noted that Garry and Teresa were stepping down from the Board this year, each for personal reasons, and thanked them for all their excellent contributions to the Club this past year and earlier, and each was presented with a logo'd t-shirt as a gift from the Club.

Ken then advised that the Board proposed that the following five persons be nominated to serve in the following positions:

Ken Collingwood, as a Director and as President;

Scott Perrin, as a Director and as Vice- President and Secretary;

Roxanne Broadbent, as a Director and as Treasurer;

Brian Alexander, as a Director; and

Lisa Baker, as a Director.

There was a call for any further nominations, of which there were none, and nominations were then declared closed. As these were the only nominations received, these nominees were declared elected to these positions, to hold office until the Club's next annual general meeting or until the appointment of their successors.

9. COMMITTEE MEMBERS AND GROUP COORDINATORS

Ken spoke about the important ace of the Club's volunteers, including all committee members and Group Coordinators. Complete lists of the Club's Committees and their members, and of all of the Group Coordinators, are posted on the Club's website, and Ken, on behalf of the Club, thanked all of these Committee members and Group Coordinators for their important contributions.

10. OTHER BUSINESS

Ken asked if there was any other business or any other questions.

A question was asked as to whether Group Coordinators need to take AED training? Ken answered that this was not a requirement at this point. Ken also mentioned possible financial

support for club members who may want to take a first aid course, but this still needed to be discussed by the Executive.

11. CONCLUSION

Ken asked if there was any other business, and none was raised, so he called for a motion that the Meeting be terminated. John Sandiford made such a motion, and Frank Lockerbie seconded it. The motion was passed by a show of hands, and the meeting was declared terminated at 2:30 pm.