



## Annual General Meeting

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**DATE:** Thursday, November 27, 2025

**TIME:** 7 PM

**LOCATION:** Mezzanine Room – North Bay Public Library

**BOD:** Michelle Cundari - President  
 Chris Derochie – Vice-President  
 Debbey Bentley - Secretary  
 Mona Lessard - Treasurer  
 Tina Cadieux - Membership  
 Jeff Richard - Programming  
 Derek Lindeman – Website/Social Media  
 Rob Dowdle - Volunteers

**REGRETS:** Tina Cadieux

**ATTENDING MEMBERS:** Richard Cameron  
 Penny Logan  
 Dennis Logan  
 Tom Cook  
 Cindy Bahm

ITEM	COMMENTS	ACTION
<b>1. Call to Order and Welcome</b>	<p>Michelle called our Annual General Meeting to order at 7:01 PM. Quorum is established as per Article 6.4 in the NBPC Policies.</p> <p>Michelle welcomed the members and thanked them for attending. Michelle mentioned it was wonderful to see our engaged members who contribute to the success of our organization and is excited to discuss our accomplishments and plans for our club’s future.</p> <p>Reminder to all attending to follow Robert’s Rules of Order.</p>	
<b>2. Approval of the Minutes of the Previous AGM</b>	Minutes from the AGM on November 18, 2024, were posted on the NBPC website for members to review as well as on Team Reach in the Spring Summer membership group.	

	<p><b>MOTION:</b> To approve the minutes from the AGM on November 18, 2024.  Moved by: Tom Cook  Seconded by: Penny Logan  <i>Carried!</i></p>	
<p><b>3. Presidents Report</b></p>	<p>Michelle stated she was honoured to present the following President’s Report.  This past year has been one of major change, expansion, and learning—and a year where our community spirit truly shined. Below is a reflection on what our NBPC has achieved, acknowledgement of our challenges, and a look ahead to the next steps for our club.</p> <p><b><u>Accomplishments and Milestones</u></b></p> <p><b><u>Membership &amp; Engagement</u></b>  We continued to see strong membership numbers and high levels of participation across all offerings. We will discuss membership in more detail (in the membership Report) and share highlights from our <b>member satisfaction survey</b>, which gave us valuable feedback to guide future decisions.</p> <p><b><u>Expanded Programming</u></b>  This was a year of <i>growth</i> in our offerings. Our weekly schedule had more variety, structure, and intentionality than ever before. This season we introduced or continued:</p> <ul style="list-style-type: none"> <li>• <b>Ladder Play on Wednesdays</b></li> <li>• <b>Kings Court on Mondays</b></li> <li>• <b>Learn-to-Play sessions</b> for brand-new players</li> <li>• <b>Skills sessions</b> for players wanting focused development</li> <li>• Regular <b>drills, clinics, and drop-in play</b></li> </ul> <p>This expanded lineup allowed us to meet the needs of recreational players, competitive players, and new players entering the sport.</p> <p><b><u>Leadership &amp; Volunteers</u></b>  We absolutely could not have done this year without our volunteer dream team. Rob will talk more about volunteers later, but here’s a quick highlight of our behind-the-scenes heroes:</p> <ul style="list-style-type: none"> <li>• Rob coordinated volunteers—no small task with such a busy calendar of programs and events.</li> <li>• Derek kept our website and social media looking sharp. Thanks to him, even people in neighbouring communities know we exist—and that we take photos of everything.</li> <li>• Jeff led programming overall, building a balanced schedule that supported players at all levels.</li> <li>• Tina was our behind-the-scenes engine, managing registration, website logistics, and countless administrative details that kept everything running smoothly.</li> <li>• Mona, along with her team of tireless volunteers, ran multiple events and kept us organized, informed, and functioning like a well-oiled machine.</li> <li>• Debbey, while recovering from knee surgery, was ever-present—helping where needed, supporting our board, and keeping us on track during meetings.</li> <li>• Chris remained a key leader. He was our primary contact with the City, and his persistence—sometimes known as “productive pestering”—was crucial in moving court upgrades forward. He also generously hosted our</li> </ul>	

