



Board of Directors

August 5, 2025, 16h00

Minutes

In attendance: Maurice Belliveau, chair
Mireille Lanouette, secretary
Emma Duguay (until 17h40)
Gil Mulligan,
Paul Doiron
Gerry Williamson
Garry Uhl
Scott Ricketts, GM
Brandon Miranda

Regrets : David Torriero Monique Brennan

Opening of the meeting at 16h00.

1. Adoption of August 5, 2025, Agenda

Proposed by Paul, seconded by Garry, that the agenda be approved with the following additions:

6.2 Timing for new members recruitment

6.3 Reimbursement request.

Motion carried.

2. Declaration of conflict of interest

No declaration was made.

3. Adoption of July 8, 2025, meeting minutes

Proposed by Gerry seconded by Gil, that the minutes be approved as circulated.

Motion carried.

	Discussion	Motion (when required)	Follow-up or submitted by
4.0 Old business			
4.1 Surface cleaning	Nothing to report		Scott
4.2 Strategic planning follow-up	The draft strategic plan is reviewed. Some member engagement sessions will be held to share and get feedback on the draft plan. There will be sessions in each official		Maurice, Monique, Mireille

	language. A special meeting will be held for the board on Tuesday August 19 at 16h15 to discuss and refine the draft before sharing with the Members. Comments should be sent to Maurice before August 14.		
.4.3 Dead spot on courts	Some seams are increasing and will also be covered by the warrantee. The company will come around mid-August.		Scott
4.4 Out of town visitors	The process is working well since being coordinated by Gerry and Scott.		Gerry
4.5 Feasibility study	Issues are ongoing with the online survey. Update on the overall process provided by Maurice.		Maurice
5.0 GM report	-We will send the survey link will to the people on the wait list for Moncton's feasibility study despite. -The GM and a board member approached several clubs using Court Reserve for their feedback and got positive comments. A report has been distributed to the board. A small increase for the members would cover the cost of the software. It is suggested that we use the credit card option for membership payment. A communication strategy will be put in place . There needs to identify a backup person to manage the software to support the GM or replace him, need be. - A Newsletter is being proposed for distribution to all members. -We are back-up (Weather pending) for the Everest	It is proposed by Paul, seconded by Brandon that we adopt Court Reserve at an annual cost of 3600- 4200\$ plus a 3% cost for credit card use. Nays : 1 Abstention : 1 Motion carried.	Scott

	Challenge that is scheduled in Dieppe on August 30 th .		
6.0 New business			
6.1 Banking and signing officers		Proposed by Gil, seconded by Gerry to switch to Scotia Bank for our banking Services. Motion carried.	Emma
6.2 Timing for new members recruitment	We were aiming to have new members in September but due to the introduction of Court Reserve this will be delayed a month.		Mireille
6.3 Reimbursement request	Following an injured member's request their membership will be put on hold and reevaluated in a year if the member has not come back by then.		Scott
7. Committee reports			
7.1 Finance		Proposed by Paul, seconded by Gerry to accept the financial statements as presented.	Emma
7.2 Membership	Nothing to report.		Mireille
7.3 Communications	Scott informs us that Nick will no longer support Facebook.		Monique
7.4 Social	Nothing to report		Paul
7.6 Scheduling			Scott
7.7 Training	Garry explains that some trainers want to be paid for their time. After discussion and considering what has already been provided to support them the following motion is passed.	Moved by Gerry , seconded by Paul, that we do not pay the instructors for the training at this time. Abstention by Garry. Motion carried Garry to inform the group.	Garry
7.8 Health and Safety	Nothing to report		Scott (interim)
7.9 Governance			Gerry

8.0 In camera session

9.0 Other

Adjournment proposed at 18h33 by Garry

Next meeting Tuesday September 2nd, 2025, 16h, at Pickleball Moncton.

Supporting documents

5.0 GM report

July Report – GM

Court Reserve survey results among other clubs in Canada was very positive. Brandon helped me reach out to random clubs across Canada.

Court Reserve testing will begin the first week of August. The system is mostly setup and we will test and adjust for about two weeks. If the Board approves, we can launch it the last week of this month.

Cleaned up the Google Drive waitlist data. Removed numerous duplicates, removed people that had become members, fixed errors, updated email addresses, contacted people for clarification.

The manufacturer of the floor will be visiting in August to have a look at the floor. As we previously mentioned, there seem to be less dead spots. We will most likely be cautious about cutting and moving flooring knowing that the humidity will reduce soon.

Reservations are very popular for 3.5+ and bubbles are very popular for below 3.5. This needs to be accounted for when doing the Fall schedule. I believe that the more reservations we have available the less issues we will have with complaints about people not belonging in certain sessions/bubbles as this complaint is more common the higher the level.

A first draft of the Fall schedule will be done by August 15th for review by random and selected members and groups.

