

Victoria Regional Pickleball Association

Minutes

Monday, April 15, 2024 at 3:00 p.m.

At Connie McCann's House

In Attendance

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

Regrets:

Judy Langford, Director

Approval of Minutes

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

Old Business

Swift Nets

Connie advised that the purchase of Swift Nets has been put on hold.

Victoria Classic Budget and Update

Connie advised that David Langlois of Madsen Langlois has committed \$2,000/year for 4 years in sponsorship for the June tournament. They have the first right of refusal for the tournament name which will be known as McDonald Realty Victoria Classic. Other sponsors include Shift Solar and Thrifty Foods. Trish offered to follow up with Telus and inquire why they declined our application for sponsorship.

Membership Report

Damaris advised that there are 884 members. There are approximately 150 people who did not renew their membership from last year.

A suggestion was made to give VRPA members an early registration date for the June tournament. This may be introduced next year.

Financial Report

Joanne reviewed the financial reports prepared by Debbie Davis. Deb has set up an electronic accounting system for VRPA, using the "Simple Accounting" program. She has completed the entries for January, February, and March and generated the Comparative Incomes Statements for the 3 months, Balance Sheet, and Project Income Statements. Joanne will get clarification on the difference

between equity and current assets. Deb is willing to continue to provide bookkeeping services, for the current rate of \$50 per hour, and estimates a cost of 4 hours per month to do this. Joanne recommended that Debbie be retained for this service. The Board agreed and approved the recommendation.

Debbie has advised that T4 slips should be issued for those of our contractors earning over \$500. Joanne will approach our coaches and other contractors to get their SINs for the 2024 tax year.

Strategic Planning

Kerry thanked those board members who have already met with her to begin discussions on the development of a strategic plan. Kerry also plans to talk to Trish Main, Malcolm Macaulay and Paul Fitzgerald to get their perspective. Sometime after the June tournament a full-day meeting will be held for the board to do strategic planning. It was suggested that the perspective of young people would be an asset. Kerry will follow-up with a couple of younger members to see if they wanted to contribute their thoughts re strategic planning which might set the stage for them running for a board position in the future.

Youth Program Report

Trish and Kathy previously distributed to the Board information on the youth initiative including its history, a timeline, potential grants and a budget. The youth program will initially focus on the PISE family day event, and lessons at Northridge Elementary PE classes. Pickleball BC has approved a grant of \$500 which VRPA will match, and the Northridge PAC will donate \$380. This total of \$1,380 will be used for instructional time. The Board approved the budget submitted for the Youth Program which included 4 new nets, 30 paddles, balls and equipment carriers for a total of \$2587.20

Victoria Curling Club

The Victoria Curling Club has approached VRPA about providing pickleball in the rink from mid-May to the beginning of August. The Board felt that this would be a good opportunity in the future, but putting together a program this summer would not be possible. Trish and Tessa will talk to the manager and advise him that we would be interested in doing something next year, but would need more lead time. This will be discussed further at our strategic planning meeting.

Honorarium for Tournament Director

On March 20, 2024 Tessa Graham polled the board by email for their support of a \$500 honorarium for our tournament directors to acknowledge the value we place on this critical position. The Board was unanimous in approving an honorarium of

\$500 for the TD for both the Berwick/UVIC Women's tournament and the Macdonald Realty Victoria Classic for 2024 and in the future. A discussion for an honorarium for the Christmas tournament TD and other events will be held at the June Board meeting. It was also agreed to establish a gift certificate of \$100 for the event coordinator for these two tournaments. This will be added to the tournament budgets.

Programmer Job Description

Joanne and Lindsey submitted an updated job description for the programmer. The new job description limits the purview of the duties and provides for more direction from the board. The programmer will not be responsible for the development of new programs, but rather for the implementation of the programs that have been established. Joanne and Lindsey suggested that the title be changed to Program Coordinator, rather than manager. The program coordinator will work with the facilities manager, but under the direction of the president or board designate.

Connie has been doing the programming herself and explained the extent of the work involved. Templates are now in place so it should be easier moving forward. The board discussed whether a Camosun or UVIC Co-Op student could be hired to develop the programs. Connie will look into this.

The Board approved the new job description for the Program Coordinator and recommended a rate of pay of \$30/hr. The contract will be for a total of 150 hrs – 50 hrs for start-up, and 100 hrs for maintenance.

The fall contract will start August 1st. The Winter/Spring contract start date will be discussed at the next board meeting.

DUPR Message to Members

Connie advised that an email will be sent out to members about the implementation of the DUPR system for 3.5+ league and ladder play at Esquimalt this summer. Game results will be entered into DUPR by our program coordinator. Players in the lower leagues will be encouraged to enter their own results when all 4 players agree to it.

Reffing Update

Tessa advised that there were 10 trainee refs at the Berwick/UVIC Women's tournament. They reffed 5-14 games each for a total of 118 games. On May 18th Rick Folk will be assessing the trainee refs and recommending them for Level 1 certification. Thank you, Tessa, for implementing the reffing program. Without qualified refs we cannot run sanctioned tournaments.

President's Report

Esquimalt programs will be registered through Esquimalt

On June 14/15 there will be clinics put on by Poach. We are still waiting to hear if Steve Dekin will be able to put on a clinic for us.

Connie will be away for several weeks and has designated who will manage things in her absence.

Next Meeting

Monday, May 13th at Tessa' house at 3:00 p.m.

Meeting adjourned at 5:10pm