	<p>meetings at his home, giving us a comfortable and consistent place to gather.</p> <p>This is what makes our club special - people who show up for one another, pitch in, and keep a sense of humour while doing it.</p> <p><b><u>Competitive Highlights</u></b></p> <p>We hosted the <b>North Bay Open</b>, attracting competitive players from across the region—and proving once again that pickleball players are both extremely talented and extremely willing to stand around talking about paddles for long periods of time.</p> <p>Our players also represented NBPC proudly at the <b>55+ Games</b> and tournaments throughout the province. Some of you brought home medals; all of you brought home stories, which we’ve now heard several times. And we love that for you.</p> <p><b><u>Renovated Courts – First Full Season</u></b></p> <p>This was our first year playing on the newly renovated courts, and overall it was a huge success. We also experienced the natural learning curves that come with adjusting programming to new infrastructure.</p> <p>The upgrades made a noticeable difference to play quality, safety, and the overall experience. And we will continue to expand and refine our programming now that we have this improved home base.</p> <p><b><u>YMCA Partnership – Year Two</u></b></p> <p>This was our <b>second year partnering with the YMCA</b>, providing our members with consistent indoor play throughout the fall and winter.</p> <p>While the YMCA schedule requires some coordination, it has meant considerably <b>less planning on our end</b> compared to past years—while still giving our members reliable indoor access. We continue to work with the Y to make improvements and ensure the partnership benefits everyone.</p> <p><b><u>Algonquin School</u></b></p> <p>By securing playing time at Algonquin 2x/week, we have opportunities to play in the winter for our “still working” members.</p>	
	<p><b><u>Challenges &amp; Lessons Learned</u></b></p> <p>As we grow, we continue to learn:</p> <ul style="list-style-type: none"> <li>• Balancing court time across different groups and skill levels</li> <li>• Managing logistics for full programming, coordinated schedules, and competitive events</li> <li>• Streamlining communication so members are informed and feel included</li> <li>• Continuing to prioritize fairness, accessibility, and a positive playing environment</li> </ul> <p>Each challenge helps us strengthen our systems and improve how we operate as a club.</p>	
	<p><b><u>Looking Ahead</u></b></p> <p>The future of NBPC is strong, and our priorities include:</p> <ul style="list-style-type: none"> <li>• <b>Strengthening community partnerships</b> with local organizations and businesses</li> <li>• <b>Hosting larger tournaments</b> that attract players from across Ontario and increase visibility for our club</li> </ul>	

	<p>We will also continue to evaluate and refine our programming to meet the needs of recreational, competitive, and new players alike.</p> <p><b><u>Closing Remarks</u></b></p> <p>Thank you all for another incredible year. We've built not just a club, but a community - a place where people feel welcome, supported, and inspired to play.</p> <p>Michelle extended her sincere thanks to our Board, our volunteers, and every member who participated, supported, and contributed to the energy of our Club this year. This club works because so many people give their time, skill, and generosity. Michelle stated how proud she is of us. We navigated court renovations, new programs, weather that can only be described as "moody," a record number of knee surgeries, scheduling chaos, tournament planning, and the sheer volume of lost-and-found items left at the courts. At this point, we could open a thrift store (if Mona wasn't around to keep cleaning it up).</p> <p>This club is full of people who show up early, stay late, and volunteer willingly (...or because Rob asked them in person and they couldn't escape).</p> <p>We are who we are because people pitch in—cheerfully, consistently, and sometimes while holding a bag of ice on something that hurts.</p> <p>If we can get through <i>all</i> of that... next year should be a breeze. Or at least a gentle gust that blows the pickleballs back onto our court instead of the neighbour's.</p> <p>Michelle concluded with this statement - "Thank you all for an incredible season. Let's keep building something amazing."</p>	
<p><b>4. Secretary and Treasurers Reports</b></p>	<p><b><u>Secretary's Report:</u></b></p> <p>The meeting information was sent to members on October 26, 2025, by email and posted in Team Reach in the Spring/Summer Calendar as an event. This meets the 30 days prior to the meeting timeline criteria as per the Constitution/Bylaws.</p> <p><b><u>Treasurer's Report:</u></b></p> <p>Mona stepped in for Penny part way through the past year and presents 7 reports to the Executive each meeting. <i>A summary report was provided to those attending and is attached at the end of these meeting minutes.</i></p> <p>Equipment purchases this season were just over \$5,000. Our inventory/assets have an approximate value of \$12,000.</p> <p>Discussion from the report:</p> <p>Nets – we own ours at Algonquin, the City of North Bay (CNB) owns the ones at Bourke, the Y owns their own nets. We also have a few more nets in storage.</p> <p>Cost to play at Bourke ended up at \$9962.08. We cancelled some of our reserved times in September as they weren't being used. No refund for rained out days but if the CNB cancels our court bookings, we are refunded.</p> <p>We expect a small increase in costs to reserve the courts next year.</p>	

