

VICTORIA REGIONAL PICKLEBALL ASSOCIATION

YEAR END FINANCIAL REPORT

July 1, 2021 - June 30, 2022

Contents

1. Monthly Treasurer's Reports
2. Petty Cash Activity
3. Pickleball Canada Membership Fees
4. VRPA Tournaments
5. PayPal Activity
6. Opening/Closing Balances
7. Treasurer's Notes

Monthly Treasurer's Reports

Island Savings Credit Union
Chequing Account

VRPA Treasurer's Report July 19, 2021

Island Savings balance	\$ 17, 224.86*
PayPal balance	917.81
Petty Cash balance	45.25

Island Savings

- \$300 payment to Heather Hood re: Pearkes programs
- * does not include the \$5,000 transfer in from PayPal

PayPal

- \$5,000 will be transferred to Island Savings account

Petty Cash

- no activity

Trackie (the financial application used by Pickleball Canada) figure will be included in future Treasurer's Reports.

VRPA Treasurer's Report

August 23, 2021

Island Savings balance	\$ 20,147.16
PayPal balance	794.72
Petty Cash balance	45.25
Trekkie (PCO) balance	1,100.00

Island Savings

- Payments to Al, Denis and Heather for Summer Programming Instruction at Pearkes

PayPal

- \$113.38 paid to Lone Wolf - our domain manager

Petty Cash

- no activity

Trackie (PCO)

- Membership fees accumulated

VRPA Treasurer's Report

October 25, 2021

Island Savings balance	\$ 14,738.76
PayPal balance	10,648.28
Petty Cash balance	45.25
Trekkie (PCO) balance	1,290.00

Island Savings Activity

- Payments to Denis, Heather and Gavin for Summer/Fall Program instruction at Pearkes (Total \$1157, including bank transaction fee charges.)
- Filing costs of Annual Report filed with Societies Act (\$40); and Bylaw changes charge (\$50)
- Payments to Pearkes - Facility rental for Fall programming
September rental fee: \$2150, October rental fee: \$ 2016

PayPal

- Balance \$10,648.28. (Fall programming registration fees.)
- At October 24, I authorized transfer of \$9,000 to the Island Savings account.

Petty Cash

- no activity

Trackie (PCO)

- \$1290 Membership fees accumulated.

Payables

November 1 (\$2150.40) and December 1 (\$2150.40) rental fees to Pearkes

VRPA Treasurer's Report

November 22, 2021

Island Savings balance	\$ 18,900.51
PayPal balance	5163.18
Petty Cash balance	31.25
Trekkie (PCO) balance	475.00

Island Savings Activity

Payments:

801.00	Queen City (nets)
920.25	Connie McCann (Cedar Hill deposit, \$200 for tourney door prizes)
104.59	Virginia Jacklin (P.ballBrackets.com fees, bleach to clean balls)
1612.80	Pearkes November rent
390.61	Virginia Jackin (P.ballBrackets.com fees)
29.00	refund to Pearkes Partner Play participant
980.00	refund to Partner Play participants re: Pearkes closure
255.00	instructor fees re: Pearkes programming
601.00	instructor fees re: Pearkes programming
301.00	instructor fees re: Pearkes programming

Receipts:

9,000.00	transferred from PayPal (program registration)
1,240.00	transferred from Pickleball Canada (membership fees)

PayPal Activity

- Balance \$5,163.18 (Fall programming, tourney registration fees.)

Payments

68.25	Christmas tourney medals
198.81	Balls

Petty Cash Activity

\$14.00 paid to Beverly de Haitre for organizing Partner Play

Trackie (PCO) Activity

\$1240.00 transferred Membership fees accumulated.

Payable

\$2150.40 December rental fees to Pearkes.

VRPA Treasurer's Report

January 10, 2022

Island Savings balance	\$ 25,535.13
PayPal balance	1,609.17
Petty Cash balance	20.27
Trekkie (PCO) balance	80.00

Island Savings Activity

Facilities rental payments to Pearkes

Tournament expenses paid out to Trish, Jan, Connie

Monthly payment to Adams Storage

Payment to Connie re: supplies for setting up storage locker

Income transferred from PayPal \$9000.

Income transferred from Trackie \$2,185

Deposit - refunds not collected for Cedar Hill participants

PayPal Activity

Transfer out to Island Savings \$9000

Refunds re: 4 drop-outs for Cedar Hill programming

Petty Cash Activity

Payment to Trish re: photocopying

Trackie (PCO) Activity

Transfer out to Island Savings \$2185

VRPA Christmas Tourney 2021

Income

64 participants @ \$25	1,600.00
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Expenses

Pearkes rental	1344.00	
Medals cost	68.21	
Door prizes	200.00	
Snacks	197.81	
Photocopying	<u>10.98</u>	
Total		<u>1821.00</u>
Balance		\$ - 221.00

