

Westsound Pickleball Community

Meeting Minutes 1/19/24

<p>Attending Officers</p>	<p>Roland Perry, President Will Maupin – Vice President Theresa Aubin Ahrens, Presiding Partner Deb North - Secretary Chuck Kheriaty Susan Crossland – via Zoom Dee Dee Ryen Barney Bernhard Gary North Val Jennings Jane Clark Jonathan Ferrer Gary Floring Sally Haas through Google Meet Byron Harris</p>	
<p>Called Meeting</p>	<p>1:00 pm</p>	
<p>Time and Place</p>	<p>Kitsap Bank, East Bremerton</p>	
<p>Approve Meeting Minutes of 12/11/23 – Annual Meeting and Executive Board Meeting</p>	<p>Motion made by Val Jennings and seconded by DeeDee Ryen and Gary Floring; Unanimously approved by all present for 11/13/23 and 12/11/23</p> <ol style="list-style-type: none"> 1. Executive Board Meeting Minutes – 12/4/23 2. November Meeting Minutes – 11/13/23 3. Annual Meeting Minutes – 12/11/23 	
<p>Treasurer Report Jana Piering</p>	<p>Jana out of town and update will occur in February.</p> <p>Documents provided during meeting and attached Balance: \$ Income to date: \$ East Bremerton Gym Income to date: \$ Membership to date: \$</p> <p>Executive Board met and began determining chairs, processes and protocols for each committee chair, see executive board meeting minutes. Sent email to all board members with committee chairs and responsibilities.</p> <p>Jana mentioned unable to set up Quickbooks with Deb.</p>	
<p>East Bremerton Gym Rolland Perry</p>	<p>Check-in Process</p>	<p>Gary North provided update; 247 Members on track for \$14,000 in donations for 23-24; average 55-75</p> <p>Sharon Guici is taking over the spreadsheet for Gary North</p> <p>Front Desk procedures:</p> <p>Issues:</p> <ol style="list-style-type: none"> 1. prorating the end of month; no one makes decisions unless voted on by board. Rolland is aware. 2. Two people showed up for playtime scheduler who were not members. 3. Pay to Play monthly same as membership

		<p>4. How to handle increase in membership and capacity of EBG</p> <p>Suggestion: split up time in the EBG</p> <p>Gary Floring established procedures for new members; Theresa will help with member table. All new members need to sign up through the website, see membership for link to new member processes</p>
	Next Steps	<ul style="list-style-type: none"> • Gary North will send an email to go out to all board members with a process sheet/checklist • Gym committee will work on a proposal for continuing • Gary will create a court etiquette; scooting (hit with foot) is illegal
	Committee	<p>Rolland Perry Jana Piering Gary North Chuck Kheriaty Ned Ahrens</p>
<p>Tournament(s) Chair: Susan Crossland</p>	BBB Update	<p>Jana Piering followed up with Port of Bremerton</p> <p>Jane Clark to chair sponsorships</p>
	Recommendation	<p>Recommendation suggested to have a beginning budget of \$12,000.</p>
	Discussion	<p>Last year budget was \$9,000. This year three day tournament and funds needed to begin ordering and moving forward with decision. Jonathan asked about obtaining a local tournament director. Took bids for tournament director. Gigi hired as tournament director. Registration is open and posted on website.</p>
	Motion	<p><i>Motion made by Theresa for BBB preliminary budget to \$12,000, seconded by Barney Bernhard.</i></p> <p><i>Motion passed unanimously.</i></p>
	Round Robin Event Update	<p>November meeting Val suggested establishing a social challenge exchange with Sequim. Tabled.</p>
<p>Membership Gary Floring</p>	Update:	<p>Gary Floring presented growth; hope to get to 300; working with Deb to make digital. Any issue on going paperless. Comments no</p> <ul style="list-style-type: none"> • Membership committee met on 12/11/23 prior to annual meeting. • Committee determined all new members sign up only through website. • Membership procedures created to simplify online processes. All members to use online system – 10 new members • New members receive an email with discount and lock box codes within a week of becoming a new member; sent by Deb or Val • Discussed yearly membership; changed wording on website so new members renewal occurs annually on 5/31 • Next year need to make membership different from Monthly EBG fee • Easier to change membership versus pay to play <p>Deb North is using Mailchimp for all emails to members now. Any board member or committee chair member updates, email to Deb, she</p>

