



**BOW VALLEY PICKLEBALL ASSOCIATION**

**2024 ANNUAL GENERAL MEETING**

**FEBRUARY 20, 2025 at 7:00 PM**

**ELEVATION PLACE, ROOM 212**

**AGM DOCUMENTS PACKAGE**

**BOW VALLEY PICKLEBALL ASSOCIATION**  
**NOTICE OF 2024 ANNUAL GENERAL MEETING (AGM)**

**February 20, 2025, from 7:00-8:30 PM**

**Elevation Place, Room 212**

**700 Railway Avenue**

**Canmore Alberta T1W 1P4**

Dear Bow Valley Pickleball Association Members,

As required by Alberta Societies Act, please accept this as formal notification to the membership of Bow Valley Pickleball Association for the association's 2024 Annual General Meeting.

The Bow Valley Pickleball Association Annual General Meeting shall be held on February 20, 2025, from 7:00 to 8:30 PM at Elevation Place, Room 212.

All Bow Valley Pickleball Association members in good standing are invited to attend in person. Our current bylaws do not permit online participation in our AGM; however, if requested, special accommodation may be made.

A complete AGM materials package will be emailed to all BVPA members in good standing and will also be posted to the public on the BVPA website on February 3, 2025.

Preregistration for the AGM will be made available to members in good standing on February 3, 2025.

Kind regards,

Bow Valley Pickleball Association

Dated and sent: January 10, 2025

**BOW VALLEY PICKLEBALL ASSOCIATION (BVPA) Annual General Meeting  
February 20, 2025 at 7:00 PM  
Elevation Place, Room 212  
700 Railway Avenue  
Canmore Alberta T1W 1P4**

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**2024 AGM AGENDA**

1. Call the Meeting to Order

Welcome

Introduction of Meeting Recorder

Introduction of Directors

Confirmation of a Quorum

2. Approval of the Agenda

3. Acceptance of Minutes of 2023 BVPA AGM

4. Bylaw Changes Special Resolution

5. President's Report on Activities of 2024

6. Presentation and Acceptance of 2024 Audited Financial Statements

7. Looking Ahead to 2025

8. Acceptance of 2025 Budget

9. Election of 2025 Board of Directors

Presentation of Slate

Nominations from Floor

10. Adjournment

Dated January 9, 2025



# Bow Valley Pickleball Association

## 2023 Annual General Meeting

February 28, 2024

Rm 212, Elevation Place, Canmore

### *DRAFT Minutes*

#### Attendees

Greg Baron	Sheila Churchill	Norman Cooper	Jim Cowitz
Carol Duncan	Yajaira Herrera-Cooper		Bill Foden
Gerry French	Bill Hogg	Cathy Jones	Mike Layton
Jim Mireau	Rosie Neil	Marshall Ouellet	Rana Pudifin
Joan Quade	Therese Rogers	Harry Scott	Marney Scott
Lyle Schumacher	Stephen Steel	Doug Thomson	Helen Thomson

#### 1. Call to Meeting

The meeting was called to order at 7:00 pm by Rosie Neil, 2023 BVPA President.

2023 BVPA Secretary, Sheila Churchill, confirmed from the attendance sign-in sheet that quorum had been reached with 23 attendees.

#### 2. Agenda

**MOTION:** Moved by Marshall Ouellet, seconded by Rana Pudifin to approve the 2023 AGM Agenda as presented by Sheila Churchill. Motion carried.

#### 3. 2022 AGM Minutes

**MOTION:** Moved by Bill Hogg, seconded by Jim Mireau to approve the 2022 AGM minutes as presented by Sheila Churchill. Motion carried.

## 4. President's Report

### Highlights:

- BVPA increased its membership by 34% in 2023.
- Membership grew from 129 to 236 during the year.
- Ongoing challenges for court venues and times exist as our membership grows.
- Reviewed the Board's decision to not renew our affiliation with Pickleball Canada (PCO) and Pickleball Alberta (PA) for 2024.
- A new club management system and website was created and implemented through Trackie.

### Play:

- Outdoor season was 24 weeks long with 148 members actively participating, utilizing both Larch multi-purpose rink (re-surfaced in September) and Veterans Court (available mid-August).
- Outdoor clinics well attended and received by membership.
- Introduced Same Partner Doubles (SPD), Men's and Women's Play, Novice mentoring, skill development sessions.
- Introduced and implemented BVPA Skills Matrix (Novice 2.0, Novice 2.5, Intermediate 3.0, Advanced).
- Indoor season broken into three mini-sessions at Canmore Rec Centre on a user pay basis.
- Highly successful Try It sessions resulted in over 50% conversion rate.
- Two tournaments - one indoor, one outdoor. Both well attended and well received.

### Social:

- Two post tournament socials were well attended and well received.

### Fundraiser:

- Canada Day Social & Fundraiser was extremely successful and generated over \$4,800, allocated to our Reserve Fund for court expansion.

### Committees & Groups:

- The Governance Committee was very active, with 11 new Policies approved.
- The Expansion and Fundraising Committee continues to work closely with the Town of Canmore to secure more court time and improve facilities.
- Communications Group and Member Services keep the membership well informed through e-newsletters, website and Facebook, and with new member onboarding.
- Financials are well organized and maintained in Quickbooks by Bill Foden, 2023 BVAP Treasurer.

**MOTION:** Moved by Marney Scott, seconded by Yajaira Herrera-Cooper to approve the President's Report as presented. Motion carried.

## 5. 2023 Financial Statements

The 2023 Financial Statements were prepared by the Treasurer and audited in accordance with the bylaws. The audit process and Auditor's Report were reviewed by Doug Thomson. Provided in the AGM Package, the 2023 Audited Financial Statements were presented and reviewed by Bill Foden, 2023 BVPA Treasurer.

**MOTION:** Moved by Jim Cowitz, seconded by Yajaira Herrera-Cooper to approve the 2023 Financial Statements as presented. Motion carried.