	<p>We may need to expand to weekend and afternoon bookings for programs. We can only reserve 6 courts for daily programs but try and get all 8 for special events.</p> <p>The public may be asking for more court use. A suggestion is the CNB could put courts back in at Gertrude as the tennis courts weren't being used this past summer.</p> <p>There is no indication the CNB plans to supervise the courts. They do need to complete repairs at Bourke: drainage at the entrance, and damage where water sits, freezes and causes issues. Chris keeps up with the issues and liaises with the City.</p> <p>Balls go out of the courts often as fences aren't high. There is a gate at the end but probably won't be left open.</p> <p>A fence needs to be added down the middle of the courts. The current dividers are dangerous and someone can get hurt falling over them. A fence was priced out by the CNB at the season end.</p> <p><b>MOTION:</b> to approve the Treasurers as presented.  Moved by: Cindy Bahm  Seconded by: Dennis Logan  <i>Carried!</i></p>	
<p><b>5. Committee Reports:  Volunteer, Membership  and Programming</b></p>	<p><b><u>Volunteer Report: (Rob)</u></b>  We had a fantastic group of volunteers this season and we know that our club's success depends on our volunteers. This season we were able to recognize them at a year-end Volunteer Appreciation event.</p> <p><b><u>Membership Report: (Michelle for Tina)</u></b>  274 SS Members, up 40 from last season  Learn To Play (LTP) sessions were sold out.  Thank you to everyone who filled in our survey about this past SS session.</p> <ul style="list-style-type: none"> <li>• We received 123 responses.</li> <li>• 37 people expressed interest in volunteering for next spring/summer which will be a huge help with programming.</li> <li>• What worked well: <ul style="list-style-type: none"> <li>○ Community &amp; Atmosphere</li> <li>○ Events &amp; Tournaments</li> <li>○ Program Variety</li> <li>○ Communication</li> </ul> </li> <li>• What needs improvement: <ul style="list-style-type: none"> <li>○ Levels: need more consistency (self-leveling isn't working)</li> <li>○ Scheduling: weekend/evening/afternoon sessions to better fit member availability</li> <li>○ Program Capacity: sessions fill up very fast, some members can't get in</li> <li>○ Facility Comfort: more shade, seating, water access (courts owned by the CNB so difficult to add these without their involvement)</li> </ul> </li> <li>• How do we fix these: The Board can look at possibly revamping levels and skill levels, expanding session times with more rental times (fees will increase to cover these costs), will speak with the CNB re: shade, seating, water.</li> </ul>	<p>An email will be sent out to all club members with the results of the Membership Survey and a request for possible solutions to resolve the points identified as needing improvement. (This will be added to our regular Board meeting agenda in January.)</p> <p>The Board will initiate contact with all LTP participants prior to the start of the 2026 SS Session to find out what held them back from joining</p>

