

# Victoria Regional Pickleball Association

## Minutes

Monday, March 18, 2024 at 3:15 p.m.

At Judy Langford's House

### **In Attendance**

Connie McCann, President  
Tessa Graham VP, Director  
Damaris Brix, Secretary (via Zoom)  
Joanne Rykers, Treasurer  
Judy Langford, Director  
Lindsey Stene, Director (via Zoom)  
Trish Fougner, Director  
Kerry Pridmore (via Zoom)

### **Guest:**

Trish Main

### **Approval of Minutes**

The minutes of the February 2024 board meeting were approved as presented and will be posted on the website.

Old Business

### **Youth Programs**

Kathy Sarton has not yet finalized a budget for the youth program. She is waiting for information on equipment costs.

### **Special Guest Trish Main**

Trish Main, VRPA president from 2016 to 2021 provided background information on the Tennis BC/Pickleball BC Report, along with the history of VRPA and PBC discussions re courts and building more facilities. Very early on VRPA developed a plan of working toward dedicated courts rather than shared use.

The committee went on to discuss an appropriate response to the Regional Pickleball Strategy which has been sent out to members for comment. While Pickleball hubs are key, VRPA does not want community courts to be decommissioned in the process. VRPA will not be advocating for more lines to be painted on tennis courts. Creative solutions are needed.

### **Membership Report**

Damaris advised that as of today's date there are 842 members. Damaris will reach out to those expired members who typically play in the Victoria Classic tournament as they will need to be a member of PCO (which is included in VRPA membership).

## **Victoria Classic Budget**

Connie met with Krista Josselyn (TD), and Cathy Wong (Event Coordinator). The budget shows a deficit of \$355. Although we can't adjust the registration fee of \$50, a per event fee of \$5 could be added. Damaris questioned why the budget for refund fees was so high. Connie will look into this. More sponsorships could still come in to offset the deficit.

## **Financial Report**

Joanne had previously sent out the financial report.

The Board agreed to contract Debbie Davis to implement the SAGE accounting system. She will create the necessary electronic files and enter the financial data for January and February 2024. The contract will be for a maximum of 40 hours at \$50/hr. Once the accounting system is established, we will reassess how we want to move forward to maintain it. Connie reported that she reached out to two other accounting firms and was told they aren't taking on new clients. The treasurer will oversee Debbie's work.

Debbie has recommended that we issue tax information slips for our contractors. This discussion will take place at a later date.

## **VRPA Strategic Plan**

Kerry Pridmore will be working with the Board to develop a Strategic Plan to:

- provide clear accountability
- identify VRPA Opportunities/Challenges, Strengths/Weaknesses
- define the principles of how the Board works as a team
- and offer solutions for any pain points

Kerry proposed that she do individual interviews with board members, and then at a later date have the group come together for a half or full day session to work through her recommendations. Trish suggested that document storage be part of the strategic plan discussions.

## **VRPA Bursary Program**

The Board reviewed the updated bursary application and suggested a few minor changes. Last year we had no applications, but this year there are many more opportunities for courses. Instructors now have the added expense of getting a Criminal Record Check to coach for the municipalities, however there is no charge for a CRC for volunteers.

Connie felt strongly that this program supports our membership and builds the professional component of our organization in keeping with the VIA Sport

recommendations. Several of our qualified coaches and referees go south in the winter so we need to build up our base.

Trish will update the Bursary application with the recommended changes and create an email to be sent out to the membership regarding the bursary program.

The board approved a budget of \$1,200 for bursaries in 2024 , taking into account that \$600 was not used last year.

### **Women's Tournament Update**

Connie will send a report by email on this item.

### **Reffing Program**

Tessa has organized several opportunities for the refs-in-training to ref practice games. The majority of the group have volunteered to ref matches at the upcoming tournaments and will receive an honorarium for each match they ref. Connie pointed out how critical it is to have a "command" voice to be an effective ref.

### **Facilities Update**

Judy had previously circulated a job description for the Facilities Manager. She said the position is manageable and that one of the most important aspects of the position is having good communication with the Program Manager. There was a discussion on the specifics of our fall rentals at Pearkes and First Met as the contracts are due soon. When Judy is on holiday she will have an automated response go out from her Facilities email address with general information provided. Tessa volunteered to have her name listed for further enquires if needed.

### **Swift Nets**

The discussion on the purchase of Swift nets will be deferred until the next meeting.

Connie advised that Esquimalt has ordered 4 nets from Tru Court

### **President's Report**

Connie advised that the temporary programmer contract for Esquimalt will run until the end of June. Maureen will be responsible for finding facilitator replacements and tracking instructor hours. She will be an 'organizer' for DUPR to enter match results for the leagues.

**Next Meetings:** April 15, May 13, June 17, July 15, Sept 16. (no meeting in August)

Meeting adjourned at 5:27 p.m.