## 6. Looking Ahead to 2024

Rosie Neil reviewed BVPA's 2024 plans for its members.

Play Committee:

- Start off the outdoor season with a Season Opener.
- Outdoor play at both Veterans and Larch, indoor at Canmore Rec Centre.
- Introduce some new play formats (ladder, King's Court, EPC etc.) as well as established round robin play.
- Potential of some inter-club play.
- Continue to offer Try It sessions, clinics, and player development through skill sessions and mentorship.
- Continued work on Skills Matrix and Player Assessment.
- Purchase more new loaner paddles, new nets, select training aids.

Facilities Expansion Committee:

- Continue to work with the Town of Canmore on both short-term and long-term affordable access to courts, both outdoor and indoor.

Bill Hogg made some suggestions about new loaner paddle purchases, improved signage at outdoor facilities (posting scheduled BVPA play times, exclusive use of facility during scheduled BVPA time, non-member play policy, general public reservations, etc.)

Norman Cooper asked about any resident complaints at Veterans. Rosie Neil reviewed the 2023 noise complaint which, after a thorough investigation, was dismissed.

**MOTION:** Moved by Marney Scott, seconded by Therese Rogers to approve the Looking Ahead to 2024 Report as presented. Motion carried.

## 7. 2024 Budget

The 2024 Budget, approved by the BVPA Board of Directors, was presented and reviewed by Bill Foden, 2023 BVPA Treasurer. The initial draft was based on the 2023 Town of Canmore Veterans rental fee of \$14/hr (increased to \$20/hr for 2024).

**MOTION:** Moved by Jim Cowitz, seconded by Norman Cooper to approve the 2024 Budget as amended (increase Outdoor Play Expense, line item 60942, from \$6000.00 to \$7,500.00 to reflect the increased Veterans court rental fee). Motion Carried.

## 8. Election of 2024 Board of Directors

The slate of nominees for the BVPA Board of Directors was included in the AGM Package. Helen Thomson presented the proposed slate:

Sheila Churchill  
Bill Foden  
Mike Layton  
Rosie Neil  
Helen Thomson  
Doug Thomson  
Michelle Vincent

Nominations from the floor were called by Helen Thomson. Greg Baron nominated Gerry French, who declined the nomination. Two more calls for nominations were called by Helen. No other names brought forward.

**MOTION:** Moved by Therese Rogers, seconded by Marshall Ouellet to approve the slate for 2024 BVPA Board of Directors as presented. Motion carried.

## 9. Adjournment

**MOTION:** Moved by Rosie Neil, seconded by Sheila Churchill to adjourn the AGM at 8:27 pm. Motion carried.

# Bylaws Amendments 2024

## AGM

February 20, 2025

The following are material amendments proposed to the Bow Valley Pickleball Association Bylaws of February 27, 2023:

Original Reference	Present Wording	Amended Reference	Proposed Wording
<b>1.3</b>	<b>Definitions</b>		
1.3.6	Special Resolution refers to a resolution of the Association passed by not less than seventy-five percent (75%) of those Members in good standing present who are eligible to vote.		Special Resolution of the Members refers to a resolution of the Association passed by not less than seventy-five percent (75%) of those Members in good standing present who are eligible to vote.
	<i>Addition of clause</i>	1.3.7	Special Resolution of the Board refers to a resolution of the board passed by not fewer than 75% of the board members present at the board meeting.
<b>2.1</b>	<b>Classification of Membership</b>		
2.1.1 (b)	Support the vision and mission of the organization.		Support the mission of the organization.
	<i>Addition of clause (c)</i>	2.1.1 (c)	Commit to abiding by the Member Code of Conduct Policy.
<b>2.3</b>	<b>Rights and Privileges of Members</b>		
2.3.1 (b)	Has not had membership suspended or terminated, or been expelled;		Has not had membership suspended or terminated or been expelled, as outlined in Sections 2.4 and 2.5;
	<i>Insertion of clause (a)</i>	2.3.2 (a)	Participate in regular and special Association activities and events, such as league play, tournaments and social activities, in accordance with the terms and conditions governing such participation;
<b>2.4</b>	<b>Suspension of Membership</b>		
2.4	Suspension of Membership		Disciplinary Measures and Suspension of Membership



	<i>Insertion of clause at beginning of section 2.4</i>	2.4.1	At its sole discretion, the Board may warn or sanction any Member for any violation of Association bylaws or policies, and apply appropriate measures in accordance with Association policies and this Bylaw;
2.4.1	The Board by a two-thirds (2/3) majority vote may suspend the membership of a member, for a specified time, for one of the following reasons:	2.4.2	The Board may, by Special Resolution, suspend the membership of a Member for a specified time period for any of the following reasons:
	<i>Addition of clause (d)</i>	2.4.2 (d)	The Member has, in the opinion of the Board, failed to adhere to Association Policies, including but not limited to the Member Code of Conduct Policy;
	<i>Addition of clause (e)</i>	2.4.2(e)	The Member has willfully undertaken any actions or caused anything to occur that is deemed by the Board to be harmful to the Association or its members.
2.4.3	The Member shall be sent a notice of the intention of the Board to suspend membership, stating the reasons for the proposed suspension, at least two (2) weeks prior to the meeting that the matter is scheduled to be dealt with. Circumstances, such as seriousness of the misconduct, can override this notification.	2.4.4	At least 2 weeks prior to the meeting at which the matter is scheduled to be discussed, the Member shall be sent a notice of the intention of the Board to consider suspension of the membership, including the reasons for doing so. Depending on the circumstances, such as the seriousness of the alleged misconduct, this notice period may be abridged or eliminated in the sole discretion of the Board.
2.4.4	The Members shall be given the opportunity to appear before the Board. The Board may limit the time given the Member to address the Board.	2.4.5	The Member shall be given the opportunity to appear before the Board at such meeting. The Board may limit the time given the Member to address the Board.
2.4.7	The length of the suspension shall be set by the Board.	2.4.8	The duration of the suspension, if any, shall be determined by the Board, in their absolute discretion.
<b>2.5</b>	<b>Termination of Membership</b>		
2.5.1	Termination of membership can be for any one of the following reasons:		Termination of membership can occur as follows:

