

Westsound Pickleball Community

Meeting Minutes 10/16/24

Attending Officers	Roland Perry, President Theresa Aubin Ahrens, Presiding Partner (unable to attend Jana Piering voting rights) Deb North – Secretary Jana Piering – Treasurer Chuck Kheriaty Byron Harris Barney Bernhard Sally Haas Ned Ahrens – Guest Gary North – Guest Tim Giron - Guest	
Called Meeting	Meeting was called to order by Theresa Ahrens Aubins, 12:10 pm Agenda	
Time and Place	Admiral Theatre Conference	
Approve Meeting Minutes of 8/19/24	MOTION made to approve 9/18/2024 Meeting Minutes by Chuck, seconded by Sally; Motion carried unanimously	
Treasurer Report Jana Piering	Treasurer Report by Jana \$57498.24 Balance Annual Report Submitted to State of Washington and IRS	
	Update	Computer comes today, bought through Best Buy with Geek Squad. Hired a person to help with books.
	Discussion	Computer ordered and Quickbooks to load this week; Need to meet with Clark Whitney to ensure codes. Joelle and Theresa have experience with Quickbooks.
	Motion To Do	<ul style="list-style-type: none"> • Jana to write check for \$2000 • Contact Kitsap Sun to publicize donation • DeeDee to deliver to Boys and Girls Club • Meet with Clark Whitney for non-profit codes • Setup the computer and Quickbooks
Tournament(s) Chair: Barney Barnhard	Halloween Round Robin	October 31 there will be a Ladder Play on front 6 courts. Costumes optional. There will be prizes! To Do: <ul style="list-style-type: none"> • Sally to send a note if anyone has WPC equipment to include on inventory and get to Sally completed • Sally send electronic copy of inventory to Secretary
Membership Gary Floring	Update	Deb updated with 190 members as of today. Folks come in daily to ask for hats. To Do: <ul style="list-style-type: none"> • Gary and Deb to set up procedures for exceptions and new process-exceptions down to duplicate entries • Doug Whittle owed money back; leading customer. Completed by Jana

		<ul style="list-style-type: none"> • Rolland will contact Gary Floring to get their hats, pick up list and hats 	
Marketing	Website- Deb North-Chair	Update	<ul style="list-style-type: none"> • Pictures for website (Jim Oas and Ned Ahrens) • Handling reports for membership • Gym Opening Financial <p>Now invoicing for cash, venmo or check at EBG so report provides the items and can be downloaded to Quickbooks easily.</p> <p>Still working on easier way to pull reports.</p> <p>Website can handle pictures, Deb just need to have them uploaded.</p> <p>EBG payments can now be handled through Stripe vs. cash vs venmo and will go directly to report.</p> <p>To Do:</p> <ul style="list-style-type: none"> • Post pictures on website and people in tournament can go get them, need a photo gallery • Linked to a paid gallery site, we need our own • Add a box for volunteers opportunity to website and in newsletter
		Recommendation	<p>Add a box on website listing any needs for volunteers and other hard goods. Ways to volunteer and who to call if want to do that. Ways to volunteer and ways to help.</p> <p>We collect who wants to volunteer.</p> <p>To Do:</p> <ul style="list-style-type: none"> • Deb to send email to Sally Haas with list of thos who click yes to volunteer with volunteer needs
Lions Park/Equipment Committee DeeDee Ryen		Update	No open play during EBG opening; members have access to lock boxes
		Recommendation	To Do:
		Committee	<ul style="list-style-type: none"> • Chuck Kheriaty • DeeDee Ryen - chair • Sang • Joanathan

