



**Board Meeting 10 am April 9, 2024**

<b>In attendance:</b>	Gerry Williamson Denis Ross Peter Korecki Maurice Belliveau Thelma Cassidy Garry Uhl Gill Mulligan
<b>Regrets:</b>	Renée Blanchard Andrea Boucher Linda Williams
<b>Presiding:</b>	Maurice Belliveau
<b>Board meeting secretary (notes):</b>	Thelma Cassidy

<b>Time</b>	<b>Agenda item (Notes below)</b>	<b>Adoption</b>	<b>Assignment and/or Action item</b>
	<b>Welcome all</b>		
10 am	<b>Adoption of April 9, 2024 agenda</b>	Moved: Garry  Seconded: Thelma Motion Carried: Yes	
10:05	<b>Adoption March 4, 2024 meeting minutes</b>	Moved: Thelma  Seconded: Garry Motion Carried: Yes	

Time	Agenda item (Notes below)	Adoption	Assignment and/or Action item
10:05- 10:30	<b>In camera session (Private):</b>		
10:30- 10:40	<b>Atlantic's</b> Update: Gerry/Pete Budget: ( <b>Appendix A</b> ) Registration update: Atlantic Regionals is now public and registrations April 1. Update on pro and outdoor event (Moe):		
10:40- 10:45	<b>Meeting with City of Moncton Reps</b> (Verbal update from Moe if required)		
10:45- 10:50	<b>Court Surface</b> Pete and Moe have reached out to the two main manufacturers of these types of court surfaces in hopes to set up a site visit. We are still waiting for one response.  The plan is to have that visit done and reco for the next meeting.	Moved:  Seconded: Motion Carried:	
10:50	<b>Curling event.</b> Still nothing new to report. (We will keep this on future agendas until the event is done)	Moved: Seconded:  Motion Carried:	
-----	<b>Committee Reports</b> -----	-----	-----
10:50- 10:55	<b>Finance: Treasurer (Appendix B)</b> Any Question/Comments?  The revenue from the 52 new members that paid in the month of March are in the Income Statement under membership fees. We applied \$4,895.75 to this year and the other \$13,346.37 of revenue goes to the unearned Revenue in the Balance Sheet, for a total of \$18,242.13 plus the HST.  Move to adopt as presented	Moved:Gerry  Seconded: Denis Motion Carried:YEs	

Time	Agenda item (Notes below)	Adoption	Assignment and/or Action item
10:55- 11:05	<b>Membership</b> a) See report and recos ( <b>Appendix C</b> )  Move to adopt as presented	a) Moved: Denis Seconded: Pete Motion Carried: Yes	
11:05- 11:10	<b>Membership Comms and Marketing</b>  <b>1) Sponsorship update (Gil):</b>  <b>2) Swag (Moe):</b> on-line store closing soon.		
11:10- 11:15	<b>Social:</b> Update <b>Linda: Board liaison</b> <b>-St Patties day debrief:</b> Event was a success and the format of payers changing every two points worked well.  <b>a) -Saturday Night Fever hits PBM</b> This Saturday April 13 <sup>th</sup> the courts will be converted to a disco. Ticket sales are strong. (See budget <b>Appendix D</b> ) <b>Motion:</b> To approve the budget and event.	a) Moved: Pete  Seconded: Gerry Motion Carried: Yes	
11:15- 11:35	<b>Scheduling</b> Denis R. <b>-Report (Appendix E)</b> <b>- Draft Schedule (Appendix F)</b>  <b>a) Motion:</b> That the Open and reservation sessions from 8 a.m. to 10 a.m. except Sunday, be 90 minutes long, i.e. 7 a.m. to 8:30 a.m. and 8:30 a.m. to 10 a.m.  <b>b) Motion:</b> Form a Team Play session at 2 p.m., for Advance players on Sundays  <b>c) Motion:</b> Move the Open from 2 p.m. to 4 p.m. on Sunday, with Self training. (3 courts each)	a) Moved: Denis Seconded: Gil Motion Carried: Yes  b) Moved: Denis Seconded: Thelma Motion Carried: Yes  c) Moved: Denis Seconded: Gil Motion Carried: Yes  d) Moved: Thelma	

