



MEETING MINUTES

Director's meeting August 12 2025, at 7 pm via Zoom

Present: Erin, Irene, Ryan, Steve, Adrian, Kiyoshi, Chris, David, Vashti, Salma

Absent: Allen

1. Accept minutes of June 4, 2025 meeting

MOTION by Irene to accept the June 4th minutes, seconded by Steve. All in favour
Carried

2. **Financial Report**

2.1. Erin reported on the financial status of the Club - \$16,941.19 in the operating account and \$44,430.68 in GIC's

ACTION: Chris to complete the cash retention report and present to the Board for approval at next meeting

ACTION: Ryan to complete signing authority with bank as soon as practical

3. **President's Report**

3.1 Erin reported on several complaints made to the City by local residents. She emphasized that Hosts should remain respectful and considerate in dealings with members and non-members at all times. Hosts are not expected to enforce use of the paddle rack system when Club play ends but should encourage it. Hosts are not expected to insist that players mix up teams during Club play but should encourage it. The noise complaint was addressed by the City's Acoustic Engineers who were on site on Canada Day. Erin will share the City report when its available. Erin reported that the City will repost the QR barcode on the court sign so that the public can see the Club's rental times/dates. Marc Dube made a temporary sign with the Club schedule for Hosts to hang at the gate when Club play is in session.

3.2 Erin reported that City staff have booked the courts for restricted play Mondays and Wednesdays from noon to 1 pm, but are not using all 8 courts.

3.3 Julie will attend the Coquitlam Sports Fair August 16 to conduct a pickleball demo on behalf of the Club.

3.4 Erin reported on a petition circulating in Port Moody requesting the City to modify the existing tennis courts next to the Rec centre with PB lines. Port Moody has not moved to build any new PB courts despite indicating it would do so 3 years ago. Erin and Ryan plan to meet with City staff to discuss needs/issues.

3.5 Erin shared updates for indoor play, including the new YMCA and the Forum (Dogwood). Both Dogwood and the YMCA have initiated youth programs with donations in the range of \$2,500. A Lacrosse box in Coquitlam will also be lined for PB.

3.6 Erin and Ryan are looking at options and working on a preliminary proposal for outdoor replacement courts in Coquitlam (when Bramble courts are decommissioned). They will also discuss portable net options with City staff.

4. Merchandise

Allen and Erin are looking for a supplier for Club merchandise for shirts, tanks and hats. It was recommended that a pre-sale requirement to purchase be eliminated to improve sales.

ACTION: Defer decision to order Club merchandise for next season

5. Season Start-Up

5.1 Club sessions review: Erin reported that the 2025 season has been positive and thanked all volunteers for their time and support in growing the Club. Steve commented on the low attendance at the Wednesday morning sessions.

5.2 Ladders and Round Robin. Vashti reported that the RR sessions often end early with courts remaining open. She is unclear about attendance at the men's but will follow up with Raj and report.

5.3 Membership fees: Chris noted that PB Canada annual fees start on September 1st and queried whether the Club will raise our fees for 2026 season. Several options were discussed.

MOTION: by Chris to keep POCOMO membership fees at \$30 for the 2026 season, seconded by Steve. All in favour
Carried

ACTION: Keep same format for the remainder of this season and reevaluate session scheduling for next season

6. Facilities and Equipment

6.1. Kiyoshi reported that a fence post has come off its concrete footing creating a hazard. City welders are scheduled to make the repair the week of August 11th, affecting courts 1 and 2. Infrastructure at Bramble is aging rapidly with surface damage to 3 courts, post bolts loose, cracks in retaining walls, posts coming off bases. The City will not be investing in any major repairs at the Bramble courts.

6.2. David advised that approx. 4 balls are broken each session. There are 150 balls left for general play and 75 Selkirk balls left for tournament play.

ACTION: David will order more balls

7. Player Development and Events

7.1. July Tournament Review: The Committee reported that the tournament was a success and feedback from members was positive, overall. Members comments included creating a higher 4.5 category, with the goal of re-capturing higher level players, creating more divisions at lower 2.5 level to better accommodate beginners. Erin suggested adding a 140+ division. The Committee will take these suggestions under advisement for future tournaments.

