



MEETING MINUTES

Director's meeting October 22, 2024, at 7 pm via Zoom

Present: Julie, Erin, Irene, Vashti, Kiyoshi, Steve, Adrian

Absent: Allen, David, Ryan, Chris

1. Accept minutes of September 3, 2024 meeting
MOTION accepted and seconded, Erin/Steve
2. **Financial report - Erin**
 - 2.1 Erin advised that financial information/monthly reports are posted on the website for review by Directors.
3. **President's Report – Julie**
 - 3.1 Summary of Season 4 :
 - Court rental costs are similar to prior years. To note, is that rental fees are billed monthly by the City, are rounded up to the half hour per City policy, and are net of any cancelled hours due to weather. Season 4 rental expense was \$9,297.66
 - Julie will submit miscellaneous expenses (includes medals, merchandise deposit, purchase of balls) currently estimated to be in the amount of \$3,153.
 - Club Merchandise – the decision to offer POCOMO branded merchandise was based on strong interest shown by members in the last season's survey. Overall, sales were moderately successful. It was recommended that the Club continue to offer merchandise but that the timing and method of sale be reviewed prior to next season.
 - Facilities update – the 3 new **Port Moody** courts will not be completed until next spring. On-going consultation with POMO sports groups continues and there may still be a possibility of renting the Westhill lacrosse box in 2025. **Port Coquitlam** announced that a new covered facility similar to the Coquitlam forum will be built on the site of the existing bike park on the north side of the City. It's unclear when/who will have access to this facility at this time. **Coquitlam** may have indoor court rental times available during the Christmas break – Julie will report back on dates, viability, etc.
 - Novice night – managing novice play was the biggest challenge in season 4 due to the number of beginners totally new to the sport who are joining existing novice play. Several different approaches of organizing Novice night were discussed. It was agreed that Novice night needs more support in terms of hosts, court assignment, and integrating play.

- Julie reported that the End of Season Social at the POMO Wings location on October 19 was well supported and the feedback from members who attended was positive.

3.2 Season 5 Planning (2025):

- Julie proposed adding 4 additional hours for Club play. Erin reminded the Board of the need to be mindful of the City's mandate for balance between Club and public access. There was lengthy discussion around which days to add hours and the possibility of adding a mixed ladder. Steve raised the issue of finding enough hosts to cover additional court times. The Club's schedule for 2025 must be submitted by Erin as soon as possible. Erin will check with Kevin at the City to determine which days additional time could be added and update the Board by email for final decision.
- Tournament dates: It was agreed to continue to offer 2 member tournaments. Proposed dates are July 12/13, and September 13/14. The outstanding issue will be replacing John and Heather as tournament organizers. This will be discussed further at the next meeting.
- Clinic dates: firm dates cannot be scheduled until instructors, organizers, coaches, volunteers etc., are booked
- Fees – no changes to existing membership fee schedule even though court rental costs are expected to increase minimally in 2025.
- AGM – confirmed for April 8, 2025. Current protocol for AGM notification, agenda package, etc., will be followed.

4. Coquitlam Report – Erin

- 4.1** Bramble Court repairs – The repairs made by the City's contractor were unsatisfactory and were redone. Erin advised the City of new damage to court 1. Erin reported that the drainage issue has improved and water is not pooling as badly. There was some discussion about leaving the old squeegee out on the court and keeping the others in the lockbox. Erin reported that several net straps are missing.
- 4.2** Club stats – Erin shared some interesting info on the composition of the current membership. Most important to the City of Coquitlam are the residency percentages. These numbers determine the level of priority the City gives to the Club for court access. Although Coquitlam residents make up the largest percentage, that number declined this year while the total number of Tri-City residents increased. It was agreed that there is no need to cap the Club's membership at this time.
- 4.3** Medical Incident Reporting – Erin reported that it's unclear if PB Canada requires Clubs to designate a specific person to be responsible for reporting medical incidents/injuries. Currently, POCOMO requires on-site hosts in assisting/facilitating affected members with the reporting process – incident forms are kept in the lockbox. Erin recommends that the Board consider designating a Director with this responsibility going forward.

5. Old Business

- 5.1** Hosts/Hosting: There were on-going challenges finding hosts during the season, especially in September. David and Erin had previously recommended that a 'Host Captain' volunteer coordinator position be created in 2025. In addition to his other

duties, David currently coordinates this program which is a big job. To a large extent, the success of the Club depends on the participation of volunteer hosts. Several ideas to encourage host participation were discussed, including 'incentives' and other forms of recognition, scheduling a formal training/meet and greet session date prior to the start of the season, and consistent communication to members on the opportunities and benefits of hosting.

5.2 Equipment – The Club uses approximately 300 balls per season. David ordered Franklin balls for next season when they were on sale.

5.3 Member and PB Heath Survey 2024 – Adrian reviewed the results of the Health Survey that will be useful for future planning. Several questions were suggested to be added to the member survey that he will send out.

6. New Business – an email will be sent out to remind members to renew memberships and to advise on the date of the AGM in 2025 in early December.

7. There being no other business, the meeting was adjourned at 8:50 pm