2.5.1 (a)	A Member may resign officially from membership by signed written notice (a personal email address containing the name of the individual shall be considered a signature if the notice is received as an email). The effective date of the withdrawal shall be the next meeting of the Board. No membership fees will be refunded. Any Personal debts to the Association must be paid, or		A Member may resign from membership by signed written notice. An email from the Member containing his or her name shall be considered a signature. The effective date of the resignation shall be as stated in the written notice. If no such date is included in the written notice, the effective date shall be the date of the next meeting of the Board. No membership fees will be refunded upon resignation and any unpaid fees and indebtedness to the Association shall be paid by the Member; or
2.5.2	The Board will choose to consider the process of expulsion rather than suspension for a Member. This will depend on the seriousness of the offence by the Member (e.g., criminal acts or inappropriate behavior that affect the Association).		At its sole discretion, the Board may pursue expulsion rather than suspension of a Member. This will depend on the seriousness of the alleged misconduct (e.g. criminal acts, repeated conduct violations or other inappropriate behaviour).
2.5.2 (b)	The decision must be approved by two-thirds (2/3) majority vote of the Board;		The decision must be approved by Special Resolution of the Board;
2.5.2 (c)	A special meeting may be called to deal with the matter;		A special meeting may be called to deal with the matter (see section 3.7.3);
2.5.2 (f)	Debts to the Association must be paid;		Any outstanding fees or indebtedness owing to the Association must be paid by the Member;
<b>2.6</b>	<b>Liability of Member</b>		
2.6.1	All Members are liable for any personal debt owed to the Association. For Members whose membership is suspended or terminated, the personal debt is owed at the date of suspension or termination.		Each member is liable for personal debts owed to the Association. For a Member whose membership has been suspended or terminated these amounts are due on the effective date of the suspension of termination of the membership.
<b>3.1</b>	<b>Composition of the Board</b>		
3.1.3	The Board shall consist of no less than five (5) Directors and no more than twelve (12) Directors.		The Board shall consist of no fewer than five (5) Directors and no more than twelve (12) Directors. The Board may, at their discretion, appoint a Member or Members in good standing to the Board, up to but not exceeding the maximum permissible number, on an interim basis.

<b>3.2</b>	<b>Officers</b>		
3.2.4	In case of the absence of the Secretary, their duties shall be discharged by such Officer as may be appointed by the Board.		In case of the absence of the Secretary, their duties shall be discharged by any other Board member as may be appointed by the Board.
<b>3.3</b>	<b>Terms of Office</b>		
3.3.1	The term of service for all Directors of the Board shall be one (1) or two (2) years.		The term of service for Directors of the Board shall be one (1) year. The Board may either propose a slate of all Directors for election by the members at the Annual General Meeting, or may recommend Directors be elected individually at such meeting.
3.3.2	Directors will serve staggered terms in order to ensure continuity of knowledge and experience.		Notwithstanding article 3.3.1, in order to ensure continuity of knowledge and experience on the Board, it is the objective of the Association to retain at least fifty (50%) percent of Board members from year to year.
<b>3.4</b>	<b>Length of Service</b>		
3.4.1	Service as a Director on the Board is limited to three (3) consecutive terms, a maximum of six (6) years.		Subject to article 3.4.2 below, service as a Director on the board is limited to a maximum of six (6) years.
3.4.2	A Director, after serving three (3) consecutive terms, shall not be eligible for re-election for one year unless, at the end of the Director's three (3) terms, the Board makes a specific request of the membership to re-elect a Director for an additional one (1) year to complete specific Board work.		A Director, after serving for six (6) years, shall not be eligible for re-election unless at the end of such period, the Board makes a request of the membership to re-elect such Director to complete specific Board work.
<b>4.2</b>	<b>Annual General Meeting</b>		
4.2.7	Quorum shall be four (4) Regular or Super Senior Members in good standing or twenty percent (20%) of the Regular or Super Senior Members in good standing, whichever is less. Decisions will be made by majority vote of the Regular and Super Senior Members present.		Quorum shall be a minimum of ten (10) Regular or Super Senior Members in good standing in attendance at the meeting. Decisions shall be made by majority vote of Members at the meeting, unless otherwise provided in this Bylaw.
<b>4.3</b>	<b>Special General Meeting</b>		

4.3.4	Quorum shall consist of four (4) Regular or Super Senior Members in good standing.		Quorum shall be a minimum of ten (10) Regular or Super Senior Members in good standing in attendance at the meeting. Decisions shall be made by majority vote of Members at the meeting, unless otherwise provided in this Bylaw.
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## **President's Report for 2024**

As President of the Bow Valley Pickleball Association (BVPA), I am proud to report on the remarkable progress our association has made in 2024. Membership grew by an impressive 23% from the previous year, reaching a total of 313 members by year's end. Since our registration as a nonprofit under Alberta's Societies Act in 2022, BVPA has experienced rapid growth, bringing exciting opportunities and new challenges. This report highlights our achievements over the past year and outlines plans to address the evolving needs of our members.

### **Highlights from the Courts – Outdoor Season 2024**

Our club's success is driven by dedicated committees that focus on organizing events and activities. The Play Committee, comprising Mike Layton, Sue Cowitz, Helen Thomson, Sheri Layton, Doug Thomson, and Rosie Neil, excelled in planning and delivering a variety of play opportunities for our members. The Ladder and Intermediate Competitive Box Play were highly successful, not only introducing competitive play but also fostering community by creating opportunities for members to meet and play with individuals from different levels. Same Partner Doubles (SPD) remained very popular, along with Skills and Leveled Play sessions.