We are a backup in case of bad weather for the Meli/Melo Defi Everest Challenge event on August 30th. It's to support the Myeloma Cancer Foundation.

I now have active control of Facebook, Website, Email (Mailchimp). Soon we may also have the App (Court Reserve) – We are ready to implement strong communications.

We will be issuing a monthly newsletter starting next week – see attached

Dealt with 500 emails in July.

6.1 Banking and signing officers

Board Memo: Banking Proposal Summary

To: Board of Directors, Pickleball Moncton Inc.

From: Emmanuelle Duguay, Treasurer

Subject: Proposal to Transition Banking Services to Scotiabank

Date: August 5, 2025

Dear Board Members,

I am proposing that Pickleball Moncton Inc. transition our banking services to Scotiabank. As an employee of Scotiabank, I am well-acquainted with their products and personnel, which will streamline our financial operations and improve efficiency. Below is a summary of the proposed banking package:

- Business Operating Account: Select Plan B with 70 transactions/month, fee waived with \$35,000 balance
- Business Savings Account: Tiered interest, no monthly fee, bonus rate promotion
- GIC & Credit Card: 3% interest on \$5,000 GIC, cashback Visa with first-year fee waiver
- Digital Banking: ScotiaConnect with accountant access and real-time monitoring
- Payment Processing: Chase Merchant Services with next-day deposits and no deposit fees
- Incentives: Free cheque order, onboarding support, dedicated advisor

This proposal offers enhanced digital tools, cost savings, and personalized support. I recommend we proceed with this transition to better serve our organization's financial needs.

Sincerely,

Emmanuelle Duguay

Treasurer, Pickleball Moncton Inc.

Banking Proposal for Pickleball Moncton Inc.

Business Operating Account

Recommended Plan: Scotiabank Select Plan B for Business

Monthly Fee: \$40 depending on transaction volume

Included Transactions: 70 per month (varies by tier)

Fee Waiver: Monthly fee waived with minimum balance of \$35,000

E-Transfers: Included in most tiers

Cheque Order: Complimentary first order for new clients switching from another FI

Business Savings Account

Recommended Plan: Right Size Savings for Business

Interest Rate: Ongoing bonus rate promotion (see attached guide)

No Monthly Maintenance Fee: Debit transactions (other than self-service transfers to other Scotiabank accounts) are subject to a per-item fee

Tiered Interest: Higher balances earn higher rates

GIC for Secured Credit Card

Transfer Existing \$5,000 GIC to Scotiabank for interest rate of 3% (13-month NRGIC) Scotia Momentum for Business Visa Card:

- Earn cash back up to 3%
- No annual fee waived on first year, \$79 per year after, \$29 per supplementary card - See attached flyer for reference

Digital Banking & Accountant Access

Platform: ScotiaConnect for

Business Features:

- Multi-user access with role-based permissions
- Export transactions to Excel or accounting software
- Real-time account monitoring
- Secure e-transfers and bill payments
- Accountant access for efficient record-keeping

Payment Processing

Partner: Chase Merchant Services (Integrated with Scotiabank)

Online Payments: Ideal for new membership platform

Next-Day Deposits: Fast access to funds

No Deposit Fees

Competitive Rates for nonprofits and associations

Additional Incentives

Free Cheque Order: Cost of next cheque order covered as a welcome gesture

Dedicated Onboarding Support: Assistance with account setup, fund transfers, and linking payment platform
Dedicated Business Advisor assigned to your account

Balance Tier	Posted Rate	Total Rate
\$1 — \$99,999.99	1.50%	+1.00% 2.50%
\$100,000 — \$199,999.99	1.75%	+1.00% 2.75%
\$200,000 — \$999,999.99	2.10%	+1.00% 3.10%
000,000 — \$2,000,000	2.15%	+1.00% 3.15%

\$2,000,001 & over

0.00%

+1.00%

1.00%

Schedule of Rates

Cash Management	Cash Management
Cash Management	
Monthly Fee ²	\$0
Total Accounts ³ included	2
Total Transactions included	Unlimited
Total Users & Super Users included	1 to 2
Data Storage (months included)	24
EDI Reporting	\$25
CCP Reporting ⁴	\$25
Inter-Company Interest Reporting	\$25
Global Account Reporting ⁵	\$25
Email Alerts	Included

Interac e-Transfer* for business

To send (1-20) (FREE)	\$0 /mo.
To send (21+)	\$1.50 /transaction monthly
To Receive (FREE)	\$0 /transaction monthly
Cancel Transaction	\$5 /transaction

Business Taxes

Transaction Type	Fee
Per transaction fee for all users	\$2.25
Corporate and Commercial enrollment fee ¹²	\$25.00
Minimum monthly fee (for SCO users) ¹³	\$2.00

¹² The enrollment fee applies to ScotiaConnect users. There is no fee to enroll using ScotiaOnline.

¹³ The Minimum monthly fee is charged to ScotiaConnect users when no tax payments are made during the month. This is per PFS setup.

