

## **RJPC Board of Directors' Regular Meeting – Minutes**

August 21, 2025 at 7 p.m. ADT (in person)

Meeting began at 7:04 p.m.

**In attendance:** Don Spicer (President), John McKim (Vice-President), John Carruthers (Treasurer), Theresa Rath Spicer (Secretary), Ed Kennedy and Jan Langley. Quorum achieved.

### **1. Approval of Meeting Agenda**

- Additions to agenda: None
- Agenda approval: Motion by John M. to approve the agenda, seconded by John C. 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 June 24 meeting minutes were approved by email on June 30.
- Following the receipt of member feedback in early July, a motion was passed via email on July 12 to purchase windscreens to complete Court 1. Motion carried.

### **3. Operations Update (John McKim)**

- **Incident Raising Questions about Processes:** Incident on the courts last week (torn Achilles and then fainted from the pain) that has raised questions about processes.
  - The participant was not a Pickleball Canada member so a report is not required.
  - EHS was called; they later suggested that we get a separate address for safety reasons; called MOPC who gave us an address of 15 Roger Road. Municipal sign will cost \$40 and the Legion will also need to be brought into the loop. Motion by John M. to change our civic address accordingly; seconded by Ed. Motion carried.
  - Should also consider coordinating some first aid courses next year to be available to members. Reoffering AED training may also be a good idea. We should also get a collapse mat so that anyone unwell/injured doesn't have to lie on the ground.
- **Windscreen Installation:** John will arrange a work bee to complete the windscreens on Court 1.
- **Scheduling:**
  - John M. made a motion to change the wording for Book a Court to have members make a request 24 hours (from 72 hours) prior to the court time *if possible*; seconded by Jan. Motion carried.
  - If courts are going unused 24 hours out, a change can be made to either a session that isn't being offered that day or to an open session.
  - Special Request: Based on Tully's recent participation in Ladies' Night, she and Cate will offer some training to the women involved prior to Ladies' Night on September 1 from 4:45-6 p.m.

### **4. Construction Update (Ed Kennedy)**

- **Electrical:** Court lights are operational, and motion sensors are installed in the washrooms and storage room.
- **Doors:** Changed the battery on the right hand side door of the washroom facility and the deadbolt appears to be working now; will continue to monitor it. John M. has a contact who will come look at our doors and give us advice as they have been problematic.

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

### **Membership**

We now have 150 members (as of August 21).

- **Membership:** Reminder to be placed on website that membership runs for the calendar year (January 1 to December 31).
- **YMCA Youth Programming Update:** The youth programming took place on July 10 from 2-3 p.m. in conjunction with the Legion Day Camp program and it was a success. The programming they offered is part of our sponsorship agreement with the Y. It should be noted that the Y representative was absolutely fantastic.
- **Player Development with the Tully Sisters:** The Tully Sisters offered advanced sessions for three Wednesday mornings in August. All of their training sessions have been a resounding success and we're beyond grateful for all they have done for the Club this season.
- **Next Level Pickleball Player Development Opportunity:** This was very well received by all who attended.
- **Guest Fee Summary:** We did a reconciliation of guest fees for the month of July and we had 13 guests who didn't pay for their guest fees; follow-up is occurring. John C. made a motion that the member is responsible to pay their guest fees, rather than the guest; seconded by Jan. The RJPC member making the transfer is also required to identify the purpose of the transfer and name of the guest(s).
- **Beginners' TeamReach Group:** A new group has been created on TeamReach to connect beginners with other beginner players and also with more experienced players for possible mentorship opportunities.

### **Events**

- **River John Festival Days' Pickleball Tournament:** The tournament was a great success, all thanks to our many members who volunteered in various capacities – particularly Margaret Barry who was instrumental in suggesting and overseeing the tournament format. We recommend offering the same style tournament next year. We have received feedback on the BBQ and will ensure it's more structured next year to the benefit of players, spectators and volunteers. We made \$761 on the tournament, and we had some tournament participants become RJPC members as they were very impressed with the facility.
- **River John Festival Days Learn to Play sessions:** Two sessions held on July 18 with ten people, which was a success.
- **End of Summer Dance on August 22:** We have sold 74 advance tickets which means we've just broken even once HST is deducted. We'll also sell tickets at the door.
- **Light it Up Event:** We will celebrate the court lighting as a final official event of the year.