VRPA Treasurer's Report

February 7, 2022

Island Savings balance	\$ 24,196.56
PayPal balance	473.95
Petty Cash balance	20.27
Trekkie (PCO) balance	430.00

Island Savings Activity

Facilities rental payment (February) to Pearkes \$2163
Monthly payment to Adams Storage \$115
Payments to Connie re: supplies \$190.00
Income transferred from PayPal \$3000.
Purchase of 3 nets \$600
Payment to Virginia re: Pickleball Brackets fees \$77
Naden rental payments \$1214, \$720

PayPal Activity

Transfer out to Island Savings \$3000
Registration income for programs

Petty Cash Activity

None

Trackie (PCO) Activity

None

Payables

Instructor fees for programming:
Denis Harrigan \$300
Heather Hood \$600
Roger Graves \$300
Paul Fitzgerald \$180

VRPA Treasurer's Report

March 21, 2022

Island Savings balance	\$ 25,500.98
PayPal balance	614.18
Petty Cash balance	20.27
Trekkie (PCO) balance	0

Island Savings Activity

- Transfers in from PayPal (\$4000) and PCO (\$890)
- Bursaries to Coaching Certification participants
- Reimbursement to me for Pearkes rental cost and cash payments to participants re: Cedar Hill School canceling a Thursday session
- Instructors payments - Heather, Denis, Paul
- Payments to Christ Church Cathedral School and Naden (portion to be refunded because of cancellation)
- Bursary payment to Bev - to be repeated because I had incorrect email address; received notice from Interac, but can't find transaction details on-line from Island Savings "e-transfers". So I can't cancel it. It does appear in the monthly transaction statement. A corrected e-transfer has been initiated. I will telephone Island Savings re: cancellation of first payment.
- Some direct e-transfers in for program registration fees.

PayPal Activity

- Transfer out \$4000 to Island Savings
- Payment for 'start up fees' to Pickleball Central re: June Tournament
-

Petty Cash Activity

None

Trackie (PCO) Activity

- Transferred out \$890 to Island Savings

VRPA Treasurer's Report

April 24, 2022

Island Savings balance	\$ 22,705.65
PayPal balance	75.72
Petty Cash balance	20.27
Trekkie (PCO) balance	0

Island Savings Activity

- Transfers in from PayPal (\$1700) and PCO (\$340)
- direct e-transfers in for program registration fees.
- Reimbursement to Connie re: stationery/office supplies
- Reimbursement to Judy re: Winter/Spring Pearkes rental
- Payment to Roger Graves for instructing in place of Paul Fitzgerald

PayPal Activity

- Transfer out \$1700 to Island Savings

Petty Cash Activity

None

Trackie (PCO) Activity

- Transferred out \$340 to Island Savings

Payables:

Christ Church School - awaiting invoice

Pearkes - June tourney - \$3124.80

VRPA Treasurer's Report

May 30, 2022

Island Savings balance	\$ 28,967.98
PayPal balance	386.26
Petty Cash balance	20.27
Trekkie (PCO) balance	190.00

Island Savings Activity

- incoming e-transfers for program registrations
- payments to Connie and Damaris re: supplies
- payments to Adams storage, Cathedral School gym rental, Pearkes tourney rental, instructor fees to Paul Fitzgerald, support to Vancouver Island Pickleball Association (Ken Holman)
- \$8,000 transfer in from PayPal

PayPal Activity

- tourney registrations
- transfer out \$8,000 to Island Savings

Petty Cash Activity

None

Trackie (PCO) Activity

- \$190 balance left, will clear account at June 30 (VRPA Year End)

VRPA Treasurer's Report

June 20, 2022

Island Savings balance	\$ 23,666.72
PayPal balance	1,056.20
Petty Cash balance	20.27
Trekkie (PCO) balance	320.00

Island Savings Activity

- incoming e-transfers for program registrations
- payments to Jan, Mary for tourney expenses, Naden rent, Adams Storage
- membership income
- \$1000 transfer out to Paypal

PayPal Activity

- tourney refunds
- includes \$1000 transfer in from Island Savings to pay for Pickleballtournaments.com invoice (approx. \$625 CDN)

Petty Cash Activity

None

Trackie (PCO) Activity

- \$320 balance left, will clear account at June 30 (VRPA Year End)

Petty Cash Activity

	Petty Cash Fiscal Year July 1/21-June 30/22			
30/06/21	Petty Cash Fund brought forward			50.30
11/07/21	Beverly de Haitre - facilitator Partner Play	Bev	15.00	
12/11/2021	Trish Main - tournament photocopying	Trish	10.98	
06/30/2022	Island Svgs Member fees: J.Langford, V.Jacklin	JL, VJ	10.00	
				35.98
	Balance			14.32

Pickleball Canada Membership Fees VRPA Portion

Pickleball Canada Membership Income			
		\$	
2021	July	275	
	August	85	
	September	80	
	October	95	
	November	510	
	December	1,400	
	2022	January	500
February		420	
March		300	
April		290	
May		120	
June		130	
			4,205
Membership Fee Transfers from PCO to VRPA			
		\$	
2021	October*	1,240	
2022	January	2,185	
	March	890	
	April	340	
	June	330	
			4,985
	*includes \$770 membership fees from January 1, 2021		

