

RJPC Board of Directors' Regular Meeting – Minutes (DRAFT Version)

May 21, 2025 at 7 p.m. ADT (in person and online)

In attendance: Don Spicer, John McKim, John Carruthers, Theresa Rath Spicer, Jan Langley and Ed Kennedy. Quorum achieved.

1. Approval of Meeting Agenda

- Additions to agenda: None
- Agenda approval: Motion by John M. to approve the agenda, seconded by Ed. Motion carried.

2. Approval of Motions passed since Last Meeting

- Minutes are approved via email in order to share them with members in a timely fashion, in accordance with the Special Resolution passed at the 2025 AGM. As such, the April 16 meeting minutes were approved by email in April.

3. Operations Update (John McKim)

- a) Windscreens: Windscreen is on its way and estimate another 10 days for arrival. It will be installed on the parking lot side of the fence as a test, after which we will seek member feedback.
- b) Schedule: June schedule has a few modifications to be made and then will be posted on Facebook and in the washrooms.
- c) Member Inquiry about sharing members' names and contact info: We cannot share members' private information but we can create a private members-only Facebook page and also promote the Team Reach App for like-minded people to sign up for either competitive or social games.
- d) Book a Court Policy: Rolled out yesterday and awaiting bookings.

4. Construction Update (Ed Kennedy)

- a) Warranty Work: Barrier fences were fixed. Some court work done but low spot on Court 2 where water was collecting will be left for another season to see if the depression worsens due to the ground settling; will be re-evaluated in a year and would be covered by warranty if and when it needs to be rectified.
- b) Lighting: Lights are up but we're awaiting some brackets to allow for two lights on each pole which will be done at a later date.
- c) Deadbolts on Washroom Facility: New deadbolts installed on washroom and storage room door. The door on the right is finicky as the bolt is not lined up properly, which will need to be addressed.
- d) Miscellaneous:
 - a. The electrical panel has been wired in and we're awaiting an inspection from Nova Scotia Power.
 - b. Ed has wood for trim around the bathroom windows which will be installed in the coming weeks.

5. Membership (Jan Langley) & Events (Jan Langley & Theresa Rath Spicer)

Membership

We now have 99 members (as of May 21).

- a) Former Member Outreach: We have a letter to former members ready to go. Important to consider them one of our audiences.

- b) YMCA Youth Programming Update: Met with the YMCA. We've determined we'll start small with youth programming with the Y offering learn to play sessions at our facility in concert with the day camps at the Legion which run in July and August. YMCA will provide the instructor for day camp participants. Schedule not yet determined but it won't be during members' prime times. It should be noted that the Y's off-site insurance will kick-in.
- c) Player Development with the Tully Sisters: 1 spot remaining for Saturdays.
- d) Next Level Pickleball Player Development Opportunity: Communications ready to go for a July session. This will involve 6 hours of instruction for \$60.
- e) Guest Fee: We have received some negative member feedback about the \$10 guest fee per day. Discussion ensued and it was determined this topic should be revisited again next month.
- f) Guest Maximum: We currently have a two guest maximum in place. Discussion ensued and it was determined that the guest maximum will be removed, particularly given the Book a Court pilot program strives to encourage members to bring family and/or friends.

Events

- a) Pizza Party on June 3 at 5:30 p.m. at the Legion: Need to reissue a reminder to attract more members, whether they are/were a volunteer or want to thank a volunteer.
- b) River John Festival Days Pickleball Tournament on July 18 and 19: The tournament will involve team events (4 players – 2 women, 2 men) at various levels:
 Friday, July 18 from 4-7 p.m. for 2.5-2.99
 Saturday, July 19 from 8:30-1:30 p.m. for 3.0 to 3.49
 Saturday, July 19 from 1:30-6:30 p.m. for 3.5+
 We need volunteers for the tournament, and will be promoting this volunteer opportunity to members.
- c) River John Festival Days Learn to Play sessions: Two sessions to be held on July 18; one session from 10-11 a.m. and another session from 11 a.m. -12 p.m.
- d) End of Summer Dance on August 22: Legion and DJ are both booked.