## **6. Finance (John Carruthers)**

- Financials included below (see pages 4-9).
- **Payment for Electrical Work:** Mike George has been paid; he has generously donated hours and hours of his time. John will pay him a monetary donation in recognition of his efforts.
- **GIC:** Motion made by John C. to create a permanent fund for court maintenance and potential related expenses, in the form of a GIC in the amount of \$25,000; seconded by John M. Motion carried.
- **Potential Recognition of the Thompson Family Foundation:** The Thompson Family Foundation has donated \$32,500 to RJPC over the last three years. John C. made a

motion to name our annual pickleball tournament the Thompson Family Pickleball Tournament *if the family agrees*; seconded by Don. Motion carried. John noted that he will also draft a thank you letter for the Foundation.

- **Nova Scotia Power Billing:** We've yet to receive a bill from NSP; follow-up is required.

#### 7. Communications (Theresa Rath Spicer)

- **Members Only Facebook Page:** A Members Only Facebook page is ready to be launched. Details will be included in the upcoming newsletter.
- **Member Survey:** Will begin a draft for the Board's review. The survey would be open in the fall, before the end of the year to reach current members.
- **Merchandise:** The store will open from August 22 to September 4.

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

- **Legion:** We'd like to offer money to the Legion students next year to help with garbage removal and cleaning of bathrooms; this has been discussed at a Legion Executive meeting for next year so would not happen until then. On a related note, Ed made a motion to donate \$1,000 to the Legion per our budget and in recognition of our exceptional partnership; John C. seconded. Motion carried.
- **RJVFD:** They wanted to match the roofing on their BBQ structure to that on the fire hall, so they couldn't use our leftover roofing from the washroom facility/shade structure. Cody Joudrie kindly arranged the sale of the leftover roofing for \$100. Monies received and deposited into RJPC bank account.
- **YMCA:** Covered above in Membership Update.
- **School Outreach:** We heard back from Tatamagouche Regional Academy and provided information to them on how to possibly obtain free paddles and equipment from Selkirk to start a pickleball program. We didn't hear back from Northumberland Regional High School but will follow-up with them in the fall.
- **RCMP:** They responded and agreed to share information about our washroom facility being available to officers who patrol the area.
- **Town of Pictou and MOPC Active Transportation re Bike Rack:** We're awaiting next steps from the Active Transportation contact about the installation of bike racks.
- **Wi-fi Access:** Received free Wi-fi access for the tournament and it continues to be available at our courts. Awaiting next steps from MOPC, however, they've agreed to work with us so that we will have wifi available in the Legion Remembrance Gardens and on the courts going forward. We will continue to follow-up with MOPC. Related to this, we should consider a camera for the Pickleball Park to monitor the area for security purposes and for members to check to see if the courts are dry for play. John C. and Don will partner on this.

#### 9. Other Business

- **Board Recruitment:** The term for three of six current Board members (Don, John C. and Theresa) is up early in 2026. All Board members will begin recruiting prospective members to fill upcoming vacancies.

#### 10. Adjournment

Motion to adjourn the meeting by Ed at 9:34 p.m.; seconded by John M. Motion carried. Next Meeting will be held in early November; location TBD.

Minutes by Theresa Rath Spicer, RJPC Secretary

## Financials to August 18, 2025

### River John Pickleball Club Statement of Financial Position



	<u>Aug 18/25</u>	<u>Dec 31/24</u>
<b>Assets</b>		
Current		
Cash	\$ 43,871	\$ 17,513
Membership fees receivable - Pickleball Canada	1,539	3,709
Donations receivable - Municipality of Pictou County		200
HST recoverable	2,766	16,624
Prepaid insurance		1,934
Deposit - RJVFD	600	600
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	48,776	40,580
<b>Capital assets</b>		
Pickleball facility and equipment, at cost	244,182	216,888
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	\$ 292,957	\$ 257,468
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<b>Liabilities</b>		
Current		
MOPC GoPlay Fund - in trust	\$ 900	\$ 1,400
Payable to RJVFD	500	
Deferred revenue - 2025 membership fees		5,325
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	1,400	6,725
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<b>Net assets</b>		
Unrestricted surplus	15,030	10,649
Internally restricted funds	32,345	23,206
Investment in capital assets	244,182	216,888
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	291,557	250,743
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	\$ 292,957	\$ 257,468
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**River John Pickleball Club**  
**Statement of Operations**  
**For the year ended December 31**