Budget Review: Budget overruns were discussed. Irene briefly explained the reasons for overruns for supplies and volunteer appreciation. The Committee will review these issues when preparing the budget for the September tournament.

Medals: Ryan shared that all of the medals ordered were distributed at the tournament, right to the last medal. Erin suggested that next year's medals be 'branded' with POCOMO colours, etc.

Crossroads Hospice Society: Erin and Irene passed on thanks from Crossroads staff about their involvement at the tournament. A total of \$3,462.70 was raised from the silent auction and the Club's \$500 donation.

ACTION: Chris will contact Allen to prepare the final July tournament income/expense statement and circulate to the Board when completed

ACTION: Ryan will reach out to the members with graphic design skills about creating a POCOMO brand medal design for future tournaments

7.2. September Tournament: There was a brief discussion about raising entry fees for September tournament upwards from \$15 to compensate for the \$2.50 Mastercard processing fee for each registration. It was decided to keep the fee at \$15 for this season and review for 2026. Members will be advised that there will be no refunds if tournament is cancelled due to weather.

ACTION: Ryan will convene a meeting of the tournament committee and prepare budget for approval

ACTION: Ryan and Allen to set up online tournament registration process

ACTION: Ryan will send an email to members with tournament dates/details

7.3. August Clinic: Ryan reported that registration has been disappointing – 20 members signed up (10 for each session) compared to 64 members last year. In addition, Robin D'Abreo is injured and will not be able to coach the clinic. Ryan recommended that the clinic be cancelled and fees refunded.

ACTION: Erin will cancel courts booked for clinic

ACTION: Ryan will work with Allen to issue refunds to participants

ACTION: Ryan will notify members about cancellation

8. Social Committee

July 1 Canada Day: Irene provided a brief update on this event saying that it was well attended (97 members participated) and quite patriotic with music and Canada decorations.

End of Season Social: Late October, early November were suggested as possible dates for this event and IPOP was suggested as a possible venue.

ACTION: Irene will take the lead in organizing End of Season event and report back with details

9. Host report

No major issues were reported by David aside from the number of broken balls being replaced.

10. Social Media Report

Salma and Hasti are continuing to post photos and reels on the Instagram page to keep it fresh and interesting to followers. She noted that engagement has been strong emphasizing that it's a good way to push conversations from WhatsApp and build community. Remaining Board members will also be profiled there. Salma also inquired about the Club's Facebook page. There was consensus that the FB page be reviewed to ensure that it aligns with the Club's content.

ACTION: Salma will investigate the Facebook page further to find out who the administrator is, and take over management of this platform

11. Branded Canopy

Erin is working on a sign-out system for use of the canopy by members and will report back at next meeting. The canopy and other Club supplies are now stored at Barnet Self Storage. Chris raised a concern about the Club's liability in general and as it applies to members use of the Canopy. It's unclear what Pickleball Canada's Liability Insurance Policy actually covers. Chris recommended reviewing the Club's liability responsibilities with an independent insurance agent to ensure that we are fully covered for injury and equipment use. It was also recommended that sandbags be purchased to secure the canopy when in use.

ACTION: Erin will write up access information for Barnet Storage and circulate to the Board

ACTION: Erin will draft a protocol for equipment sign-out and present at next meeting

ACTION: Chris and Erin will follow up with Pickleball Canada regarding liability insurance coverage

ACTION: Sandbags will be ordered

12. WhatsApp

Erin provided an update on several questionable WhatsApp posts. She and Allen are monitoring posts and have begun deleting posts deemed inappropriate. She posted a reminder to members that guidelines will be enforced and continued misuse could result in losing privileges. Hosts will also be reminded to keep posts generic in nature and not single out any individuals

13. Next Meeting

Possible dates are October 7 or 23. TBA

14. Adjourn: There being no further business the meeting was adjourned at 8:54 pm