<p>East Bremerton Gym Gary North - Chair</p>	<p>Discussion</p>	<ul style="list-style-type: none"> • Ned Ahrens <p>\$15,000 income, 105 at \$140 players. Great start if want to play games not crowded. Price will go to \$130 in November. General comments: women only in back gym, several women commented don't want. Nine courts, DUPR rated courts in back, one beginner court. Begin forms next week for the DUPR Guidelines. Added ability to track \$5 Pay to Play, \$50 Punch Card and Indoor Play Package. Printed cards for different packages.</p> <p>DUPR guidelines:</p> <ul style="list-style-type: none"> • agreed at beginning of match by all four players • who will record win/loss and score • consider picking folks with similar DUPR ratings • member of DUPR Club for Westsound and DUPR <p>Begin November 1 with actual requirements. Tim will be there next week.</p> <p>Theresa organized a Ladder tournament. Halloween 9:30 – 12 ladder tournament, prizes for most points and costumes. Not a DUPR event. 11 by win by 1.</p> <p>To Do:</p> <ul style="list-style-type: none"> • Changing item on website to pay \$130 effective 11/1/2024; then rolling each month make all website • Print updated cards for \$140 Indoor Play Package people.
	<p>Recommendation</p>	
	<p>Motion</p>	
	<p>Committee</p>	<ul style="list-style-type: none"> • Chuck Kheriaty • Rolland Perry • Ned Ahrens • Mark Whitson
<p>Community Development Rolland Perry</p>	<p>BSD Update:</p>	<p>No update</p>
	<p>Next Steps</p>	<ul style="list-style-type: none"> • None at this time
	<p>Boys and Girls Club</p>	<ul style="list-style-type: none"> • DeeDee still working with Boys and Girls Club to figure out how to make donation to them • Suggestion made to donate nets; worn and not lasting long
	<p>Lions Court Jana Piering</p>	<p>First day on the job with City of Bremerton Parks director is today. Create a proposal to City of Bremerton considering:</p> <ul style="list-style-type: none"> • Shade structure • Resurface to lower the ledge with new fencing • Walkway into Lions Court • Space in back can put dedicated courts mentioned by Jeff Lovado <p>Additional tournaments</p>
		<p>To Do:</p> <ul style="list-style-type: none"> • Jana to contact City of Bremerton Parks invite to EBG • Attend Thursday, 10/24/24, at 5:30pm Parks Commissioner meetings and good way to introduce at Sheridan Park, listen to other projects in community

Education/Training Barney Barnhard	Update	First training session with be CPR and First Aid. Need AED, discussion on the where the devices are stored.
	Naval Base Training Program Barney Barnhard	NWR requested training once or twice a quarter on Saturday. Barney recommended we consider doing with the NWR. Bangor on base to train. Discussion: Way for us to give back to the community. We will get volunteers. Need at least 4 people who are skilled at instructing/training. Ensure we are covered related to injury.
	Skills and Drills Jana Piering	Beginner, Intermediate and Advanced focus on one to two skills per training. Thursday, 12 – 1pm. Would like to do sign ups. Slower day and courts are not as full. Discussion on moving 11 – 12:00 with three courts and then adjust as needed.
	Next Steps	<ul style="list-style-type: none"> • Barney will contract NWR and get dates and new contract with navy and only covered one session • Barney will send an update to me to send out with volunteers needed • Jana will begin Nov. 7, will send notice to Deb to post to members
Events	Annual Meeting Sally Haas	<p>Annual Meeting Party – December 2, Clover Leaf presented a poster. Party will be 5-7pm at the Clover Leaf</p> <p>Revolving slide show on the screen, Chuck and Paul MC the meeting. Board members elections. Annual Treasurers report. All original officers are up for reelection; terms are up. Would like to do Toys for Tots. Slide of sponsors.</p> <p>Photo release waiver suggested</p> <p>Recommending adding a third August meeting for membership for BBB. Currently 2 meetings a year to have fun and communicate WPC business. Discussion of an additional meeting to occur at later time.</p> <p>To do:</p> <ul style="list-style-type: none"> • Determine nominations of Board of Director at November Board Meeting • Deb announce annual meeting
New Business	<p>Nomination of Board of Directors.</p> <p>Received notice of resignation from Rolland Perry as President (remain on board), Deb North as Secretary and Board of Directors (note: remain as Website Chair), Jana Piering resigned as treasurer and remain on board, Gary Floring resigning as membership chair (note: remain on board), Byron Harris shared his resignation from board during the meeting and would like to remain on development committee, Val Jennings resigned from board, immediately. Discussion of Roles and Responsibilities. Recommended overlapping positions for the years.</p> <p>How do we handle people who are not participating on the board? Recommendation: If you want to stay on the board and be nominated please let me know. Suggest overlap so we are mentoring and nice rotation ongoing. Onboarding new board members and come up to speed-new board member training. Trainings through the state for 501c3.</p> <p>Motion:</p>	