		<b>Actual</b>	
	<b>Budget</b>	<b>Jan 1 to</b>	<b>Jan 1 to</b>
	<b>Dec 31/25</b>	<b>August 18/25</b>	<b>Dec 31/24</b>
<b>Revenues</b>			
<b>Government grants</b>			
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			
		23,433	25,000
<b>Fundraising</b>			
Pictou County YMCA		-	-
Community Links Nova Scotia			
Donations from individuals, corporations, Service Clubs and Associations		10,000	19,092
		10,000	19,092
<b>Other income</b>			
Club membership fees	\$ 7,500	9,600	4,721
Drop in fees	1,000	706	1,151
Pickleball Nova Scotia rebates	800		775
Other income (Clinics, Tournament, and miscellaneous)	2,100	1,676	1,126
Interest income			1,524
	11,400	11,982	9,298
	11,400	45,415	53,390
<b>Expenses</b>			
Bank charges	110	197	176
Donations and sponsorship	1,000	250	1,150
Dues and fees	35	81	231
Insurance	2,086	1,934	1,897
Office and court expenses	2,000	1,086	1,895
Repairs and maintenance	1,100	244	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		
Volunteer appreciation night		809	
	10,431	7,601	10,438
<b>Excess of revenues over expenses</b>	\$ 969	\$ 37,814	\$ 42,952
<b>Net assets, beginning of year</b>		\$ 250,743	\$ 203,791
<b>Excess of revenues over expenses</b>		37,814	42,952
<b>Transfers from operations to restricted funds</b>		3,000	4,000
<b>Net assets, end of year</b>		\$ 291,557	\$ 250,743

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



<b>Net Assets</b>	<b>Unrestricted Surplus</b>	<b>Internally Restricted Funds</b>	<b>Investment in Capital Assets</b>	<b>Jan 1 to August 18/25</b>	<b>Jan 1 to Dec 31/24</b>
<b>Net assets, beginning of year</b>	\$ 10,649	\$ 23,206	\$ 216,888	\$ 250,743	\$ 203,791
Add:					
Revenue	11,982			11,982	9,298
Fundraising		33,433		33,433	44,092
Transfers to restricted funds		3,000		3,000	4,000
	22,631	59,639	216,888	299,158	261,181
Deduct:					
Expenses	(7,601)			(7,601)	(10,438)
Capital expenditures		(27,294)	27,294		
<b>Net assets, end of year</b>	<b>\$ 15,030</b>	<b>\$ 32,345</b>	<b>\$ 244,182</b>	<b>\$ 291,557</b>	<b>\$ 250,743</b>
<b>Internally Restricted Funds</b>	<b>Capital Expenditures</b>	<b>Court Replacement</b>	<b>Wind Screens</b>	<b>Insurance Deductible</b>	<b>Total</b>
<b>Balance, beginning of year</b>	\$ 19,206	\$ 2,000	\$ 1,000	\$ 1,000	\$ 23,206
Add:					
Fundraising	33,433				33,433
Transfer from unrestricted funds		2,000	1,000		3,000
	52,639	4,000	2,000	1,000	\$ 59,639
Deduct:					
Capital expenditures	(27,294)				(27,294)
<b>Balance, end of year</b>	<b>\$ 25,345</b>	<b>\$ 4,000</b>	<b>\$ 2,000</b>	<b>\$ 1,000</b>	<b>\$ 32,345</b>

**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**

	<b>August 18, 2025</b>	<b>Dec 31, 2024</b>
Pickleball facility including site preparation, paving, court coatings, nets, fence, light post supports, and concrete pad	\$ 169,721	\$ 169,721
Bathroom renovations	24,544	23,908
Shade shelter	12,404	12,404
Lights and electrical costs	26,786	2,718
Seating - benches, bleachers and picnic tables	4,324	4,324
Signage	1,925	1,925
Windscreens	2,589	
HeartSine Samaritan AED	1,889	1,889
	<b>\$ 244,182</b>	<b>\$ 216,888</b>

*Administrative Note: Minutes approved by the Board via email on September 1, 2025*