The outdoor season lasted 23 weeks, during which 227 members logged a total of 8,612 hours of play. Members participated in an average of 24 sessions each, with individual participation ranging from 1 to 126 sessions. Yes, that is not a typo!

### **Indoor Play**

Indoor play took place at the Community Recreation Centre (CRC) from January to April and again from November to December. Approximately 75% of the membership participates in indoor play. To accommodate our growing community, we have significantly increased court time at the CRC.

### **Clinics**

Leslie Stroger, a professional pickleball coach, conducted 10 small group sessions over four days, helping 40 participants (28 intermediates and 12 advanced players) refine their skills and game strategies.

### **Coach Education**

We are training our own! Ten BVPA players participated in the International Pickleball Teaching Professional Association's (IPTPA) Train the Trainer Workshop, becoming trained Level 1 instructors. These coaches then dedicated many hours to mentoring novice players throughout the summer. Members expressed immense gratitude for their commitment and help.

### **Events and Tournaments**

The indoor Spring Tournament was hosted at the Canmore Collegiate High School and Canmore Recreation Centre, featuring 18 novice, 18 intermediate, and 8 advanced players. A social was hosted at the Canmore Legion and was, as usual, well attended and supported.

In July, we organized a fun outdoor mixer with 96 participants. Teams consisted of six players (two novice, two intermediate, and two advanced), and players rotated after every four points, creating a fun and inclusive atmosphere. This successful format will return next year.

Try-It sessions were also a highlight, with 72 participants in 2024. More than half of these participants converted to BVPA membership, underscoring the importance of these sessions for growing our community.

### **BVPA Palooza and Silent Auction**

On July 1st, the BVPA Palooza attracted over 1,000 attendees to the festivities, which featured the Treble Makers Band and an amazing Silent Auction. The auction and beverage sales raised over \$16,441 to support efforts for establishing permanent courts in the Bow Valley. This event's success was made possible by the Social Committee, led by Doris Foden and supported by Charlene Butler, Leanne French, Ani Haubner, Adriana Storms, and Sharon Reid, along with numerous volunteers. We also extend our gratitude to ATB Wealth, the Treble Makers Band, Grizzly Paw Brewery, Wildlife Distillery, Moose Shed BBQ, and the Town of Canmore for their support.

### **More Work by Our Committees**

**The Development Committee** (Doug Thomson, Helen Thomson, and Rosie Neil) secured a \$5,000 Title Sponsorship from ATB Wealth, providing critical funding to support our initiatives and long-term goals. This committee met regularly with Town of Canmore (TOC) representatives to discuss court availability, usage, and expansion. The committee is focused on all options for court expansion both outdoors and indoors.

**The Governance Committee** (Michelle Vincent, Helen Thomson, and Bill Foden) continued their work developing and reviewing our bylaws, policies, and procedures to ensure smooth club operations. This committee, along with a subgroup of members, developed the policy and guidelines for youth membership.

**The Communications and Member Services Committee** (Sheila Churchill, Helen Thomson, Doug Thomson, and Mike Layton) plays a vital role in keeping our members informed. They manage newsletters, emails, and assist new members in navigating our website and processes. They also maintain the website and Facebook page, among many other responsibilities.

### **Treasurer**

Our financial matters are managed diligently by our Treasurer, Bill Foden. Full details of our financial reporting are included in your AGM 2024 package.

### **Secretary**

Sheila Churchill keeps us all organized with detailed account of our meetings.

Thank you to all BVPA board members, volunteers, BVPA members and supporters for contributing to a fantastic year. Together, we are building a vibrant pickleball community in the Bow Valley. I am humbled by our success and look forward to another year of growth and achievement.



**Auditor's report**

**January 29, 2025**

**To the Members of the Bow Valley Pickleball Association**

We have audited the accompanying financial statements of the Bow Valley Pickleball Association, which comprise the Statement of Financial Position as at December 31, 2024, the Statement of Changes in Net Assets and the Statement of Operations for the year ended December 31, 2024, and a summary of significant accounting policies and other explanatory information. In accordance with the bylaws of the Bow Valley Pickleball Association, the society's audit may be conducted by two members and therefore this is not and should not be construed as an independent audit under generally accepted auditing standards.

**Treasurer's responsibility for the financial statements**

The Treasurer is responsible for the preparation and fair representation of these financial statements in accordance with Canadian accounting standards for not-for-profit organizations, and for such internal control as the Board determines is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error.

**Auditor's responsibility**

Our responsibility is to express an opinion on these financial statements based on our audit. We conducted our audit in accordance with auditing standards deemed appropriate by us in the circumstances. We did sufficient work to obtain reasonable assurance about whether the financial statements are free from material misstatement. Our audit involved performing procedures to obtain audit evidence about the amounts and disclosures in the financial statements. The procedures selected depended on our judgement.

We believe that the audit evidence we have obtained in our audit is sufficient and appropriate to provide a basis for our qualified audit opinion.

**Basis for Qualified Opinion**

In common with many not-for-profit organizations, the Bow Valley Pickleball Association derives cash revenue from sources such as play fees and special events, the completeness of which is not susceptible to satisfactory audit verification. Accordingly, verification of these revenues was limited to the amounts recorded in the records of the Bow Valley Pickleball Association. Therefore, we were not able to determine whether any adjustments might be necessary to such cash revenue, current assets as at December 31, 2024 and/or net assets as at December 31, 2024.

**Qualified Opinion**

In our opinion, except for the possible effects of the matter described in the Basis for Qualified Opinion paragraph, the financial statements present fairly, in all material respects, the financial position of the Bow Valley Pickleball Association as at December 31, 2024 and the changes in its net assets and the results of its operations for the year then ended in accordance with Canadian accounting standards for not-for-profit organizations.

