

Victoria Regional Pickleball Association
Annual General Meeting Sep. 28, 2020, 7:00 PM (registration at 6:30)
Electronic Meeting

NOTE: By special authority of a provincial ministerial order, this meeting will be electronic and not in person. Please note the last page regarding participation in an electronic meeting.

Agenda

1. Adoption of rules of order
2. Board appoints president to chair meeting
3. Determine quorum
4. Approve agenda
5. Approve the minutes of the of Sep 23, 2019 Annual General Meeting
6. Financial statements
7. Directors' reports
8. Election of directors – see Note below
9. Business arising out of a report
10. Resolutions

1. Be it resolved that Bylaw 5 be amended by adding Bylaws 5.5 and 5.6 as follows:

(5.5) If at any time, the Board determines that there is insufficient local community representation on the Board, it may appoint up to 3 additional voting members as directors.

(5.6) A director appointed by the Board under Bylaw 5.5 is not eligible to be elected an officer of the VRPA and ceases to be a director on the date of the next Annual General Meeting unless elected at that time.

Rationale:

Our current Bylaws provide for a maximum of 7 directors to be elected by the members. Our mandate includes advocating for pickleball throughout the greater Victoria region. There are 13 separate municipalities in the region and, as a result, some have been underrepresented or not represented at all on our Board. For the past several months, the Board has invited two guest representatives, one each from North Saanich and the western communities, to help ensure that we hear and respond to the needs of those communities. The proposed amendments, if approved, will allow future Boards to make short-term appointments as necessary to continue our efforts.

2. Be it resolved that Bylaw No. 9.3 be amended by adding “or anyone of the treasurer, president and vice-president and any other director”

Rationale:

If approved, Bylaw 9.3, in its entirety will read:

(9.3) A cheque to be signed by the Society must be signed on behalf of the VRPA by any two of the treasurer, president and vice-president or by any one of the treasurer, president and vice-president and by any other director.

To this point, Bylaw No. 3 has required that any two of the treasurer, president and vice-president must be available to sign cheques. On one occasion last winter, only one of those

officers was available and, as a result, was unable to sign a cheque. The proposed amendment addresses the problem by permitting, where necessary, one officer and any other director to sign.

3. Be it resolved that Bylaw 3.1 be amended by adding “or electronically”

If approved, Bylaw 3.1, in its entirety, will read:

(3.1) A general meeting must be held at the time and place or electronically as the Board determines.

Rationale:

Our present Bylaws do not expressly permit holding general meetings, including the AGM, by electronic means and, as a result, this meeting is being held electronically by authority of a Ministerial Order applicable during the current state of emergency resulting from the COVID 19 epidemic. The proposed amendment would allow future Boards to decide if such a meeting is in the best interests of the members even if there is no state of emergency and ministerial order.

4. Be it resolved that Bylaw 3.1(a) be added as follows (if Resolution 3 passes):

(3.1(a)) If the Board determines that an electronic general meeting shall be held, the Board must:

(i) Host the meeting at a location within British Columbia;

(ii) Voting at the meeting must occur by e-polling, show of hands, voting cards, proxies or in such other manner as the chair directs.

Rationale:

Proposed Bylaw No. 3(1)(a) is necessary to ensure compliance with the *Societies Act* in relation to the conduct of electronic general meetings.

5. Be it resolved that Bylaw 6.6 be added as follows:

(6.6) The directors may meet at the time and place or electronically as they determine.

Rationale:

There are two reasons for proposing this additional bylaw. First, currently, due to COVID, the Board has been meeting outdoors so that social distancing can be maintained. As fall and winter weather approaches, this option will disappear. Meeting inside a director’s home may not allow sufficient distancing necessitating electronic meetings. Second, time pressures sometimes require fast decision-making that can best be accomplished by electronic email discussion and decision-making rather than meeting in person.

11. General discussion regarding priorities for 2020-2021 – membership input is sought by the Board regarding priorities for the upcoming year. All members are encouraged to give input and the chair will ensure such.

12. Adjournment

Notes regarding elections to the Board of Directors

Of the current members, two - Jan Bergen and Malcolm Macaulay - remain for the second of a two-year term. Current board members Judy Langford, Trish Main, and Gale Penner will all run for re-election.