6. Finance (John Carruthers)

Financials included below (see pages 4-7).

- Grant Update: Last fall, the Legion and RJPC partnered to again apply for the \$25,000 New Horizons for Seniors' Program Grant through the Federal Government. The grant application has again met with success. This means that RJPC has received \$19,233 from this grant program in 2025 which is being put towards court lighting, and the Legion has received the remainder for their kitchen upgrade/commercial dishwasher.

7. Communications (Theresa Rath Spicer)

- Club Emails going to Spam Folders: Recently encountered an issue where Club messages are going to members' spam folders. Liaised with Pickleball Canada and arrived at a solution where we now send messages from the "Pickleball Canada Do Not Reply" email instead of our Club gmail account; this change seems to have addressed the issue.
- Facebook Etiquette: Received feedback from a partner that they are seeing negative comments from RJPC members on our Facebook page. Discussion ensued and it was determined we should include a message in an upcoming member email that everyone should keep in mind that our partners, sponsors, funders, donors and supporters all follow our Facebook page and can see commentary, both positive and negative.

- Members Only Facebook Page: Have researched the concept of a Private Facebook Group for Club members only. We can either make it so that we invite people or people can sign up and be approved by an administrator(s), with the latter being preferable. While it will involve some work on the front end, it seems like it would be worth trying, as it would allow for posts amongst our members only (99 members currently versus the 488 in the public-facing Facebook group). We would retain the public-facing page for promotions/membership drive, etc.
- Communications support will be offered for all projects/events mentioned above, plus a Fall member survey.

8. **Partnership Liaison (Don Spicer)**

- a) Legion – The Legion is researching Wifi and they're looking at extending it to the pickleball courts.
- b) RJVFD – Play at the firehall will be discontinued on June 6 and will start up again in the Fall when the weather turns cold.
- c) YMCA – covered above in Membership Update

9. **Other Business**

n/a

10. **Adjournment**

Motion to adjourn the meeting by Jan; seconded by John C. Motion carried.

Minutes by Theresa Rath Spicer, RJPC Secretary

Administrative note: Minutes approved by email on May 27, 2025

River John Pickleball Club
Statement of Financial Position



	Apr 30/25	Dec 31/24
Assets		
Current		
Cash	\$ 38,323	\$ 17,513
Membership fees receivable - Pickleball Canada	949	3,709
Donations receivable - Municipality of Pictou County		200
HST recoverable	2,716	16,624
Prepaid insurance		1,934
Deposit - RJVFD	600	600
	<hr/>	<hr/>
	42,588	40,580
Capital assets		
Pickleball facility and equipment, at cost	236,888	216,888
	<hr/>	<hr/>
	\$ 279,476	\$ 257,468
	<hr/>	<hr/>
Liabilities		
Current		
MOPC GoPlay Fund - in trust	\$ 1,400	\$ 1,400
Deferred revenue - 2025 membership fees		5,325
	<hr/>	<hr/>
	1,400	6,725
Net assets		
Unrestricted surplus	11,549	10,649
Internally restricted funds	29,639	23,206
Investment in capital assets	236,888	216,888
	<hr/>	<hr/>
	278,076	250,743
	<hr/>	<hr/>
	\$ 279,476	\$ 257,468
	<hr/>	<hr/>

River John Pickleball Club
Statement of Operations
For the year ended December 31