Canmore, Alberta

Signed "*Jim Mireau*"

Signed "*Charles Dean*"

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Member

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Member

<b>Bow Valley Pickleball Association</b>		
<b>Statement of Financial Position</b>		
<b>As at December 31</b>		
	<b>2024</b>	<b>2023</b>
<b>ASSETS</b>		
<b>Current Assets Chequing/Savings</b>		
11000 · BVPA Chequing	\$73,997.17	\$33,105.53
11001 · PCNS/Trackie	825.00	743.00
<b>Total Chequing/Savings</b>	<b>74,822.17</b>	<b>33,848.53</b>
<b>Other Current Assets</b>		
13000 · Prepaid Expenses	0.00	2,297.14
<b>Total Other Current Assets</b>	<b>0.00</b>	<b>2,297.14</b>
<b>Total Current Assets</b>	<b>74,822.17</b>	<b>36,145.67</b>
<b>Other Assets</b>		
18600 · Other Assets	0.00	25.00
18700 · Security Deposit Asset	100.00	100.00
<b>Total Other Assets</b>	<b>100.00</b>	<b>125.00</b>
<b>TOTAL ASSETS</b>	<b>\$74,922.17</b>	<b>\$36,270.67</b>
<b>LIABILITIES &amp; EQUITY</b>		
<b>Liabilities</b>		
<b>Current Liabilities Accounts Payable</b>		
20000 · Accounts Payable	\$6,148.80	\$3,433.00
<b>Total Accounts Payable</b>	<b>6,148.80</b>	<b>3,433.00</b>
<b>Other Current Liabilities</b>		
25800 · Deferred Revenue - Membership Dues	18,400.00	11,400.00
25802 · Deferred Revenue - Indoor Play	10,971.00	9,279.00
<b>Total Other Current Liabilities</b>	<b>29,371.00</b>	<b>20,679.00</b>
<b>Total Current Liabilities</b>	<b>29,371.00</b>	<b>24,112.00</b>
<b>Total Liabilities</b>	<b>35,519.80</b>	<b>24,112.00</b>
<b>Equity</b>		
32000 · Unrestricted Net Assets	11,669.18	4,275.42
32005 · Internally Restricted Net Assets	10,420.57	3,026.80
32010 · Externally Restricted Net Assets	17,312.62	4,856.45
<b>Total Equity</b>	<b>39,402.37</b>	<b>12,158.67</b>
<b>TOTAL LIABILITIES &amp; EQUITY</b>	<b>\$74,922.17</b>	<b>\$36,270.67</b>



<b>Bow Valley Pickleball Association</b>		
<b>Statement of Changes In Net Assets</b>		
<b>For the Year Ended December 31</b>		
	<b>2024</b>	<b>2023</b>
<b>UNRESTRICTED NET ASSETS</b>		
<b>Net Assets- beginning of year</b>	<b>\$ 4,275.42</b>	<b>\$ 1,248.63</b>
Net revenue for the year	\$ 27,243.70	10,910.04
Transfer to internally restricted net assets	(7,393.77)	(3,026.80)
Transfer to externally restricted net assets	(12,456.17)	(4,856.45)
<b>Net Assets - end of year</b>	<b>\$ 11,669.18</b>	<b>\$ 4,275.42</b>

<b>Bow Valley Pickleball Association</b>		
<b>Statement of Operations</b>		
<b>For the Year Ended December 31</b>		
	<b>2024</b>	<b>2023</b>
<b>Revenues</b>		
<b>45000 · Investments</b>		
45030 · Interest-Savings, Short term	\$ 72.52	\$ 30.37
<b>Total 45000 · Investments</b>	<b>72.52</b>	<b>30.37</b>
<b>46400 · Other</b>		
46430 · Sponsorship	5,000.00	-
<b>Total 46400 · Other</b>	<b>5,000.00</b>	<b>-</b>
<b>47200 · Program Revenue</b>		
47230 · Membership Dues	20,550.00	11,958.75
47241 · Indoor Play Fees	34,956.00	16,830.00
47243 · Clinic Fees	2,050.00	3,575.00
47245 · Tournament Revenue	4,035.00	2,400.00
47252 - Fundraiser Event	16,441.77	4,856.45
47255 - Drop-in Guest Fees	250.00	372.16
<b>Total 47200 · Program Revenue</b>	<b>78,282.77</b>	<b>39,992.36</b>
<b>Total Revenues</b>	<b>83,355.29</b>	<b>40,022.73</b>
<b>Expenses</b>		
<b>60900 · Program Expenses</b>		
60941 · Indoor Play Expenses	31,117.27	16,103.69
60942 · Outdoor Play Expenses	9,923.21	6,098.98
60943 · Clinic Expenses	1,661.19	2,790.00
60945 · Tournament Expenses	2,790.33	1,183.59
60949 - Ratings Expenses	875.18	-
60952 - Fundraiser Event	3,985.60	-
<b>Total 60900 · Program Expenses</b>	<b>50,352.78</b>	<b>26,176.26</b>
<b>62600 · Operating Expenses</b>		
62610 · Balls - Outdoor	432.58	394.17
62620 · Balls - Indoor	-	236.73
62625 - Paddles	-	850.00
62640 · Equipment Repairs & Net Replacement	-	31.50
62660 · Training Expenses	2,019.73	-
<b>Total 62600 · Operating Expenses</b>	<b>2,452.31</b>	<b>1,512.40</b>
<b>62800 · Facilities and Equipment</b>		
62840 - Equip Rental & Maintenance	-	449.20
62890 · Rental	204.75	133.61
<b>Total 62800 · Facilities and Equipment</b>	<b>204.75</b>	<b>582.81</b>
<b>65000 · Operations</b>		
65040 · Supplies	693.61	275.23
65060 · Website Expenses	31.74	105.00
<b>Total 65000 · Operations</b>	<b>725.35</b>	<b>380.23</b>
<b>65100 · Other Types of Expenses</b>		
65120 - Insurance-Liability, D&O, Injury	2,297.14	382.86
65125 - Annual General Meeting	-	55.13
65130 · Bank Fees	79.26	23.00
<b>Total 65100 · Other Types of Expenses</b>	<b>2,376.40</b>	<b>460.99</b>
<b>Total Expenses</b>	<b>56,111.59</b>	<b>29,112.69</b>
<b>Excess of Revenues over Expenses</b>	<b>\$ 27,243.70</b>	<b>\$ 10,910.04</b>