All members in good standing may vote and run for Board positions. Nominations can be forwarded to the Board in advance of the meeting and will be taken from the floor at the meeting. Members may nominate themselves and nominations are encouraged. The Board may be up to 7 members and we hope to have a full complement this year.

MINUTES
ANNUAL GENERAL MEETING
VICTORIA REGIONAL PICKLE BALL ASSOCIATION
PEARKES RECREATION CENTRE - GARDOM ROOM
7 PM MONDAY, SEPTEMBER 20, 2019

1. Attendance:

Directors

Trish Main, President

Jan Bergen, Director

Rea Casey, Director

Mike Priestley, Director

Regrets:

Judy Langford, Treasurer

Brian Eccles, Vice-President

- Membership – Rea Casey reported 187 members in good standing to date.

2. Adoption of Rules of Order:

• **Board appoints president to chair meeting**

- Meeting called to order at 7 pm.
- Under the bylaws, a quorum of 10% (9 members) is required.
- The President announced the presence of more than 30 members in attendance in person, or by proxy.
- The members approved the Agenda for the meeting.
- The members approved the Minutes of the Sept. 11, 2018 AGM.

3. Approval of the Financial Statements as submitted in the Financial Report

• **Financial Report to VRPA (TM for JL, Treasurer)**

- VRPA account balances at June 30, 2019 year end were ISCU - \$16,541.83; PayPal - \$894.23; and Petty Cash - \$160.54.
- \$18,701.14 in accounts as of 2019 AGM
- Board thanked the Treasurer for report. The members approved the Financial Report.

4. Reports:

The President: (Attached President's Report)

- Reviewed highlights from written report.
- Saanich contract negotiated as of last week.
- Had 60/40 profit sharing with Saanich, rather than renting field house, dependent on us providing a facilitator. Facilitators must undertake a police record check, complete safety and anti-abuse training. Under the contract, Saanich handles participant registrations.
- Problem with Xmas tournament this year, if the VRPA rented the facility as Saanich wanted rather than proceeding under the profit sharing formula, the VRPA would have to subsidize tournament by at least \$500
- Saanich agreed to include profit sharing rather than charging rent for the Xmas tournament for this year only.
- Reviewed activities over last year, including various drill and play opportunities; clinics for referee and scorekeeping; a mental toughness workshop; Third Shot Sports - Mark Renneson clinic; and finally, the June leveled play tournament - 149 players over 2 ½ days.
- Thanked Board Members for their time and contributions this year and, as well thanked outgoing Board Members Brian Eccles, Rea Casey and Mike Priestley for their contributions, time and work on behalf of the VRPA.
- The members approved the President's report and also, by straw vote, approved the VRPA subsidizing the Xmas tournament, as necessary, in future.
- The members also suggested that the VRPA consider organizing a Level of Play ratings day at some future date.

The Vice-President: (TM for B. Eccles)

- Reported on dealings with Oak Bay re Carnarvon Park master plan; VRPA had hoped for at least 6 new purpose-built pickleball courts but only got 4. Oak Bay then asked staff to reconsider the pickleball courts under pressure from the tennis community but eventually approved the master plan in its present form. However, there are no

plans, at present, for actual work to commence. Courts will be at a 45 degree angle away from the recommended N-S orientation.

5. **Elections:**

The following people were nominated and acclaimed as directors for 2019 -2020:

1. Malcolm Macaulay
2. Jan Bergen
3. Gale Penner
4. John Paterson
5. John MacLeod

Trish Main and Judy Langford each have one year remaining on their present two - year terms as officers. The total number of directors is 7.

6. **Business arising out of a report:**

- No new business raised

7. **Resolution:**

Due notice having been given, the members reviewed, voted on, and passed by 2/3 of the votes cast, the following special resolution:

1. 2.9

A member must treat all players with dignity, respect, honesty and fairness at all times. Members must not act in a manner that is either unsafe, aggressive, offensive, abusive, harassing or otherwise unreasonably interferes with another player's enjoyment of pickleball play.

Members suggested that a copy of the Players' Code of Conduct be laminated and posted at the Pearkes facility.

