

Victoria Regional Pickleball Association

Minutes

Tuesday, December 17, 2024

At Judy Langford's house

In Attendance

Connie McCann, President

Tessa Graham, Vice-President

Judy Langford, Director

Damaris Brix, Secretary (via Zoom)

Trish Fougner, Director (via Zoom)

Joanne Rykers, Treasurer

Lindsey Stene, Director (regrets)

Kerry Pridmore (regrets)

The minutes of the November Board meeting were reviewed and approved as amended.

OLD BUSINESS

Connie reported that the SPPA membership was 100% in favour of disbanding their association and joining VRPA. VRPA will need to pass a special resolution at the AGM to accept the amalgamation. SPPA and VRPA will both inform BC Societies. Connie will make an announcement to the members on the amalgamation

NEW BUSINESS

The purpose of the meeting was to review and approve the draft budget submitted by the Finance Committee. The budget is based on year-to-date income totals up to November 30, 2024 extrapolated to December 31st.

Joanne explained that revenues and expenses are collapsed into categories. Specific items such as Tournaments, Youth projects, Partnership projects, Referee Training will all have unique Project budgets, which are generated when the project is approved by the Board. She noted that it is tight between the expected revenues and expenses. It is the Board's mandate to approve these numbers.

The committee reviewed each budget item.

REVENUES: \$207,530

1. Membership Fees: \$11,000 Approved

This is based on 1100 members @ \$10 with no projected fee increase. The PCO fee is set for 2025, PBC raised its fee from \$2.50 to \$5.00. Connie advised that if we wanted to raise our membership fees it would have to be taken to our membership for December 31, 2025. Connie and Tessa were both comfortable with an anticipated membership of 1100. Damaris wondered if we would have that many members next year given that some individuals are finding our programs expensive and there are other options to play such as at UVIC.

2. Class/Program Registrations: \$141,730 Approved
There could be a fee increase in September 2025 to offset rising facility and instructor costs.

3. Tournament Fees: \$33,000 Approved
1111111111111111The budget shows higher revenues from last year due to an expected increase in the number of players in the April and June events. Tessa questioned if there would be increased revenue at the June tournament. If it moves to 3 full days, there are increased rental costs. She felt that the number of players might not increase significantly, but just be categorized differently in, say, a 55+ age group. However, it was agreed that the April tournament will have double the courts so overall tournament revenues will go up. Donations and sponsorships are essential but take work to obtain.

4. Registrations outside VRPA: \$5,000 Approved
This budget item has been reduced from last year due the fact that we have nothing scheduled for Crystal Gardens or Esquimalt. Joanne spoke of the importance of having a written agreement and a budget. There was some question on how one determines a budget if it's unknown how many people will register. After some discussion it was agreed to keep this figure at \$5,000. If something is set up at Esquimalt Tessa will oversee it and make sure that they pay VRPA monthly. Connie will put something together for the event at the City.

5. Private Clinics: ~~\$5,000~~
It was agreed to remove this Budget item. If we do any private clinics, they will be handled as a special project.

6. Community Support/Donations: \$16,800 Approved
The includes tournament donations and the grant of \$8,600 allocated for Activating Youth Pickleball, and the \$2000 for the youth program.

EXPENSES \$207,530

- 1-3: General Administration \$2,820 Approved
These 3 budget lines cover the Bookkeeper (48 hrs @ \$50), courier, postage etc.

4. Program Manager: \$21,000 Approved
This is based on 600 hrs @ \$35. Liam has worked approximately half of his contract hours. However, all the programming is now complete so the remaining hours in his contract should be sufficient for the maintenance. Connie made it clear that Liam's hours are only to go to VRPA programming. i.e. any potential programming on behalf of Esquimalt would be outside of Liam's existing contract.

5. Instructors: \$34,000 Approved
Connie suggested holding off on a discussion on wages until a full review can be done

6. Private Clinics: Removed
If private clinics are offered they will be managed as Special Projects
7. Work Safe: \$810.00 Approved
No option on this
8. Equipment Purchases: \$7,000 Approved
This expense has increased by \$2,000 and covers nets, balls, and paddles, etc.
9. Fees - Stripe: \$1,100 Approved
This platform is used for tournament payments (previously done thru PayPal)
10. Fees - Sign-Up Genius \$10,580 Approved
Sign-Up Genius charges a percentage plus \$.50/transaction. The Board wondered if there is a cheaper platform for program registration.
11. Fees – Pickleball Canada \$20.00 Approved
A buffer if required for membership anomalies
12. Fees – Interest & Bank Charges \$250 Approved
It was suggested that we investigate whether there is a different type of account that doesn't charge fees. Joanne thought the fees were reasonable.
13. Office Supplies: ~~\$2200~~ Increased to \$2400 Approved
This covers a new printer, cartridges, paper. Tessa suggested that this item be increased to \$2400 to cover the cost of the printer. Connie recommended that the new printer be kept by the president unless needed for tournaments.
14. Facilities Rental: \$95,000.00 Approved
This figure allows for a 10% increase. There was a discussion around the different values of the courts: 3.5+ players will not play at First Met, and instructors there only want to use 2 of the courts as they don't want to instruct 12 players. This means we are paying for a court we aren't using. It might be time to have a hard conversation with instructors there. She wondered if we could do some programming at VPC. Connie was against this idea saying that our membership is primarily in the city core, and now also on the peninsula while VPC caters to the Westshore.
15. Repair & Maintenance: \$500 Approved
This item is less than last year as the locker upgrade is complete.
16. Storage Rental: \$1700 Approved
Adam Storage cost
17. Training Bursary: \$600 Approved

There is a backlog of people wanting to get trained. It was noted that some individuals who have received a bursary are not able to coach as they work during the day.

18. Mini Tournament Prizes: \$750 Approved
This item has increase from last year at Connie's request.
19. Tournament Expenses \$14,000 Approved
This covers WIFI, food, honorariums, medals, prizes, printing costs, etc
20. Community & Youth Development ~~\$12,600~~ \$15,000 Approved
\$8,600 Activating Youth Pickleball
\$2,000 Youth program
\$2,000 Donated to PBC
It was agreed to add \$2400. Connie would like to offer the city something for Topaz Park such as a clock, hooks, reader board, bench etc

Joanne will take the above changes back to the bookkeeper. On January 13th the Board will approve the final budget.

Ratings

Tessa raised the issue of individuals signing up for programs above their skill level. She proposed that for programs above 3.5 that people express interest but their registration not be finalized until the instructor verifies that they are at the appropriate skill level. She suggested that this be piloted in the fall for two sessions. She pointed out that DUPR was tried at Esquimalt with no success. People can manipulate their DUPR rating by not recording their losses. To make this work we need a strong communication plan from VRPA.

The Board agreed that over self-rating is an issue, but there wasn't consensus as to what extent the Board should be involved. This will be discussed more at a future meeting.

Meeting adjourned at 4:54 pm.