		<p>will send to members. Emails are sent through westsoundpickleball@gmail.com. Both Jana and Deb have access.</p> <p>For privacy purposes, contact with members through email should be only for Westsound Pickleball Community business.</p>	
	Committee Members	<p>DeeDee Ryen Deb North Theresa Aubin Ahrens</p>	
Marketing	Website Deb North	Update	<p>Val Perry has been added as an administrator. Deb will met with Val 1/19/24 to go over adding new members to database.</p> <p>Link to BBB registration added 1/5/24</p> <p>Deb sent email requesting new board members to send short bio and picture.</p>
		Recommendation	<ul style="list-style-type: none"> • Add a link to playtimescheduler to website • Add meeting minutes • Add update and newsletter tab
Lions Park/Equipment Committee Jonathan Ferrer	Update	Chuck stated equipment status good; no new news	
Community Development Rolland Perry	Update:	<p>Rolland presented 5 weeks of campaigning for the levy. Shared several people are going to be door bellling to help pass levy. Looking for places where prominent traffic. Sang took a sign. May be able to do on city right away. Making phone calls WPC dominated the area with 15 volunteers. Sally and Rolland went out to knock on doors. Vote on 2/13.</p> <p>Byron shared group who went to BSD and paramount to adding more courts. Rolland went to two 8 hours meetings at BSD.</p> <p>Chuck spoke on pushing the levy and talk with people at gym and help with passing this levy. We would support the levy in order to support building pickleball courts above the gym</p> <p>Suggestion: stand on day of election and wave a sign; vote yes to the levy; make out a handout flyer with people at the gym</p>	
	Next Steps	<ul style="list-style-type: none"> • Rolland and a group going tomorrow • Rolland and group calling on Wednesday evening 1/24/24 • Rolland to get bond flyers to handout at EBG 	
Education/Training Theresa Aubin Ahrens	Update	<p>Theresa presented busy month; 1/25 Barney to give a session. Drill sessions 12-1 with 6 nets; skills session 3 nets and 11-12 (more self directed) on 1/25; only</p> <p>February 12-13 no skills sessions, Devin Schmidt camp; back room is closed.</p>	