# Bow Valley Pickleball Association



## **Bow Valley Pickleball Association Notes to Financial Statements Year ended December 31, 2024**

The Bow Valley Pickleball Association (the “Society”) is a registered society incorporated on April 25, 2022 under the Alberta Societies Act (ASA) as a not-for-profit organization. The Society is a Bow Valley based organization of volunteers, whose mission is to promote the playing of pickleball to all people living in the Bow Valley of Alberta, in order for them to achieve the health and wellness benefits associated with the sport. Activities include the provision of playing locations with scheduled times, lessons and tournaments. These efforts are supported by volunteers, members and funds raised.

### **Basis of presentation**

These financial statements include the financial activities and financial position of the Society as at and for the year ended December 31, 2024. The financial statements have been prepared in accordance with Canadian accounting standards for not-for-profit organizations.

### **Significant accounting policies**

#### **Capital assets:**

- Purchased capital assets will be recorded at cost. Contributed capital assets will be recorded at fair value at the date of contribution. When a capital asset no longer contributes to the Society’s ability to provide services, its carrying amount is written down to its residual value. In the current year, there were no such capital assets.
- Capital assets funded by specified government grants and restricted donations will be recorded at cost and amortized over their useful life. In the current year, there were no such capital assets.
- Capital assets consisting of furniture, fixtures and equipment will be amortized on a straight-line basis over a three-year period. In the current year, there were no such capital assets.

#### **Deferred revenues:**

- Deferred revenue consists of membership dues and court fees received in the current period for ensuing fiscal years and will be recognized as revenue in the applicable future year.

#### **Restricted net assets:**

- Specified government grants and restricted donations for specified capital or operating purchases will be recorded in Net Assets as Externally Restricted Net Assets. Amortization charges for such specified capital purchases will be charged against this amount. The Board may also designate a portion of a year’s revenue surplus as Internally Restricted Net Assets to assure that future obligations and operations are maintained in case of unanticipated expenditures or revenue reductions.

#### **Donated goods and services:**

- The value of donated goods and services is recorded as revenue and an expense in the financial statements when the fair value can be reasonably estimated and when the goods and services are normally purchased and would be paid for if not donated.
- The Society’s programs benefit substantially from services in the form of volunteer time. The value of these volunteer services is not recorded in these financial statements, albeit it is priceless.

## **What's Next for BVPA in 2025?**

As our membership continues to grow, we aim to provide our members with high-quality programs and experiences. The board and committees are already hard at work planning for an exciting year ahead.

### **Outdoor Season**

We will kick off the outdoor season with a Fun Mixer, building on the success and fun of last year's event. This year, we plan to enrich the experience by adding a social gathering in the late afternoon or evening. Outdoor play will continue at both Veterans and the Larch ODR, offering leveled play, box league, same partner doubles, skills sessions, and women's and men's play. To support better play conditions, we will request additional court time at Veterans, as its surface is gentler on joints and enhances gameplay.

We also plan to introduce more clinics in June and throughout the summer, led by experienced instructors. Our commitment to player development remains strong as we strive to offer valuable opportunities for members to improve their skills.

### **Ratings and Player Development**

Managing pickleball levels and ratings is a challenge for all clubs, and ours is no exception. We believe the best pickleball happens when players of similar skill levels compete together. While player assessments and challenge strategies have proven effective overall, we acknowledge the difficulty of meeting everyone's expectations. Nonetheless, these efforts have established clear benchmarks for progression between levels.

In 2025, we will continue to collect data from the box league and tournaments and enter these scores into DUPR. This data helps us evaluate the DUPR system and its effectiveness in rating our members. Over the coming months, we will prioritize improving our process for level progression, exploring strategies from other clubs to find the best fit for BVPA.

### **Membership Growth**

To continue growing our membership, we will resume Try-It Sessions in March and at the beginning of the outdoor season. These sessions have been instrumental in attracting new players to our community.

### **Tournaments and Social Events**

Throughout the year, we will host various social events alongside our three tournaments:

- The Outdoor Mixer Opener
- Fall Classic
- Spring Indoor Tournament

And yes, we'll be launching a contest to come up with new names for these tournaments! This year, we're expanding our tournament formats to include women's, men's, and mixed divisions, with dates posted well in advance so you can plan to attend.

### **Court Development**

The Development Committee will have some key initiatives this year focused on court expansion. As the Town of Canmore prepares to update its 2016 Recreation Master Plan, BVPA will actively engage in focus groups, surveys, and other opportunities to advocate for our needs. Additionally, the committee will explore the potential for pickleball courts in the proposed TSMV Phase 1 development. BVPA is committed to exploring all possibilities for court expansion, and in 2025, we will thoroughly evaluate the

opportunities within the TSMV project, if any. To support this initiative, we will form a dedicated subcommittee and invite members to join and contribute their ideas and expertise.

Given the limited indoor facilities in Canmore, we're also looking at surrounding communities for additional court time, particularly in the evenings, to accommodate members who work during the day.

### **Partnerships and Sponsorships**

We're excited to announce that ATB Wealth will be our Title Sponsor for 2025 and 2026. Their community spirit, mission, vision, and energy align perfectly with our club's mission. Look for their presence at our tournaments and their support for a new initiative: a multi-generational pickleball event. Details are still being finalized, but we'll share more information soon.

### **Final Thoughts**

As we reflect on these exciting developments, it's clear that 2025 is shaping up to be a fantastic year. We hope you share our excitement and enthusiasm for what lies ahead. Thank you for your continued support in building a vibrant pickleball community in the Bow Valley.