	<ul style="list-style-type: none"> <li>• Discussion included: Self-evaluation doesn't work. People who play in tournaments find out where they truly should be. Members often moved up to play with friends. There is better leveling info out there. Another option is giving examples of who is at what level i.e. a 4.0 person is ..., New members don't want to stay playing with beginners and changed levels so only a few people are self-rated as Novice.</li> </ul> <p>Some events and programs are capped because of number of courts and times we have reserved.</p> <p>The Novice group are often people who want to do things together. We had a very successful Novice night at the end of our season, and it was well received.</p> <p>The Y is open play and some players like playing with all levels and assist those learning to play. The Novices don't want to be in a separate group.</p> <p>The club will send out an email with the survey results and will request ideas to improve the things brought forth in the survey.</p> <p><b><u>Programming: (Chris &amp; Jeff)</u></b></p> <p>A committee will be created to work on programming. There will be small steps each year going forward as this season was a big change for the club. There was almost 50% open play and 50% leveled play, which gave everyone an opportunity to try both. Kings Court, Skills and Drills, Ladders, LTP's were almost always full and really enjoyed. If we add more (afternoons and weekends), we need volunteers to run them. There were some complaints about having to wait for a time before getting back on the courts but again, we only have 6 courts reserved during any timeslot. There was no interest in warmup sessions. We need more Level 2 instructors – get a course going this winter.</p> <p>Discussion included:</p> <ul style="list-style-type: none"> <li>• We had long wait times for years when playing at Canadore. Also, people playing at other clubs/out of town pay more than we charge for drop-in and have longer wait times between games. This information comes from players' experience when playing out of town.</li> <li>• Do we split morning times and evening times into 2 sessions: 8-10 AM, 10 AM-noon, 5:30-7 PM, 7-8:30 PM</li> <li>• 4 on 4 off – always dictated by # of players</li> <li>• Play rally point? Games have already dropped to 9 points from 11 (and not win by 2).</li> <li>• Some players weren't showing up until 10 or 10:30 AM and some hadn't left from first thing in the AM so this seems to cause the wait time increase (lasts about a ½ hour).</li> <li>• Players were also showing up after the designated "warmup" times.</li> <li>• Mona has the stats on who played, how often and what times they played.</li> <li>• We could run LTP's every week and fill 4 courts each time. WE expected many of the LTP participants to join the club but only 5/40 did. Could be the reserved times, could be they are playing on public courts outside of our timeslots. Our club will reach out to them before the season starts.</li> </ul>	<p>the club in 2025 and to encourage them to join the club in 2026. (This will be added to the regular Board meeting under deferred until March/April 2026.)</p> <p>Level 2 Coaching Clinic. (This will be added to the regular Board meeting agenda in January 2026.)</p> <p>The CNB will be asked about shade, seating and water for the courts when Chris/Michelle have an opportunity to meet with them.</p>
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	<p>Maybe more Novice nights might make our new people more comfortable.</p> <ul style="list-style-type: none"> <li>• Junior programming was run by Tim Simpson this summer. It was more like a daycare than a group of juniors looking to learn the sport. This won't benefit our club to go in this direction and would take away from the adult club members' programming/playing time. We don't want to stretch our volunteers and Board to thin.</li> </ul>	
<p><b>6. Amendments to the NBPC Constitution and Policies</b></p>	<p>The proposed changes to the Constitution/Bylaws were emailed out and posted in Team Reach on October 26, 2025. No other proposals for changes were received from the membership.</p> <p>Each change was motioned by Debbey and seconded by Mona.</p> <p><b>Current Mission Statement:</b> To promote Pickleball in the North Bay area as an inclusive sport for all ages and all skill levels and provide opportunities for club members to enjoy sportsmanship, comradery, and social interaction with play outside of programs offered by the city.</p> <p>Change to read:</p> <p><b>Mission Statement:</b> The North Bay Pickleball Club is dedicated to promoting and growing the sport of pickleball in our community. We strive to create an inclusive, welcoming environment for club members of all ages and skill levels, fostering sportsmanship, connection and active living.</p> <p><b>Article 1 Board of Directors – Composition, Term of Office, Quorum</b></p> <p><b>Subsection a)</b> Change the number of Directors on the Board from six to <b>eight</b></p> <p><b>Subsection b) Election of Officers:</b> At the AGM, or shortly thereafter, the Directors will elect a President, Vice President, Secretary, Treasurer, Facilities Liaison and Membership &amp; Equipment. Duties of each officer are described in Article 2. Additional duties can be assigned with the agreement of the Directors.</p> <p>Change to read</p> <p><b>b) Election of Officers:</b> At the AGM, or shortly thereafter, the Directors will elect/appoint an Executive comprised of the club President, Vice President, Secretary and Treasurer. <b>The four remaining Directors will each assume one of the following positions: Volunteer Coordinator, Membership, Website/Communication, and Programming/Equipment.</b> Duties of each officer are described in Article 2. Additional duties can be assigned with the agreement of the Directors.</p>	