Time	Agenda item (Notes below)	Adoption	Assignment and/or Action item
	<p><b>d) Motion:</b> That we temporarily add a reservation session for 3 courts from 2 to 4pm on Saturdays for the month of April.</p>	<p>Seconded: Gil Motion Carried: Yes</p>	
<p>11:35- 11:45</p>	<p><b>Training</b> Update (Garry) a) - <b>Training equipment Request:</b> See attached <b>Appendix G</b></p> <p><b>b) Motion:</b> that we pay for new instructors training for those who commit to coaching for one year at our club.</p>	<p>a) Moved:Garry Seconded: Gil Motion Carried: Yes</p> <p>b) Moved: Garry Seconded: Denis Motion Carried: Yes</p>	
<p>11:45- 11:50</p>	<p><b>Facilities and Ambassador committee</b> (Pete K.) See report: <b>Appendix H</b> Accepted as presented.</p>	<p>Moved: Seconded:  Motion Carried:</p>	
<p>11:30</p>	<p><b>Health And Safety (Andrea)</b> <b>Motion:</b> That we cover out of pocket ambulance related expenses for one of our members to a max of \$200.</p>	<p>Moved:Pete  Seconded: Garry Motion Carried: Yes</p>	
<p>11:50- 11:59</p>	<p><b>Governance (Gerry)</b> 1) Gerry to bring information and recommendations on “conflicts of interest” Disciplinary process update and recommendations. First review <b>Appendix I</b> <b>Board members to review and prepare for questions and motion at next meeting.</b></p> <p><b>Motion:</b> That the board become responsible for any disciplinary issues by following the new (soon to be developed) Policy and disband a separate committee.</p>	<p>Moved: Gerry  Seconded: Garry Motion Carried: Yes</p>	
	<p><b>Next Meeting:</b> Monday May 6th @ Pickleball Moncton</p>	<p>12:09 Garry</p>	
	<p><b>Adjournment (Linda)</b></p>		

**Appendix below**



## Appendix A

### 2024 Picklball Atlantic Regionals - Moncton

#### Pickleball Moncton

#### Host Bid Budget

Revenues			
Item	Number	per unit	Revenue Notes
Registration	410	75	30,750
Events	375	15	5,625 Est: 40 events/25 entries
50/50 Ticket sales (2)			2,500
Sponsorship			7,500 Cash
Swag sales (1)			6,000
Grant - City of Moncton			25,000 Events Moncton
PCO referee grant			20,000
Pro event grant			10,000 City of Moncton
Webstreaming			10,000
<b>Total revenues</b>			<b>117,375</b>
Expenses			
Item	Number	per unit	Expenses Notes
Facility rental			10,000 Coliseum and Agrena
Match officials			20,000 Includes fees and travel expenses
Swage purchase expense (1)			5,000
50/50 prize give away (2)			1,250
CMP League fees and expenses			
Pro event			10,000
Marketing			1,000
Sponsorship sgnage			3,000
Web Streaming			10,000 PCO Grant
Taylorred Pickleball Academy			3,000 Outdoor activity
SJ Ambulance			1,000
Hospitality refreshments			1,000
Security			2,000 food cost
Contingency			5,000
<b>Total expenses</b>			<b>72,250</b>
<b>Net profit or loss</b>			<b>\$45,125</b>

## Appendix B

### Pickleball Moncton Inc.

#### Balance Sheet

Year to date as at April 1, 2024



<b>Assets</b>	
<i>Current Assets</i>	
Cash	\$89,983.11
Petty Cash	\$0.00
GIC Investment (note 1)	\$50,000.00
HST Receivables	\$1,159.67
Receiver General Receivable (note 3)	\$3,095.70
<i>Total Current Assets</i>	<u>\$144,238.48</u>
<i>Fixed (Long-Term) Assets</i>	
Ball Machine (Class 8)	\$2,655.22
Accumulated Depreciation	\$0.00
<i>Total (Long-Term) Fixed Assets</i>	<u>\$2,655.22</u>
<b>Total Assets</b>	<b><u>\$146,893.70</u></b>
<b>Liabilities and Owner's Equity</b>	
<i>Current Liabilities</i>	
Accounts payable (note 2)	\$3,980.00
HST Payables	\$2,720.36
Receiver General payable	\$0.00
Unearned Membership Fees (note 4)	\$48,741.20
<i>Total Current Liabilities</i>	<u>\$55,441.56</u>
<i>Owner's Equity</i>	
Retained earnings prior year	\$49,498.02
Retained earnings	\$41,954.12
Other	\$0.00
<i>Total Owner's Equity</i>	<u>\$91,452.14</u>
<b>Total Liabilities and Owner's Equity</b>	<b><u>\$146,893.70</u></b>

**Note 1** - An amount of 50,000 was invested in a variable rate GIC at the rate of prime minus 2.8%.

At time of investment prime rate was 7.2% so rate of return was 4.4%

**Note 2** - 398 Key Fobs Deposits @ \$10 (to be reimbursed upon the return of key fobs)

**Note 3** - Receiver General Receivables amount of \$3,095.70 is the amount of the HST that is due to the Club and should be deposited shortly when received.