VRPA Tournaments

VRPA Christmas Tournament 2021				
Income				
64 participants @ \$25		1600.00		
Expenses				
Pearkes rental cost	1344.00			
Medals	68.21			
Door Prizes	200.00			
Snacks for participants	197.81			
Photocopying	10.98			
Total Expenses		1821.00		
Loss		-\$221.00		

2022 Island Classic Pickleball Tournament

	Budget	Actual
Income		
Registration	8,200.00	9,150.00
Madsen/Langlois Real Estate	1,500.00	1,500.00
National Bank of Canada	2,000.00	2,000.00
	11,700.00	12,650.00
Expenses		
Pickleball Tourney com	600.00	565.91
Paypal Transaction fees	375.00	309.45
Paper	50.00	62.13
Print Cartridge	75.00	22.58
WIFI	25.00	0.00
Printing	60.00	45.40
Wrist bands	150.00	83.64
Food	1,500.00	1,132.36
Medals	800.00	700.69
Door prizes	200.00	200.00
Contingency	500.00	-
Facility Rental	4,166.00	4,567.76
Table/Chair Rental	180.00	202.25
Balls	0.00	0.00
Sound system rental	60.00	20.00
Miscellaneous Supplies	20.00	291.72
Registration Refunds	0.00	480.00
	8,761.00	8,683.89
Total Income	\$2,939.00	\$3,966.11

Continued....				
2022 Island Classic Expenses - detail				
Food expenses				
Domino's Pizza	251.42			
Quality Foods - buns	330.66			
Costco - crackers	25.96			
Walmart - dried fruit	10.97			
Dollarama- plates, cloth	11.77			
Dollarama - hand wash	11.77			
Shoppers - sanitizer	10.50			
Costco - napkins, plates	60.45			
Dollarama - rice crackers	10.64			
Costco - vegies, cheese	212.95			
Walmart - vegies, cake	72.44			
Dollarama - gloves, board	6.72			
Walmart - fresh fruit	48.65			
Walmart - sweets	49.75			
Walmart - garlic bread	17.71			
		1,132.36		
Miscellaneous Supplies				
Mary - paper tablecloths	16.80			
Connie-stamp, ink pad	16.90			
Damaris - batteries	17.00			
Connie - name tags	15.57			
Connie - badges	20.14			
Connie - cable ties	21.26			
Connie - 50-50 tickets	56.90			
Connie - pencils, sanitizer	21.24			
Connie - tickets	2.24			
Connie - sharpies	12.30			
		200.35		
Sundry expenses				
USAPA membership	46.27			
First Aid Kit VRPA suppl.	45.10			
		91.37		

PayPal Activity Summary

PayPal Activity Summary 01/07/2021 - 30/06/2022				
	CAD	USD		
Beginning Available Balance	5904.15			
Payments received	39090.93			
Payments sent	-1542.49	-438.00		
Withdrawals and Debits	42204.98			
Deposits and Credits	1000.00			
Fees	-1288.09			
Chargeback	100.00			
Transfers	592.56	438.00		
Ending Available Balance	266.96	0.00		

Opening and Closing Balances

VRPA FINANCIALS FISCAL YEAR JULY 1, 2021 - JUNE 30, 2022 ACCOUNT BALANCES

Account	Balance at July 1, 2021	Balance at June 30, 2022
Island Savings Credit Union	17,525.86	22,801.93
PayPal	608.67	266.96
PCO Trackie Membership Fees*	0	10.00
VRPA Petty Cash	50.30	9.32

* Pickleball Canada instituted the Trackie system mid-term.

See accompanying sheets for supporting documentation of transactions in the fiscal year.

Treasurer's Notes

1. Bank Statements - Island Savings Credit Union

There were 187 transactions in the fiscal year, including automated payments to Adams Storage, a number of e-transfers received from participants in VRPA programming, e-transfers of payments to instructors, e-transfers to reimburse VRPA Board members for expenses paid, cheques for facility rentals. The account requires two signatures for every outgoing funds transaction (cheques and e-transfers). Connie McCann, Gilles Pellerin, Damaris Brix, Virginia Jacklin and myself have (or had, as in the case of Gilles, who needed to resign from the Board mid-term) signing authority on the account. Hard copies of the bank statements are available for review. They are attached to the original copy of this report.

2. Accounts Payable

Hard copy documentation of invoices paid are attached to the original copy of this report.

3. Petty Cash

Hard copy documentation of transactions are attached to the original copy of this report.

4. Financial Report

If any VRPA member would like to review the financial documents or statements, please get in touch with me.

5. I have been the VRPA Treasurer for four years and I am resigning from this position. My hope is to continue in a different capacity on the Board.

Judy Langford