	<p>Send to current board members option to nominate themselves for next term; done 10/16/24 see email sent to entire board nominating, Gary North, Tim Giron and Julie Blake to fill vacancies until 12/30/24, from two board members (Susan Crossland and Jonathan Ferrer) aren't current members of corporation and one member (Val Jennings) resigned by email. Motion carried to fill vacancies with 9 yays on 10/16/24</p> <ul style="list-style-type: none"> • Send message to nominate board members to all members with form with skills • List skills that would be helpful to be on board <p>Lodging Tax Grant Missed the Lodging Tax Grant application process for the BBB Heads to Beds. Are we going after Great Give? Occurs in Spring. Green Drinks with featured charity mentioned again. More discussion after new board takes over.</p>
Next Meeting	11/20/24, Admiral Theater, noon
Meeting Adjourned	1:33pm
Approval of Meeting Minutes	

Volunteers/Committees

The following is a list of recommended committees.

Committee and Chair	Responsibilities
<p>President Rolland Perry</p>	<ul style="list-style-type: none"> • principal executive officer of the corporation and subject to the Board's control • supervise and control all the business and affairs of the corporation • preside over all member meetings and over all Board meetings at which he or she is present • perform all duties incident to the office of President and such other duties as may be prescribed by the Board from time to time. <p>Other duties prescribed by the Board</p> <ul style="list-style-type: none"> • Public representative of the WPC • Active supporter of the board and decisions made by the board. • Chair the new court committee. • Be a member of the gym committee. • Backup all committees when requested, Such as our annual tournament committee and outreach committee that has provided volunteers to Olympic College and the Navy Liaison with other board members with the city, schools and parks. • Be open to our membership for questions, comments, and suggestions.
<p>Vice President Will Maupin</p>	<ul style="list-style-type: none"> • Absence of the President or in the event of his or her death or inability or refusal to act performs duties of President • When so acting, shall have all the powers of and be subject to all the restrictions upon the President • Perform such other duties as from time to time may be assigned to him or her by the President or by the Board
<p>Treasurer Jana Piering</p>	<p>The Treasurer Shall: Hours: 5 to 8 hours per month – hours will fluctuate during fundraising events</p> <ul style="list-style-type: none"> • Keep regular books of account and submit them at all Board of Directors meetings or membership meetings. • Keep WPC documents in good standing with the State of Washington and perform all other duties as are required to the office, or as may be required by the Board of Directors. • Work closely with website manager as well as all WPC chairs that require financial obligations. • Serve as director and in the absence of incapacity of the Vice President, perform the duties of that officer • Purchase equipment
<p>Secretary Deb North</p>	<p>The Secretary shall: Hours: 4-6/month</p> <ul style="list-style-type: none"> • Keep the minutes of members and Board meetings in one or more books provided for that purpose; • See that all notices are duly given in accordance with the provisions of these Bylaws or as required by law;