8. **General discussion:**

The Board sought membership input re priorities for the upcoming year and received many excellent suggestions, including the following:

- Increased fun tournaments like 90 minute tournament, easy to put on;
- More drills clinics;
- Visual display of scores during tournament play;
- VRPA registration and activity information at drop in sessions;
- Combine with other associations for advocacy purposes;

- Target player levels for June tournament with regard to limitations of time and only 8 courts (318 games scheduled in June 2019 tournament);
- Separate tournament for lower level players;
- Tournament preparation clinics for lower levels;
- Survey members as to level of play and interest in tournaments; and
- Need for realistic approach to offering tournaments given demands on volunteers.

9. **Adjournment:**

Upon conclusion of business at 8:50 pm, the meeting was adjourned.

See below for President's Report:

**VRPA President's Report to the 2019 Annual General Meeting
VRPA President's Report to the 2019 Annual General Meeting
Sep 23, 2019**

Thanks: Outgoing Board members Rea Casey, Mike Priestley, Brian Eccles

Events, initiatives, and activities provided on Wednesdays at Pearkes:

- Negotiated a contract with Saanich through which we shared the profits and risks on a 60/40 basis for Wednesday afternoon. Saanich handled registrations and provided the nets. Programs or activities at Pearkes included:
 - Fall Skills and Drills level 1
 - December tournament
 - Team ladder play
 - Spring Skills and Drills level 2

Other Activities, Initiatives, and Advocacy

- provided free to members referee/scorekeeping training clinics at McMinn Park
- invited Mark Renneson of Third Shot Drop to provide a July clinic in Brentwood which he did
- held June leveled tournament – great deal of admin for us
- continued affiliation with Pickleball Canada (PCO) to provide PCO membership and liability insurance for all VRPA members
- affiliated with Pickleball BC (PBBC) which is now the conduit to PCO

- maintained the victoriapickleball.org website and fielded inquiries from newcomers and visitors re play opportunities and programs
- provided the USAPA court construction manual to municipal planners in Oak Bay, Victoria, and Saanich to ensure court construction standards are used
- Struck a court construction committee – looked at potential facilities such as UVIC/former Racquet Club complex – becoming a parking lot
- Met or talked with other groups to explore potential multisport opportunities – Velodrome society (wants a facility) and Pacific FC (building a facility)
- constantly advocated with municipal decision makers for dedicated courts throughout the region through:
 - Cedar Hill public consultation process – failed; no pickleball included
 - Consulted with Oak Bay and promoted Carnarvon redevelopment – master plan finally approved for 4 courts (less than we wanted)
 - investigated unused Bear Mountain tennis courts – surface problematic
 - continued discussions with tennis community -joint advocacy discussed
 - initiated meeting with Victoria Parks re design of Topaz courts – Recreation representatives only attended; confirmed in late spring that plans remain in place for 6 pickleball courts; no further action yet announced
 - Ongoing communication with Saanich re planning such as re Gyro Park
 - met with View Royal Councilor, John Rogers, re redevelopment plans for Centennial and View Royal parks and Juan de Fuca curling rink – presentation to council upcoming

Questions the Board has for the members: (email feedback if you like)

1. What suggestions do you have for the Board to consider in 2019-2020?
2. A full, competitive tournament requires a minimum of 12 courts. We have 8 at a single location. Given these limited resources, which players should the target group for a June, leveled tournament? Entry level? Advanced players from anywhere? Local?

**President's Report to VRPA Electronic Annual General Meeting
7 PM Sep 28, 2020**

Thanks: Outgoing Board members John MacLeod and John Paterson and to all Board Members

Events, initiatives, and activities provided on Wednesdays at Pearkes:

- Negotiated a contract with Saanich through which we shared the profits and risks on a 60/40 basis for Wednesday afternoons in the Fall of 2019. Due to COVID-19, planned Spring 2020 offerings were cancelled. Saanich handled registrations and provided the nets. Programs or activities at Pearkes included:
 - Fall Skills and Drills and Ladder program for 3.5 and up players
 - December one-day tournament

