



MEETING MINUTES

Director's meeting January 28, 2025, at 7 pm via Zoom

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

Absent: Allen, David, Ryan, Vashti

1. Accept minutes of October 22, 2024 meeting

MOTION accepted and seconded, Erin/Julie

2. **Financial report - Erin**

2.1 Financial report up to December 31, 2024 is posted on the website. Erin provided an update on the current balances in the operating and current accounts.

ACTION: Julie will contact Allen to discuss renewal of the GIC.

3. **President's Report – Julie**

3.1 AGM Planning:

- a) Notice of the AGM will be sent to all current members prior to the meeting on April 8, 2025. The AGM 'package' will be sent to all current members when the 2024 annual financial statements are completed after the March 30 year end. AGM will be held via ZOOM. There was brief discussion on how to encourage attendance at the AGM. No changes will be made to this year's format.

ACTION: Julie, Irene and Allen to prepare and email the AGM notice and info to members

3.2 Club Play Schedule 2025:

- a) 346 members have renewed memberships to date. A reminder email will be sent in February to those with expired memberships.
- b) No changes to structure of club play on Mondays, Thursdays and Saturdays.
- c) Changes on Tuesdays: 5 pm – 6 pm will be offered as a Lesson/Intro to Pickleball session for beginners. Novice play will be from 6 pm – 8 pm
- d) Changes to Wednesdays: the additional 2-hour court time for 2025 (6 pm – 8 pm) will be split. 2 courts will be designated for 'advanced' players. The remaining 6 courts will be for regular mixed play. Skill level for the 'advanced' category is a 4.5+ rating and a 'skills' list will be displayed with this info so members know the requirements for play at this level. If the advanced courts are not in use, they will be turned over for mixed play. This change will be done a trial basis at the beginning of the season.
- e) Tournament dates: Proposed dates are July 12/13, and September 13/14. A new tournament director is needed to replace John and Heather. Julie has an experienced contact who may be available to take on this role temporarily and

train new tournament directors once they are recruited. Chris and Irene offered to help with tournament details if/when needed.

- f) Clinic dates: No firm dates or details yet.
- g) WHATSAPP – Allen has been doing an excellent job managing the WHATSAPP sign up, and monitoring chats, etc. This is a big job and time consuming especially at peak times. Allen could use some support at these times. There have also been several incidents of ‘bots’ accessing the various groups. Members will be reminded to add their names/numbers to their sign-in, to help detect/prevent suspicious intruders. Chris offered to help Allen during the activity peaks.
- h) Medical Incident Reporting – Irene offered to be the designated MI Officer for 2025, responsible for collecting and forwarding any MI report forms to PBC. Copies of the MI Forms will be kept in a binder in the lockbox. Hosts will be advised on the process for filling in and collecting MI forms if there is an injury during their time slot.

ACTION: Julie will update Allen with schedule changes and request that he post the 2025 schedule on the website with TBA descriptions, until court allocation is finalized

ACTION: Julie will send an email reminder to expired members

4. Coquitlam Report – Erin

4.1 Bramble Courts – a graffiti incident recently happened at the courts but the City responded quickly to remove it. Erin said that any new incidents should be reported to the City immediately. Quick action seems to deter repeat incidents. New centre straps will be placed on nets that need them and marked ‘Bramble’. Erin and Julie will schedule the annual ‘walkabout’ at the courts with City staff. The 2025 court allocation schedule was submitted to the City and should be confirmed shortly.

5. Old Business

5.1 Hosts/Hosting: David has done a great job managing the Host schedule. Steve volunteered to work with David and Julie this season recruiting, training and scheduling hosts. The topic of incentives for hosts (who contribute a certain number of hours) was discussed again. Recommended: that a host orientation session be scheduled prior to season opening, with a possible ‘mid-season’ check in for feedback from hosts.

5.2 Equipment – David reported that he has 200 Franklin balls stored at his home. Kiyoshi offered to store 100 balls. It is the responsibility of Board members and hosts to keep track when balls need to be replaced – no more than a dozen balls in the lockbox at one time.

ACTION: David and Julie will contact prior year hosts and also include a request for 2025 hosts in an upcoming email

ACTION: David and Steve to review/update Host duties list and schedule a host orientation session.

6. New Business – Chris reported that Pickleball Canada has now made protective eyewear mandatory at all sanctioned tournaments in 2025. Although the Vernon Provincial tournament requires players to use protective eyewear, there is no clear indication if Pickleball BC will make this mandatory. Chris pointed out that the new paddles coming on the market present more risk for eye injury.

ACTION: Chris will contact Pickleball Canada and Pickleball BC for clarification and report back

ACTION: Julie will include a reminder in her emails to members that they consider wearing protective eyewear during club and other play

7. There being no other business, the meeting was adjourned at 9:10 pm

Next Meeting: Tuesday February 25th at 7 pm via Zoom