	<ul style="list-style-type: none"> • Be custodian of the corporate records; and • In general, perform all duties as from time to time may be assigned to him or her by the President or by the Board.
	<ul style="list-style-type: none"> •
Tournament Coordinator – Susan Crossland - Chair Deb North Theresa Aubin Ahrens Jana Piering Will Maupin Gary North Jonathan Ferrer Rolland Perry	<ul style="list-style-type: none"> • Hiring and training event staff including event planners, event coordinators, security details, broadcasters, referees and event volunteers • Negotiating price points with event contractors, venues or sporting arenas • Scheduling sporting events like tournaments, games or team dinners to ensure availability for proper venue spaces • Obtain sponsors • Develop and Implement a marketing plan
Blackberry Blast Sponsorship Jane Clark - Chair	<ul style="list-style-type: none"> • Compose the Sponsorship Request Letter to be shared with potential tournament sponsors • Send a group email to ALL WPC members to obtain their help in acquiring sponsors • All sponsor logos are emailed to westsoundpickleball@gmail.com and the donation checks mailed to our official address • Create an online spreadsheet list for all sponsorship information to include the following headings: <ul style="list-style-type: none"> • Date, Sponsor, Contact Information, WPC Member who procured the donation, Amount, Logo Submitted, Notes, Level • Keep this spreadsheet up to date and assist the WPC Members with obtaining all parts of donations as needed • Write Thank You notes to all sponsors after the tournament and include our organization E.I N. number
Membership Coordinator Gary Floring - Chair Deb North Jana Piering	<ul style="list-style-type: none"> • Maintaining and updating membership packets, marketing materials and club information. • Driving new membership • Communicating with the board and members • Maintain and update membership information • Develop processes for handling renewal and annual member • Establish communication with members • Send new members benefit
Community Development Will Maupin - City Chair Rolland Perry - BSD Chair Jana Piering - Parks Chair ? - County Chair Chuck Kheriaty Byron Harris	<ul style="list-style-type: none"> • Oversee the development, organization, and operation with City and County • Ensure programs are in compliance with rules and regulations • Arrange for the use of facilities and equipment, and oversee their maintenance • Develop partnerships in developing new sites for pickleball
Website	The Website Chair shall:

	<p>Deb North - Chair Val Jennings</p>	<p>Hours: 2 hours/week</p> <ul style="list-style-type: none"> • Maintain and update website • Project a positive WPC image to public • Work with Treasurer to interface with Quickbooks on membership, donations and indoor play income • Update website photo gallery and announcements • Produce membership and indoor play reports to Membership and Indoor Gym Chair • Work with Grow Marketing to ensure website is current • Upload meeting minutes • Add content as approved by WPC board
	<p>Training Committee Barney Barnhard - Chair Jana Piering Regil Theresa Aubin-Ahrens</p> <p>DeeDee Ryen-Boys and Girls Club Chair Barney Barnhard Kirk Piering</p>	<ul style="list-style-type: none"> • Coordinating with coaches on games, practice, and event schedules • Coordinate and promote events, such as games and fundraisers • Organize and schedule drill sessions • Organize and schedule clinics • Coordinate and participate in drill sessions • Organize outreach programs such as Navy Base, Olympic College • Organize a list of certified trainers as a resource to members • Hold committee meeting at least once per quarter • Establish processes to ensure members receive notifications of events • Recruit trainers
	<p>Places to Play Gary North - Indoor (EBG) Chair Rolland Perry Chuck Kheriaty- Equipment Chair Ned Ahrens Sang Lee</p> <p>Outdoor (Lions) Chair – Dee Dee Ryen Chuck Kheriaty</p>	<ul style="list-style-type: none"> • Opening Gym • Ensuring money is deposited • Auditing collections • Organizing volunteers to run front desk and set-up nets • Training volunteers on daily accounting • Contacting Communications Chair with any changes to gym status •
	<p>Social Chair Sally Haas</p>	<ul style="list-style-type: none"> • Outreach to our community for support or appreciation • Event Planning for social functions and meetings • Logistics/Food/General support of BBB • Available and additional resource as requested by the board
	<p>Communication Chair</p>	<ul style="list-style-type: none"> •
	<p>Charity Committee</p>	<ul style="list-style-type: none"> •