**Note 4** - Unearned membership fees are collected this year, but will only be accounted as revenue in the income statement of next year

# Pickleball Moncton Inc.

## Income Statement

Year to date as at April 1, 2024



### REVENUE

Membership Fees	\$96,591.90
Grants	\$0.00
Donations	\$0.00
Sponsorships	\$0.00
50/50 Ticket Sales	\$662.00
Drop in Fees	\$1,499.68
Rebate From Pickleball NB	\$0.00
Locker Rentals	\$643.48
Other Income	\$0.00
Clothing Sales Commission	\$0.00

<b>TOTAL REVENUE</b>	<b>\$99,397.06</b>	<b>\$99,397.06</b>
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### EXPENSES

Rent	35,075.00
Security	336.39
Material & Supplies	9,000.22
Key Fobs	1,874.25
Advertising & Promotions	2,224.23
Repair and Maintenance	5,422.89
Accounting & Legal Fees	249.99
Interest and Bank Charges	138.50
Heating	-
Food	796.32
Office Supplies	1,750.15
Depreciaton Ball Machine (note 1)	\$0.00
Insurance	\$575.00
Other	-

<b>TOTAL EXPENSES</b>	<b>57,442.94</b>	<b>\$57,442.94</b>
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<b>NET INCOME</b>		<b>\$41,954.12</b>
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# of Members Paid for Summer	202
# of Members Paid for Year 2	328



## **Appendix C**

### **Membership Report**

Next time you decide to take more members, just do it 10 at a time. It would be easier, less phone calls, messages, emails and waiting times for return calls.

You should add the year of birth to the form for the waiting list. This will help you better determine where the new members will play.

The Pickleball Canada membership is up to date. For those who have access, you can now use the (emails or mass email to send messages to the members. Don't forget that you can attach a document, add the Club logo, etc. There is a lot you can do with this). You can also create an event. You have 361 members at the club. On PCO's club page you have:

- 359 members (This includes 3 inactive members meaning that they are paid club member, but they did not renew their PCO membership, and they did not come and play at the club)
- There are 2 missing members on PCO's list (1 that did not renew his PCO membership and did not add Pickleball Moncton as one of his clubs and another one that took PM off his PCO membership).

There are 110 persons on the waiting list. April 5<sup>th</sup>, 2024

## **Appendix D**

### **Saturday night fever**

## Appendix E

### Rapport du comité de la cédule 8 avril 2024

Pour maximiser le matin, on suggère des sessions de 90 minutes. Soit 7 à 8h30 et 8h30 à 10h. On maximise l' Open et les réservations ou la demande est grandissante.

**Motion:** Que les sessions de 8h à 10h, les matins sauf le dimanche soit d'une durée de 90 minutes, soit 7h à 8h30 et 8h30 à 10h.

Team Play le dimanche. Très populaire à 12h et utilisé par les 3.5-. Ils utilisent le Ladder system. Cette session était très populaire avec le 3.5+ mais a été délaissé et aurait préféré jouer à 14h. Le Open à 14h, est en baisse. Six membres dimanche dernier.

**Motion:** Former une session de Team Play à 14h, pour le 3.5+, les dimanches

**Motion:** Déplacer le Open de 14h à 16h, avec le Self training.

Plusieurs championnats et tournois à venir. Bloqué un samedi par mois, de 14h à 22h pour des sessions Tournament Prep à moins qu'il y ait un événement spécial au Club.

Ceci permettrait à nos membres de faire venir leur partenaire de jeu qui ne sont pas des membres. Ceux du Grand Moncton et de l'extérieur au coût de 15.\$ On donnerait aussi la chance aux arbitres actuels et en développement d'utiliser ces sessions pour formation. Pour les arbitres, on ne demanderait pas de payer 15\$ pour la session à moins qu'ils jouent et arbitre.

**Motion:** Bloqué des samedis de 14h à 22h, pour des sessions Tournament Prep à moins qu'il y ait un événement spécial au Club.

Non-membres, coût 15\$ pour ceux du Grand Moncton ou de l'extérieur qui sont partenaires de jeu de nos membres du Club de Pickleball Moncton.

Playtime Scheduler a modifié leur plate-forme pour permettre de s'inscrire à une session à une journée prédéterminée.

De la place est encore disponible lors des sessions Intermédiaire et débutant.

**Motion:** Propose qu'on accepte 20 nouveaux membres.

## Report of the schedule committee

April 8, 2024

To maximize the morning, we suggest 90 minute sessions. That is 7 to 8:30 a.m. and 8:30 a.m. to 10 a.m. We maximize the Open and reservations where demand is growing.

**Motion:** That the sessions from 8 a.m. to 10 a.m., mornings except Sunday, be 90 minutes long, i.e. 7 a.m. to 8:30 a.m. and 8:30 a.m. to 10 a.m.

Team Play on Sunday. Very popular at 12 p.m. and used by 3.5-. They use the ladder system. This session was very popular with the 3.5+ but was neglected and would have preferred to play at 2 p.m. The Open at 2 p.m. is down. Six members last Sunday.