Respectively, submitted by

Rosie Neil  
President, Bow Valley Pickleball Association

2025 BVPA Operating Budget				
	2025 Budget			
	2024 BUDGET	2024 ACTUAL	2025 BUDGET	Budget Comments and Assumptions
<b>Contributions, Support</b>				
Revenue from government grants:				
Agency grants				
Governments grants (municipal, provincial, federal)	-	-	-	Canada Summer Jobs grant applied for but no certainty of success
Donations	-	-	-	
	-	-	-	
<b>Earned revenues</b>				
Revenue from dues:				
Membership dues-individuals				
BVPA	15,000.00	20,550.00	25,000.00	250 members @ \$100
Canada	-	-	-	
Alberta	-	-	-	
Total gross	15,000.00	20,550.00	25,000.00	
Transferred to Canada/AB	-	-	-	
Net membership dues	15,000.00	20,550.00	25,000.00	
Revenue from other sources:				
Indoor Play fees	16,500.00	34,956.00	37,730.00	110% of Indoor Play costs
Clinic Fees	5,000.00	2,050.00	3,000.00	2 @\$1500; consider in house clinics
Tournament Revenue	3,000.00	4,035.00	5,000.00	2 @ 100 players ea. @\$25 ea.
Advertising revenue (sponsorships, website advertising)		5,000.00	5,000.00	ATB Wealth
Special events:				
Special events - non-gift revenue		16,441.77	3,000.00	scaled back for 2025
Special events - gift revenue (draws)			-	
Special events - costs of event		(3,985.60)	(1,000.00)	estimate
Total special events	5,000.00	12,456.17	2,000.00	
Interest	20.00	72.52	20.00	
Miscellaneous (visitor fees)	300.00	250.00	-	unknown/ dependent on court availabiltiy
			-	
<b>Total earned revenue</b>	<b>44,820.00</b>	<b>79,369.69</b>	<b>77,750.00</b>	
<b>Expenses - personnel related</b>				
Salaries & related expenses:				
Salaries & wages - other			-	none unless CSJ program received
Employee benefits - non pension			-	
<b>Non-personnel related expenses</b>				
Nonpersonnel expenses:				
Office supplies	300.00	693.61	750.00	estimate
Postage & shipping			-	
Printing & copying	100.00	-	200.00	estimate
Facility & equipment expenses:				
Rent			-	
Outdoor	7,500.00	9,923.21	15,000.00	Per prelim booking schedule
Indoor	16,500.00	31,117.27	34,300.00	120% of 2024 proj
Sub-total courts rental	24,000.00	41,040.48	49,300.00	
Clinic Expenses	5,000.00	1,661.19	2,400.00	80% of revenue
Tournament expenses	3,000.00	2,790.33	4,000.00	80% of revenue
Total program expenses	32,000.00	45,492.00	55,700.00	
Operating expenses				
Indoor balls	500.00	-	300.00	
Outdoor balls	500.00	432.58	300.00	
Nets, paddles, training aids	3,500.00	-	2,000.00	replace 2 nets; training aids; ball basket, etc.
Equipment rental & maintenance	500.00	-	500.00	additional leaf blower
Training / Other	1,000.00	2,019.73	1,000.00	trainer support
Sub-total operating expenses	6,000.00	2,452.31	5,105.32	
Rent, parking, utilities	-	204.75	-	
Ratings Program	250.00	875.18	1,000.00	estimate
Socials Expenses	1,000.00	-	1,000.00	estimate
Travel & meetings expenses	250.00	-	500.00	AGM; planning and Board meetings
Other expenses:				
Interest-general; bank & credit card fees; PCO transfer fees	25.00	79.26	300.00	\$25/mo.
Insurance - non-employee related	2,300.00	2,297.14	3,600.00	more members/ higher limits required by TOC
Membership dues - organization			-	
Outside computer services, website	250.00	31.74	-	none anticipated
Organizational start-up			-	
			-	
<b>Total expenses</b>	<b>42,475.00</b>	<b>52,125.99</b>	<b>67,150.00</b>	
<b>EXCESS REVENUE OVER EXPENSES</b>	<b>\$ 2,345.00</b>	<b>\$ 27,243.70</b>	<b>\$ 10,600.00</b>	

## **Sheila Churchill**

### **Current Role**

Bow Valley Pickleball Association Secretary 2022-2023

### **Professional/Sport Experience**

Calgary Board of Education Junior High School Science Teacher

Extensive education volunteer work (student literacy, admin assistance, school councils, Canadian Parents for French)

Extensive sport volunteer work with the Bow Valley Quikies/Banff Alpine Racers as event, race, and program organizer (at both local and national level)

Canadian Rockies Public School Substitute Teacher

Alpine Club of Canada Administration Assistant

### **Areas of Interest for BVPA**

General organization and administration

Member liaison and general inquiries

New members onboarding

### **Possesses the Following Relevant Skills Needed by BVPA in 2025**

Strong organization skills

Attention to detail

Good communication skills

Willingness to learn and be part of a team

William (Bill) Foden

**Current Role**

Bow Valley Pickleball Club Treasurer 2023 and 2024

Governance Committee Member and Board Member 2022, 2023 and 2024

**Professional/Sport Experience**

Lawyer in private practise for 40 years (now retired)

Board member for non-profit company and private corporations

President of mortgage lending company

Town of Canmore Assessment Review Board member since 2022

Former Ringette and hockey coach for 13 years

Active participant in several sports, including pickleball

**Areas of Interest for BVPA**

Facility Development

Would like to see an indoor pickleball facility in the Bow Valley one day

**Possesses the Following Relevant Skills Needed by BVPA in 2025**

Strong written communication skills

Knowledge of finance and the law

Ability to work well with others as well as to learn from others

Understanding of BVPA's board process



Doris Foden

**Current Role**

Bow Valley Pickleball Association Board Member at Large

Chair BVPA Social Committee

**Professional/Sport Experience**

Started Career after University in Sales/ Marketing for Kimberly- Clark

Ended Career in Sales with Acosta, a large International Food Broker

Managed a sales force that called on Head offices of national drug and food retailers

Raised 3 children and was president of parent councils all through their schools

Ran many Silent Auctions and Fundraisers for schools/ringette/hockey and

soccer

**Areas of interest**

Fundraising/ running social events

**Possesses the Following Relevant Skills Needed by BVPA in 2025**

Strong organizational skills

Attention to detail

Excellent communication skills

Willingness to learn and be part of a team.