**Article 2 Board of Directors – Duties, Vacancies, Removal of a Director**

**Subsection b) President:** The President shall be the chief executive officer. The President shall preside over all meetings of the membership and board of directors' meetings. The President shall appoint with the approval of the Board, committee chairpersons and committee members where necessary. The President or their designate shall act as the chief spokesperson and negotiator for club activities.

To read:

**Subsection b) President:** The President shall be the chief executive officer. The President shall preside over all meetings of the membership and board of directors' meetings. The President shall appoint with the approval of the Board, committee chairpersons and committee members where necessary. The President or their designate shall act as the chief spokesperson and negotiator for club activities, **including applying through the City for club court use for the Spring/Summer session at Bourke Courts and at local schools for the Fall/Winter. The President will update the Board on the results of each application.**

*To make the position updates and descriptions more accurate, the proposed changes/additions from f) Equipment and Membership and g) Facilities Liaison (directly below) would become f) Membership, g) Volunteer Coordinator, h) Website/Communications and i) Programming/Equipment.*

From:

**f) Equipment and Membership:** This officer will be responsible for club equipment and monitoring club membership – including sending a welcome email to new members. They will also be involved in facilitating club play where required, ensuring sign in where club activities occur. The Equipment and Membership Director shall perform other such duties as may be assigned to them by the President.

**g) Facilities Liaison:** This officer will be responsible for applying for club court use – including fall/winter use of the local schools and will update the Board on the results of each application. The Facilities Liaison shall perform other duties as may be assigned to them by the President.

To:

**f) Membership:** This officer will be responsible for monitoring club membership – including sending a welcome email to new members, **setting up sessions, events and tournament sign up through our website.** They will also be involved in facilitating club

play by working with the Programming/Equipment Director (and other directors when required) to set up the Spring/Summer session playing schedule. The Membership Director shall perform other such duties as may be assigned to them by the President.

**g) Volunteer Coordinator:** This officer will be responsible for training and coordinating volunteers to run day-to-day morning and some evening sessions for the Spring/Summer session. They will also be responsible for securing insurance for all club events. The Volunteer Coordinator shall perform other duties as may be assigned to them by the President.

**h) Website/Communication:** This officer will be responsible for updating our website, Facebook page and TeamReach with coming events, pictures, and information. The Website/Communication Director shall perform other duties as may be assigned to them by the President.

**i) Programming/Equipment:** This officer will be responsible for setting up club programming for the Spring/Summer session in the evenings and securing coaches/instructors when required. They work alongside the Membership Directors (and other directors if required) to set up a schedule for the morning timeslots. They will also be responsible for equipment provided by the club for day-to-day sessions and events. The Programming/Equipment Director shall perform other duties as may be assigned to them by the President.

## **Section 2: Finances**

### **2.3 Reserve Fund**

Normally a reserve fund is 3-6 months of expenses. To play our Spring/Summer session at Bourke was ~\$10,000, just to rent the courts. We propose to change the amount from \$3000 to **\$6000** so we don't get stuck without funds should something go wrong.

To ensure that the club has sufficient funds to rent all facilities, a reserve fund of **\$6000** be maintained.

Removal of **Policy 2.5 Free Play on First Day. New to pickleball players on their first visit only to a rented facility do not have to pay the drop-in fee.** New players looking to come out and learn/try out the game can participate in the Learn To Play sessions *lead by certified coaches* held throughout the summer. There was confusion over this policy and removing it from the bylaws will remove that issue. As a result, policy 2.6 Drop-In Fees will become 2.5 and 2.7 Banking, will become 2.6.