		Actual	
	Budget	Jan to	Jan 1 to
	Dec 31/25	April 30/25	Dec 31/24
Revenues			
Government grants			
Government of Canada			
New Horizons for Seniors Program		\$ 19,233	\$ 25,000
Province of Nova Scotia			
Strategic Fund Grant			
Sport Nova Scotia			
Efficiency Nova scotia		4,200	
Municipal government			
County of Pictou - Community Connectivity Fund			
		<u>23,433</u>	<u>25,000</u>
Fundraising			
Pictou County YMCA		-	-
Community Links Nova Scotia			
Donations from individuals, corporations, Service Clubs and Associations			19,092
		<u>-</u>	<u>19,092</u>
Other income			
Club membership fees	\$ 7,500	6,450	4,721
Drop in fees	1,000		1,151
Pickleball Nova Scotia rebates	800		775
Other income (Clinics, Tournament, and miscellaneous)	2,100		1,126
Interest income			1,524
	<u>11,400</u>	<u>6,450</u>	<u>9,298</u>
	<u>11,400</u>	<u>29,883</u>	<u>53,390</u>
Expenses			
Bank charges	110	13	176
Donations	1,000		1,150
Dues and fees	35	31	231
Insurance	2,086	1,934	1,897
Office and court expenses	2,000	572	1,895
Repairs and maintenance	1,100		780
Training fees			309
Transfers to restricted reserve funds			
Insurance deductible fund			1,000
Court replacement fund	2,000	2,000	2,000
Wind screen replacement fund	1,000	1,000	1,000
Utilities and internet	1,100		
	<u>10,431</u>	<u>5,550</u>	<u>10,438</u>
Excess of revenues over expenses	<u>\$ 969</u>	<u>\$ 24,333</u>	<u>\$ 42,952</u>
Net assets, beginning of year		\$ 250,743	\$ 203,791
Excess of revenues over expenses		24,333	42,952
Transfers from operations to restricted funds		<u>3,000</u>	<u>4,000</u>
Net assets, end of year		<u>\$ 278,076</u>	<u>\$ 250,743</u>

River John Pickleball Club
Statement of Changes in Net Assets
For the year ended December 31



Net Assets	Unrestricted Surplus	Internally Restricted Funds	Investment in Capital Assets	Jan 1 to Apr 30/25	Jan 1 to Dec 31/24
Net assets, beginning of year	\$ 10,649	\$ 23,206	\$ 216,888	\$ 250,743	\$ 203,791
Add:					
Revenue	6,450			6,450	9,298
Fundraising		23,433		23,433	44,092
Transfers to restricted funds		3,000		3,000	4,000
	17,099	49,639	216,888	283,626	261,181
Deduct:					
Expenses	(5,550)			(5,550)	(10,438)
Capital expenditures		(20,000)	20,000		
Net assets, end of year	\$ 11,549	\$ 29,639	\$ 236,888	\$ 278,076	\$ 250,743
Internally Restricted Funds					
	Capital Expenditures	Court Replacement	Wind Screens	Insurance Deductible	Total
Balance, beginning of year	\$ 19,206	\$ 2,000	\$ 1,000	\$ 1,000	\$ 23,206
Add:					
Fundraising	23,433				23,433
Transfer from unrestricted funds		2,000	1,000		3,000
	42,639	4,000	2,000	1,000	\$ 49,639
Deduct:					
Capital expenditures	(20,000)				(20,000)
Balance, end of year	\$ 22,639	\$ 4,000	\$ 2,000	\$ 1,000	\$ 29,639

River John Pickleball Club
Note to the Financial Statements
For the year ended December 31



1. Nature of Operations

The River John Pickleball Club was incorporated as a non-profit Society under the Registry of Joint Stocks of Nova Scotia on February 1, 2022. The objective of the Society is to promote the growth of pickleball as a sport for all ages and abilities in River John and surrounding areas.

The Club operates a three court pickleball facility in Partnership with the River John Legion on land leased from Legion. Funding was provided by governments and donations from the community.

2. Capital assets, at cost

	April 30, 2025	Dec 31, 2024
Pickleball facility including site preparation, paving, court coatings, nets, fence, light post supports, and concrete pad	\$ 169,721	\$ 169,721
Bathroom renovations	23,908	23,908
Shade shelter	12,404	12,404
Lights and electrical costs	22,718	2,718
Seating - benches, bleachers and picnic tables	4,324	4,324
Signage	1,925	1,925
HeartSine Samaritan AED	1,889	1,889
	\$ 236,888	\$ 216,888