Wire Payment Service

No monthly minimums or maintenance charges

Regular Handling' \$35 per item

Priority Handling\$75 per item

Recalled Wire Payments7 \$25 per Request

Requests For Transfer

- \$5 per transaction

Remote Deposit Service

- \$35 per month

International Money Transfer

- \$5 per transaction

EFT Payment Service^s

No monthly minimums or maintenance charges

- No charges for file submission
- S 1.10 per transaction
- \$100 Pre-fund NSF Fee⁹

Security Tokens

- Physical Token: \$50 per new or replacement token and \$4 monthly maintenance fee per Physical token
- Digital Token: free to download

Schedule of Rates

Cash Management

Monthly Fee ²	\$0
Total Accounts ³ included	2
Total Transactions included	Unlimited
Total Users & Super Users included	1 to 2
Data Storage (months included)	24
EDI Reporting	\$25
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Inter-Company Interest Reporting	\$25
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Email Alerts	Included

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Recalled Wire Payments' \$25 per Request

Requests For Transfer

- SS per transaction

Remote Deposit Service

- S 35 per month

International Money Transfer

- SS per transaction

EFT payment Services

No monthly minimums or maintenance charges

- NO charges for file submission
- S 1.10 per transaction
- S 100 Pre-fund NSF Fee'

Security Tokens

- Physical Token: SSO per new or replacement token and S4 monthly maintenance fee per Physical token
- Digital Token: free to d0%'nload

7.0 COMMITTEE REPORTS

7.1 Financial Statements

Pickleball Moncton Inc.

Income Statement



Year to Date As at July 31, 2025

REVENUE

Membership Fees	\$48,847.74	
Interest Income	326.97	
Drop in Fees	422.15	
Locker Rentals	40.00	
TOTAL REVENUE	\$49,636.86	\$49,636.86

EXPENSES

Rent \$4,000.00

Manager Contract

9,166.68

Repair and Maintenance

1,507.46

Material & Supplies

2,774.74

Professional Services

2,125.00

Food

96.74

Interest and Bank Charges

19.50

TOTAL EXPENSES

\$19,690.12

\$19,690.12

NET INCOME

\$29,946.74

Pickleball Moncton Inc.

Balance Sheet

Year to Date As at July 31, 2025



Assets

Current Assets

Cash \$148,083.15

Petty Cash \$0.00 GIC Investment (note 1) \$5,146.85

HST Receivables \$1,567.10

Receiver General Receivable \$0.00

Total

Fixed(Long-Term) Assets
Ball Machine(Class 8)

Pickleball Moncton Inc.
Balance Sheet
Year to Date As at July 31, 2025



Assets

Current Assets

Cash			\$148,093.15
Petty Cash	\$0.00	GIC Investment (note 1)	\$5,146.85
HST Receivables			\$1,567.10
Receiver General Receivable			\$0.00

Total Current

Assets

\$154,807.10

Fixed(Long-Term) Assets
Ball Machine(Class 8)

\$3,168.24

Court Carpets	\$61,020.00	Accumulated Depreciation (note 3)	
	(\$6,989.10)		

Total Assets

\$212,006.24

Total (Long-Term) Fixed

Assets

\$57,199.14

Liabilities and Owner's Equity

Current Liabilities

Accounts payable (note 2)	\$4,640.00
HST Payables	\$819.72
Receiver General payable	\$0.00
Unearned Membership Fees	\$0.00

Owner's Equity

Total Current Liabilities

\$5,459.72

Retained earnings prior years	\$176,599.78
Retained earnings	\$29,946.74

		\$206,546.52
Other		\$0.00
		\$206,546.52

Total Liabilities and Owner's Equity	\$212,006.24
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Total Retained Earnings

Total Owner's Equity

Note 1 - An amount of 5,000 was placed in a Non-Registered Term Investment Account as collateral in order to get a credit card from the Bank of Montreal. An amount of \$146.85 was earned in Interest

Note 2 - 464 Key Fobs Deposits @ \$10 (to be reimbursed upon the return of key fobs)

Note 3 - Depreciation for this year is not reflected in this amount and will be reflected in the mid year report)

Current Assets \$154,807.10

\$3,168.24

Court Carpets \$61,020.00 Accumulated Depreciation (note 3)
(\$6,989.10)

Total Assets	\$212,006.24	<i>Total (Long-Term) Fixed</i>
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Assets \$57,199.14

Liabilities and Owner's Equity

Current Liabilities

Accounts payable (note 2)	\$4,640.00
HST Payables	\$819.72
Receiver General payable	\$0.00
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<i>Owner's Equity</i>	<i>Total Current Liabilities</i>
	\$5,459.72

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\$206,546.52

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7.7 Training

Training Committee Report August 2025

1) New training schedule for end of Sept. or early Oct.

More information to follow.

2) Some trainers have requested that they get paid and reimbursed for travel.