Other Activities, Initiatives, and Advocacy

- scheduled June leveled tournament – cancelled due to COVID-19
- continued affiliation with Pickleball Canada (PCO) to provide PCO membership and liability insurance for all VRPA members
- continued affiliation with Pickleball BC (PBBC) which is now the conduit to PCO
- maintained the victoriapickleball.org website and fielded inquiries from newcomers and visitors re play opportunities and programs
- participated in a Seniors' Fair in Sidney to promote pickleball
- invited guest participation in VRPA Board meetings to representatives from the Western Communities and Saanich Peninsula
- constantly advocated with municipal decision makers for dedicated courts throughout the region:
 - presented to View Royal Council regarding the need to provide outdoor pickleball courts with special attention to redevelopment of Helmcken Centennial Park
 - met with President of Invictus Developments and subsequently supported their development efforts which will see significant amenity funds flow to View Royal. Invictus is willing to build courts at Helmcken Centennial Park should VR Council decide to devote some of the amenity funds to such redevelopment
 - supported Saanich Peninsula Pickleball Association, VRPA members, and pickleball players in general who play at Wain Park pickleball courts with respect to North Saanich Council's potential restrictions on hours of play and modified equipment
 - maintained contact with the City Victoria Parks department with respect to the redevelopment plans for Topaz Park and which will include 6 pickleball courts. The development schedule has been initially delayed by the construction climate and subsequently by COVID-19 and the homelessness crises
 - ongoing communication with Saanich re planning for additional outdoor courts and generally acting as a liason between the Parks department and pickleball players

Questions the Board has for the members: (email additional feedback please)

1. What suggestions do you have for the Board to consider in 2020-2021?
2. What skills and/or experience can you bring to bear on acquiring land and building a large pickleball facility? We know you are out there and we need you. See the skill set of the organizing committee for the [courts in Vernon](#) (on municipal land!). Do you have a background in finance, construction, project management? If so, we need you. A facility will not be built simply on a wish to have one. A lot of work is required by people just like you. It will take pickleball players stepping forward to offer their expertise to make it happen. What is your expertise?

Membership Report as of June 30, 2020

236 new or renewed members on June 30, 2020

Treasurer's Report as of June 30, 2020

See financial statements below.

Financial Statements

**VICTORIA REGION PICKLEBALL ASSOCIATION
FINANCIAL REPORT SUMMARY
Fiscal Year July 1, 2019 to June 30, 2020**

Income			
Membership Fees	APPENDIX A	\$2,620.00	
Christmas 2019 Tournament Surplus	APPENDIX B	\$598.93	
Shared Programming with Pearkes	APPENDIX C	\$1,823.70	
	Interest	\$7.06	
TOTAL INCOME			\$5,049.69
Expenses			
Miscellaneous	APPENDIX D	\$330.88	
Petty Cash Payouts (excl. Tournament)	APPENDIX E	\$56.40	
Pickleball Depot - balls, February 26, 2020		\$195.45	
Membership Fees to Pickleball BC	APPENDIX F	\$900.00	
PayPal transaction fees	APPENDIX A	\$148.28	
TOTAL EXPENSES			\$1,631.01

VRPA YEAR END FINANCIALS

July 1, 2019 - June 30, 2020

APPENDIX A Membership

Received			
Members - New	21	x 20	\$420.00
Members - Renewals	220	x 10	\$2,200.00
			\$2,620.00
PayPal transaction fees			
	21	x .88	\$18.48
	220	x .59	\$129.80
			\$148.28

VRPA YEAR END FINANCIALS
July 1, 2019-June 30, 2020
APPENDIX B Christmas Tournament

Income		
64 Registrants @ \$20	\$1,280.00	
Total		\$1,280.00
Expenses		
Pearkes Facility portion	\$512.00	
Coffee, snacks	\$74.45	
Door prizes, medals	\$66.15	
Markers, signs, etc.	\$26.25	
Photocopying	\$2.22	
Total		\$681.07
Surplus		\$598.93

**VRPA YEAR END
FINANCIALS
JULY 1, 2019-
JUNE 30, 2020
APPENDIX C
Program Income -
Pearkes Sessions**

Date Received	Amount	Note
7/22/2019	\$953.31	May/June 2019 Skills and Drills clinics - two sessions
1/23/2020	\$518.40	November/December 2019 Drills and play
4/29/2020	\$351.99	January/February 2020 Drills and play
Total	\$1,823.70	