		<p>Discussion on difference between the skills and drills session. All sessions for future will be from 12 – 1 on Thursday.</p> <p>Issue: member benefit only and signed up on playtime scheduler. Jana goes over the list and emails non-members; for members only. Restated member only benefit.</p> <p>12 – 1 pm Reserved 2/8, 14, 22; 3/14, 28 11 – 2pm 2/12-13</p> <p>Suggestion: Would like to go only through website .</p>								
	Next Step	<ul style="list-style-type: none"> • Email members with future dates • Update playtime scheduler with dates • Future create system for signup on website only 								
<p>Boys and Girls Club DeeDee Ryen</p>	Update	<p>DeeDee met with Benton Lefton, director, and would like to expand to other clubs; Orchard Heights. Need more volunteers; Several people working with the Boys and Girls Club. Val wondering why want to Port Orchard. Working as a partnership and pulling from both South Sound and Westsound.</p> <p>Issue: access to nets and paddles; pickleball and PE. If have nets and can borrow for the Boys and Girls Club</p>								
	Next Step	DeeDee will work with Boys and Girls Club to expand to Port Orchard								
Volunteers/Committees	The following is a list of recommended committees.									
	<table border="1"> <thead> <tr> <th data-bbox="410 1077 737 1115">Committee and Chair</th> <th data-bbox="737 1077 1552 1115">Responsibilities</th> </tr> </thead> <tbody> <tr> <td data-bbox="410 1115 737 1472"> Tournament Coordinator – Susan Crossland - Chair Deb North Theresa Aubin Ahrens Jana Piering Will Maupin Gary North Jonathan Ferrer Rolland Perry </td> <td data-bbox="737 1115 1552 1472"> <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 </td> </tr> <tr> <td data-bbox="410 1472 737 1801"> Membership Coordinator Gary Floring - Chair Deb North Jana Piering </td> <td data-bbox="737 1472 1552 1801"> <ul style="list-style-type: none"> • Maintaining and updating membership packets, marketing materials and club information. • Driving new membership • Communicating with the board and membership • Maintain and update membership information • Develop processes for handling renewal and annual member • Establish communication with members • Send new members benefit </td> </tr> <tr> <td data-bbox="410 1801 737 1946"> Community Development Will Maupin - City Chair </td> <td data-bbox="737 1801 1552 1946"> <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 </td> </tr> </tbody> </table>		Committee and Chair	Responsibilities	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 	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 membership • 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	<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
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	<p>Rolland Perry - BSD Chair Jana Piering - Parks Chair ? - County Chair Chuck Kheriaty Byron Harris</p>	<ul style="list-style-type: none"> • Arrange for the use of facilities and equipment, and oversee their maintenance • Develop partnerships in developing new sites for pickleball
	<p>Communications and Promotion Deb North - Chair Val Jennings</p>	<ul style="list-style-type: none"> • Develop a cohesive communications strategy • Maintain and update website • Send monthly newsletter email to members • Project a positive WPC image to public
	<p>Education Coordinator Theresa Aubin-Ahrens - Chair Jana Piering Val Jennings 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 • Establish processes to ensure members receive notifications of events
	<p>Places to Play Gary North - Indoor (EBG) Chair Rolland Perry Chuck Kheriaty- Equipment Chair Ned Ahrens Sang Lee ? - Outdoor (Lions) Chair</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
New Business	<p>Future Meetings Sally Haas</p>	<p>Recommendation: Paid subscription to Zoom; discussion if can't make to meeting can't make meeting. Attempted to do on Google Meet. If want to do we need someone to take and run. Suggestion do on cell phone.</p>
	<p>Social Chair Sally Haas</p>	<p>Recommendation: Establish a committee to send notes to members who have been injured, hospitalized and/or celebrate.</p> <p>Sally created notecards and wanted to handout to board members. Discussion: cons any correspondence should be from board, potential of people making commitments; thank you to people who volunteer and should be only board members. We do have letterhead.</p>
	<p>Letterhead and Business Cards Name tags</p>	<p>DeeDee made a motion to get generic business cards with Westsound Pickleball, seconded by Theresa.</p> <p>Theresa will design a card; tabled until have the design.</p>

		<p>Theresa presented a little magnetized nametag. They are about \$5 per name tag and get for all board members. Each name tag can be reused by replacing name insert. Suggestion may want to use for tournament.</p> <p>Theresa made a motion to purchase 25 magnetic name tags, seconded by Deb North.</p> <p>Motion passed unanimously.</p>
	Suggestion Box at Front Desk	<p>Theresa shared we might want to add anonymous for constructive and positive additions, and/or volunteer, safety issues to make the gym better. Several people shared comments and no one volunteered to manages so motion never made.</p>
	Future board meetings	<p>Will suggested once a month meeting at a set time. Jonathan suggested Monday, lots of holidays. Suggested Third Friday of month.</p> <p><i>Will motioned to have a set schedule for third Friday of each month. Gary Floring seconded.</i></p> <p><i>Motion carried with 9 yays and 3 nays.</i></p>
	Announcements	<p>Theresa announced Green Drinks; suggested WPC attend. Great place to network.</p> <p>Gary North presented he met with MWR management and he offered to help line courts and teach military. Also in attendance were Rolland Perry and James Drannan.</p>
Next Meeting	February 16, 1pm	
Meeting Adjourned	2:20 pm	
Approval of Meeting Minutes		