**Motion:** Form a Team Play session at 2 p.m., for 3.5+, on Sundays

**Motion:** Move the Open from 2 p.m. to 4 p.m., with Self training.

Several championships and tournaments to come. Blocked one Saturday per month, from 2 p.m. to 10 p.m. for Tournament Prep sessions unless there is a special event at the Club. This would allow our members to bring their playing partners who are not members. Those from Greater Moncton and outside at a cost of \$15. We would also give current and developing referees the chance to use these sessions for training. For referees, we would not be asked to pay \$15 for the session unless they play and referee.

**Motion:** Blocked Saturdays from 2 p.m. to 10 p.m., for Tournament Prep sessions unless there is a special event at the Club.

Non-members cost \$15 for those from Greater Moncton or outside who are playing partners of our members of the Moncton Pickleball Club.

Playtime Scheduler has modified their platform to allow members to sign up for a session on a predetermined day.

Space is still available during the Intermediate and Beginner sessions.

**Motion:** Proposes that we accept 20 new members.



## Appendix G

### Training equipment Request:

Grip trainer = 64,95 pour un kit de 12.

<https://pickleballtutor.com/start-rite-grip-trainer-set-of-12/>

Magnetic Coaches board x 2 = 54,95 each

<https://pickleballtutor.com/magnetic-and-dry-erase-coachs-board/>

Backswing solution x 2= 59,95 each

<https://pickleballtutor.com/backswing-solution/>

Pickleball airzone x 2= 69,95 each

<https://pickleballtutor.com/pickleball-airzone/>

Total= 654,55 U.S (est \$700 Canadian)

## **Appendix H**

*Pickle Ball Moncton  
Report to the Board of Directors  
Facilities Report  
April 9<sup>th</sup> 2024*

### **Courts**

*Playing surfaces remain safe with a great level of adhesion. There have zero incidents related to slippage in the current reporting period. Our commercial cleaner unfortunately had to dismiss his crew as he detected they were not properly completing the work they were contracted to complete. The principal of Betts Cleaning Surfaces is now doing the work himself.*

*Temperature on the courts is now modulated at 17 degrees Celsius. I have received no complaints regarding temperatures during this reporting period.*

*Line taping maintenance continues once per week. Interestingly on courts #1,2 and 3 the majority of taping is required on the service and kitchen lines. For courts 4,5 and 6 where more advanced play occurs line maintenance can be required everywhere.*

### **Lounge**

*A Social Committee bulletin board was mounted by the far court entrance door. This is a high visibility area which will serve the membership very well.*

*Lounge temperature is set at 21 degrees Celsius, however someone is resetting the temp to 18 degrees. I have discussed this with the Curling Club General Manager and requested the thermostat not to be reduced until mid- May.*

*Lounge carpet flooring will be contract cleaned mid- June during the Atlantic Regionals. This overnight service will not disrupt play, but will require members to replace tables and chairs the next morning. An appropriate notice and signage will ensure all members are aware of this event.*

*The carpet runners beneath the coat rack will be disposed of and new runners installed. The curved edges of the existing runners are a trip/safety hazard.*

*I am searching for replacement wooden coat racks. The metal unit is broken. During the winter periods the weight is too heavy, and the plastic components have failed. When we find the right unit(s) we will purchase and install.*

### **Air Quality**

*No issues at this time.*

### **Guest payments**

*We detected a guest who plays frequently, but had not remitted payment for three sessions. The "Guest ", has since made us whole with catch up payments. There are two issues here:*

- *Does a guest require a member host? I am not aware that this person was hosted by a member. How are they getting onto Playtime scheduler? Or are they simply showing up and having someone let them in? This doesn't seem fair to the people paying full freight, or the people remaining on the waiting list.*
- *How do we ensure payment is made before someone is allowed onto our courts? One idea is to stress that EFT is the preferred method of payment. And then have the guest show where the ETF has been made to the session Lead prior to play? We will still accept cash payments and there are now envelopes with the date and name slots on the front. Your comments and ideas are gladly accepted.*

### **Guest/New Member Ambassador Report**

*We had two registered guests during this reporting period. One from Kentville NS and one from Saskatchewan SK. I sponsored and greeted both guests. Both paid cash, and the funds were relayed to Linda. Both guests thought our facility was amazing, and that the membership was warm and welcoming.*

*Regarding New Members the Board did an awesome job of running the Initiation sessions. I have played with approximately 10 new members in the open play category and everyone is really enjoying their PB Moncton membership.*

*Special thanks to Jen Huntsman for the AER training provided to all Initiation attendees!*

*Report Respectfully Submitted*

*Pete Korecki*

*Chairperson Facilities*

*Pickle Ball Moncton*