**VRPA YEAR END
FINANCIALS July 1,
2019 - June 30, 2020
APPENDIX D
Miscellaneous Expenses**

Date	Note	Amount
8/18/2019	Weebly Team Domain fee	\$76.05
8/18/2019	Lone Wolf Tech Authentisign fees	\$113.38
8/31/2020	AGM Room Rental Pearkes	\$51.45
10/28/2020	BC Societies filing fees	\$90.00
TOTAL		\$330.88

VRPA YEAR END FINANCIALS
July 1, 2019 - June 30, 2020
APPENDIX E Petty Cash
Reconciliation

Date	Note	Reimburseable	Amount	Balance
7/1/2020	Balance brought forward			\$160.54
10/15/2020	Isl. Svgs. Counter Cheques	Cash	\$6.00	154.54
12/15/2020	Christmas Tournament Supplies	Mary Orme	\$26.25	128.29
1/6/2020	Christmas Tournament Photocopying	Trish Main	\$2.22	126.07
1/6/2020	Waiver Forms Photocopying	Trish Main	\$6.72	119.35
2/25/2020	Pickleball Information Sheets for Seniors Fair	John MacLeod	\$43.68	75.67
6/30/2020	Petty Cash Year End Fund Balance			\$75.70

VRPA YEAR END FINANCIALS
July 1, 2019 - June 30, 2020
APPENDIX F Membership Fees Paid to Pickleball BC

Date	Amount
7/1/2019	\$165.00
7/18/2019	\$232.50
8/13/2019	\$67.50
8/30/2019	\$67.50
9/17/2019	\$45.00
10/31/2019	\$52.50
12/2/2019	\$75.00
1/28/2020	\$75.00
3/2/2020	\$67.50
5/20/2020	\$52.50
TOTAL	\$900.00

VRPA YEAR END FINANCIALS
July 1, 2019 - June 30, 2020
Balances at June 30, 2020

Island Savings Credit Union	\$20,048.54
PayPal Account	\$608.67
Petty Cash	\$75.70
Total	\$20,732.91

Zoom Meeting Procedures

The meeting will take place via ZOOM. Well prior to the meeting, you will need to download the application from [Zoom.us](https://zoom.us). You will not require a Zoom account but you will need the application.

Don't be overwhelmed by the following instructions. It is easier than these details may lead you to believe.

Full participation will require you to enable both your sound and video capabilities (see reference below to support). Those without this ability can phone in to a Vancouver-based number (the invitation will contain a link to a list of "local" numbers, one of which will be 1-778-907-2071. Use this number to join the Zoom Meeting. It is not a toll free number and long distance charges may apply unless you have a package from your phone company that provides free long distance calls within Canada.

Optionally, you can participate by assigning a proxy to another VRPA member in good standing. Submit your proxy, **24 hours in advance**, by:

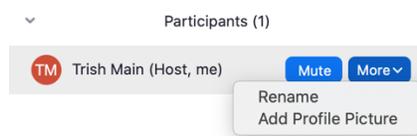
- Completing the online form at: <https://forms.gle/NJsfWiHRFv7ewuD7>

Beginning at 6:30 pm on Sep 28, 2020, you may register for the meeting by clicking on the link you will receive in the emailed meeting invitation which will be sent in a separate email closer to the meeting.

You will automatically be entered into a virtual waiting room. The host (president) will admit you and you can state your name[s] to register.

Once admitted to the meeting please:

1. Mute your microphone until the meeting begins by selecting the microphone icon in the Zoom task bar (top or bottom of the Zoom screen). A red line through the microphone icon will indicate that your microphone is muted. Please bear with us as we register everyone and verify that you are members in good standing.
2. If your name does not appear in the video window representing you, please rename yourself. If there are two of you and especially if you have different last names, please include both of your names to identify you during the meeting and on our membership list. See a short youtube video on renaming yourself at: <https://www.youtube.com/watch?v=zRnNIEi9uNg&feature=youtu.be>



Voting will be done via Zoom's polling function (see the task bar - bottom or top of the Zoom screen depending on your device - and three, upright bars icon). In those cases where couples are participating together, only the person who is logged on can vote through the poll and the other person will have to vote by raising the hand. Denis Harrigan will be the scrutineer and he will record the raised hands.

Please see the Zoom website's support area (<https://support.zoom.us/hc/en-us>) to help you with all of the functions mentioned above. See, particularly, Joining and Joining & Configuring videos.