



## Board of Directors

September 2nd, 2025, 4 pm

### Minutes

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

Regrets: Monique Brennan

Opening of the meeting at 4 pm.

#### 1. Adoption of September 2nd, 2025, Agenda

Proposed by Garry, seconded by Paul that the agenda be approved as circulated.

Motion carried.

#### 2. Declaration of conflict of interest

No declaration was made.

#### 3. Adoption of August 5, 2025, meeting minutes

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

Motion carried.

	Discussion	Motion (when required)	Follow-up or submitted by
<b>4.0 Old business</b>			
4.1 Strategic planning follow-up	Chair will update the document and it will be shared with members later this fall for their feedback.		Maurice
4.2 Dead spot on courts	The company came in August and laid the floor once again. We got a roller to reduce the issue but the absence of a controlled		Scott

	<p>environment may result in future new dead spots. Perhaps we should consider a maintenance agreement and time the adjustments prior to our peak season.</p>		
4.3 Feasibility study	Report expected in September.		Maurice
4.4 Banking and signing officers	Process initiated to transfer the account to the Scotia Bank.		Emma
<b>5.0 GM report</b>	<p>Our GM has been approached by a previous client and offered a position he could not refuse; therefore he will leave his current position at the end of the month.</p> <p>Coaching rules need to be verified for insurance coverage (when there is or is not a fee for the players), updated, and shared with the instructors. Must also verify if there is a yearly fee to renew coaching certification. Fall schedule will be out shortly. Must notify members if some changes will occur within the schedule when there are openings.</p> <p>Members will be notified in October for their annual membership renewal, So we must decide on the membership fee. Maurice will prepare a note to the members about the increase.</p>	<p>Moved by Emma, seconded by Paul that membership fee will be increase by 10% (\$379,50 ) + taxes beginning on October 1st. Locker rentals will remain the same. Motion carried</p>	Garry and Scott
<b>6.0 New business</b>			
6.1 Big Bright Sun contract renewal	We received the bill from our website management company for our annual subscription of 690\$/yr.	Moved by Gerry, seconded by Gil to renew the contract with Big Bright Sun. Motion carried	Maurice
6.2 Referee training for outside person	This was a Pickleball Canada supported activity to evaluate an outside referee. Moving forward		Scott/Gerry

	PBM should be advised prior to these initiative being conducted at our club, However the Club fully supports this activity.		
<b>7. Committee reports</b>			
7.1 Finance	Financial statements for August will be reviewed at our next meeting.		Emma
7.2 Membership	Nothing to report		Mireille
7.3 Communications	Nothing to report		Monique
7.4 Social	Daniel LeBlanc has agreed to become chair of the social committee and will work with Paul has the board liaison. Thank you, gentlemen.		Paul
7.5 Scheduling			Scott
7.6 Training	See the report. Have a plan for next meeting on training		Garry
7.7 Health and Safety	Nothing to report		Scott (interim)
7.8 Governance	Nothing to report		Gerry

**8.0 For the in-camera session**

Proposed by Emma, seconded by Gil, that Scott Ricketts be appointed as an advisor to the board. Motion carried.

**Adjournment at 17h50 proposed by Garry.**

Next meeting Tuesday October 7, 2025, 16h15, at Pickleball Moncton.

---

**Supporting documents**

**5.0 GM report**

**August Report – GM**

Recompiled the feasibility study and sent it out to waitlist. We had 180 survey responses that were sent back to the city. The city has rejected it as part of the information they are willing to include.

First Newsletter was sent out. Second newsletter will be sent out this week.

New software tested and ready. Because of the timing of this Board Meeting and the newsletter, we will launch the software through the newsletter this week. People will be able to book test courts and play with the software for a week. Playtime Scheduler and Pickle Planner will still be used for booking. Then after a week of learning, they will start booking courts with Court Reserve. This will give everyone lots of time to learn the software and ask questions.

I have prepared an etiquette document that will be included in the newsletter. These are guidelines so that everyone understands the same protocol as we get busier in the Fall.

A training survey will be sent out within the newsletter to help Garry schedule training for the Fall.

I went through all the memberships to confirm players are all Pickleball Canada members. I couldn't confirm 26 people. They were all sent emails and I only had 4 responses that showed those 4 people were Pickleball Canada members. I have set it up in the new system (I can't in the current systems) that the other 22 can't book or join a session until they comply.

Coaching on courts should not be allowed for insurance reasons unless it is sanctioned and run through our club. This means that all training must be promoted by us and players have to register through us. I am triple-checking this before the Board Meeting and will update at that time.

We are going to continue with the current schedule and adjust to maximize court usage. I have been fine tuning the schedule continuously and leaving things that work while changing things that don't work. It doesn't make sense to redo a Fall schedule starting from scratch. I will include the schedule in the newsletter with an acknowledgement that it can change depending on usage.

The most important service that my position can offer is maximizing court usage. Checking courts 2-3 times a day to see if we can adjust. Freeing up courts and maximizing usage is the equivalent of having 1-2 extra courts in the facility.

## **7.6 Training**

Training Committee Report September 2025

- 1) New training schedule currently on hold.

Wait for Court reserve to be up and running  
Waiting for results of training survey.

- 2) Working with Pickleball Canada on Level 1 and Level 2 instructor course in region