## **Leanne French**

### **Current Role**

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### **Professional/Sport Experience**

- Previous board member of a non-profit sporting organization
- Previous Treasurer for a non-profit sporting organization
- Previous CI Head Coach for Ringette Alberta
- Previous Performance Coach for an Alberta College women's volleyball team
- Performance Coach for high-level athletes
- Executive Leadership Coach, specializing in leadership development
- Faculty member of an international organization's Coaching Program

### **Areas of Interest for BVPA**

- Enhancing team dynamics and collaboration
- Building effective communication frameworks
- Promoting the growth and sustainability of the pickleball community
- Building internal and external partnerships

### **Possess the Following Relevant Skills Needed by BVPA in 2025**

- Strong understanding of team/system dynamics
- Strong understanding of leadership development
- Strategic planning and decision-making skills
- Financial management and organizational governance experience
- Ability to facilitate productive communication
- Ability to work well with others, fostering collaboration
- Passion for the sport

Mike Layton

**Current Role**

Bow Valley Pickleball Association Board Director at Large 2024

Bow Valley Pickleball Association Play Committee Co-Chair 2024

**Professional/Sport Experience**

16 years of experience with Sobeys Inc in the Maritimes and Ontario. Integral in the expansion of Sobeys

into Ontario

20 Years with Danone Inc. National account manager, Regional sales manager for Atlantic, Ontario and

Western Canada, National 3rd party sales manager and finally project manager.

Built, owned and operated a yoga studio.

Played many minor sports including hockey, softball, football, basketball (provincial level), volleyball

(AAAA) provincial champ, college volleyball player and many years as a senior A volleyball player.

Yogi for over 20 years.

Coached minor hockey, lacrosse, volleyball.

Referee experience includes Past Volleyball Regional level (level 3)

**Areas of Interest for BVPA for 2025**

Pickleball club administration and operations

Providing player development opportunities

**Possesses the Following Relevant Skills Needed by BVPA in 2025**

Demonstrated organizational leadership with emphasis on team building

Extensive coaching experience in several sports

Software/website/systems expertise

Strong communication and interpersonal skills

Readily able to share a love of pickleball with others

Rosie Neil

**Current Role**

Bow Valley Pickleball Association President 2022-24

**Professional/Sport Experience**

Instructor and Research Manager at the University of Calgary, Faculty of Kinesiology

Canadian Sport Institute Calgary Sport Science Consultant

Development and high-performance sport experience

Chaired and served on many diverse boards at national, provincial and community levels for sport, professional discipline and technical areas of sport science and exercise physiology

**Areas of Interest for BVPA**

Pickleball Club Administration and Operations

Player Development and Experience

Building BVPA Leadership Capacity

**Possesses the Following Relevant Skills Needed by BVPA in 2025**

Strong written communication skills on a variety of platforms

Good understanding of what a growing pickleball club needs

Excellent knowledge of sport and sport systems

Grant writing experience

Good ability to work well with others as well as to learn from others

## **Therese Rogers Bio**

### **Professional Experience**

General Manager of Corporate Services – Town of Canmore (16 years)

Accounting/Financial - General Manager Corporate Services, Town of Canmore

Organizational Leadership – General Manager Corporate Services, Town of Canmore

Teaching or Coaching Experience – Manager of Corporate Learning Fairmont Banff Springs 1993-1995

Governance Experience/Strategic Planning Experience - General Manager Corporate Services, Town of Canmore

### **Areas of Interest for BVPA**

Pickleball Club Administration and Operations

Player Development

Tournaments and fun events

### **Knowledge, Skills and Attitudes**

Able to communicate with a diverse readership using a variety of platforms – I present regularly at Town Council meetings

Knowledge of pickleball as a sport – have been playing for 2 years

Pickleball teaching/coaching knowledge and experience – IPTPA Level 1; mentored multiple Novice sessions throughout the summer; participate in leveling up challenges

Municipal government relations/planning/politics experience – 15 years working for Town of Canmore; understand the political environment and municipal constraints/realities

### **Personal Skills**

Understand and am committed to the work of the club

Curious to adapt and learn what I don't understand

Able to plan, meet obligations and deadlines

Able to communicate well with members and share a love of pickleball

Can work well with others who may hold a different opinion.

### **Board experience**

Non Profit Board – Canmore Nordic Ski Club – various roles for multiple years

## **DARRYL STANN**

### **Current Role**

- Candidate, BVPA Board of Directors

### **Professional/Sport Experience**

- Canadian Chartered Professional Accountant (CPA, CA)
- US Certified Public Accountant (CPA, inactive license in Illinois)
- Former public and private company senior executive responsible for global finance, commercial, supply chain, strategy, corporate development, and risk functions
- Former board member of public, private and non-governmental organizations
- Diverse athletic background, having competed in multiple summer and winter sports at a highly competitive level

### **Possesses the Following Relevant Skills Needed by BVPA in 2025**

- Ability to communicate with a diverse readership using a variety of platforms
- Knowledge of pickleball as a sport
- General sports and program development knowledge
- Grant writing experience

### **Personal Skills Applicable to BVPA**

- Is a good fit for the club, understands the work of the club
- Is willing to adapt and learn what he doesn't understand
- Is able to plan, meet obligations and deadlines
- Communicates well with members and is able to share a love of pickleball
- Gets along well with others; inclusive developer of diverse, high-performing teams
- Can work well with others who may hold a different opinion