Housekeeping for **Policy 4.3 Rotation of Players:** Rotation will be decided by an executive member **or designated volunteer**

	<p>present. The rotation used depends upon the number of players and the number of courts.</p> <p>Addition to Policies:</p> <p><b>Article 4.5 Consumption of Alcohol and/or Cannabis, Smoking and or Vaping</b></p> <p>Consumption of alcohol and/or cannabis, smoking and/or vaping is prohibited on the premises of all club reserved activities/events. This rule is in effect for both outdoor and indoor play at facilities reserved by the club, in accordance with City/Facility Bylaws.</p> <p><b>Section 5: Membership</b>  <b>Policy 5.4 Eligibility</b>  Propose changing the age of eligibility from 19 to 18 to match our Waivers and Insurance.</p> <p>All residents of North Bay and the surrounding communities who are 18 years of age and older are eligible for Membership in the club. Directors may use whatever criteria they deem appropriate to decide who is allowed to join the club.</p> <p><b>MOTION:</b> to approve the Amendments to the Constitution and Policies as presented.  Moved by: Cindy Bahm  Seconded by: Dennis Logan  <i>Carried!</i></p>	
<p><b>7. Miscellaneous or Special Business</b></p>	<p>There was discussion around the following:</p> <ul style="list-style-type: none"> <li>• Permanent posts/nets at Bourke where the posts are buried. We asked for this from day one but drilling through the bedrock we were told wasn't an option. The CNB has hired a facility planner to see what the city has. There could be a 5 to 10 year plan to build a shared facility at Omischl. This would involve consultation with both Chris and Michelle. We had hoped to get use of the West Ferris Arena for indoor pickleball but that doesn't look like it will come to fruition.</li> <li>• We need to keep fighting to get that center fence at Bourke and prioritize what is most important. The membership has identified shade, benches, nets and fencing as important.</li> <li>• The CNB provided 2 bike racks last summer. If we need a 3<sup>rd</sup>, we can ask.</li> <li>• There should be a C-Can provided next year so we will have a central/permanent location to store everything. The shed can be used for day-to-day things.</li> </ul>	
<p><b>8. Election of Officers</b></p>	<p>All 8 Board members – Michelle Cundari, Chris Derochie, Debby Bentley, Mona Lessard, Tina Cadieux, Jeff Richard, Derek Lindeman and Rob Dowdle - have agreed to stay on at least one more year if the members are willing to reelect them. We expect some movement at the end of next season and will form a Recruitment Committee to find others willing to become Board members.</p>	

	<p><b>MOTION:</b> to approve the existing Board of Directors of the NBPC for another term.  Moved by: Penny Logan  Seconded by: Richard Cameron  <i>Carried!</i></p>	
<b>9. Adjournment</b>	<p><b>MOTION:</b> to adjourn the meeting at 8:30 PM.  Moved by: Dennis Logan  Seconded by: Cindy Bahm  <i>Carried!</i></p>	



Treasurer's Report Summary  
Annual General Meeting - November 27, 2025

Bank balance as of January 1, 2025	\$9,222.11
Petty cash balance as of January 1, 2025	\$378.00
For a total of	\$9,600.11
Revenues generated as of November 22, 2025	\$37,043.00
Expenses incurred as of November 22, 2025	\$31,510.29
Net profit as of November 22, 2025	\$5,532.71
Total available cash as of November 22, 2025	\$15,132.82
Bank account balance as of November 22, 2025	\$14,872.82
Petty cash balance as of November 22, 2025	\$260.00
Total available cash as of November 22, 2025	\$15,132.82
Minus Reserved Funds as per Constitution	\$3,000.00
Total available cash to start new year	\$12,132.82

Bank reconciliation summary

Balance - Books as of 22-11-2025	\$14,872.82
Balance - Bank as of 22-11-2025	\$12,367.25
Outstanding cheques - Bank - 22-11-2025	-\$1,129.95
Outstanding deposits - Bank - 22-11-2025	\$3,635.52
	<hr/>
	\$14,872.82
	\$0.00

**Included with this summary :**

1. Statement of activities (Income Statement)
2. Statement of activities - Expenses
3. Equipment Purchases Report
4. Equipment Inventory

Report prepared by: Mona Lessard  
24-11-2025