

**PAO Board Meeting Minutes**  
**London Ontario December 8, 2014**

**1. Called to Order 7.10pm**

In Attendance: B Doughty	- President	A Hall	- outgoing Vice-President
J Sikoski	- Treasurer	P Singleton	- Director-at-large
B Cook-Abbott	- Secretary	P Archambault	

**2. Minutes of Previous Meeting - accepted as written**

**3. Business Arising**

ACTION: Joseline to draft a policy relating to Vendors/raffles for future consideration of Directors (draft to be completed by late Jan)

ACTION: Development of draft a policy around recognition of volunteers for future consideration (draft to be shared by late Jan).

ACTION: Bruce to discuss Referee training Initiatives with PCO with D. Leung (deferred)

ACTION: Peter reported that Skills Development Workshop (being developed by B Furse on behalf of PCO) is not proceeding. ACTION: P Singleton will discuss with B Furse if he would proceed with support of PAO. Potentially this could be the subject of a future Grant request if available before Dec 2015 deadline

ACTION: PCO 2015 Canada East tournament – PAO is awaiting contact from PCO.

**4. President's Report**

The President thanked Andy Hall for his work on the PAO Board and welcomed Patricia to the Board. A motion was made by Bruce to appoint Patricia into the position of Vice President, seconded by BCA and approved by the Board.

**5. Treasurer's Report**

Treasurer reported that Income and Expenditures in line with budget. Financial report filed  
Next Step: PAO to establish Bank balance limit before there is a CRA tax liability

**6. Committee Reports**

B Cook-Abbott filed a report relating to number of P to P locations reported and currency of data. Bruce reported that he had approached D Hall, PCO Ontario Ambassador to request that the Ontario based ambassadors assist in verifying the information for locations in their area.

**7. New Business**

- 1. Circulation of Minutes** – it was agreed that PAO would continue to share minutes but some confidential items such as Financial and HR issues should be excluded and that 2015 Bylaws would reflect some wording to support this.

**2. Corporate Policies**

ACTION: Joseline agreed to complete the draft of required PAO policies (including those needed as result of meeting with Insurance Company) with a target delivery by Jan 31, 2015. Patricia offered to assist as required

### 3. Bylaw Changes

J. Sikorski

ACTION: 2014 Bylaw wording changes now approved

J. Sikorski described the material changes proposed in the 2015 draft Bylaws.

ACTION: Members to review draft and provide feedback by Dec 31, 2014

### 4. PAO 2015

Peter provided a written summary of suggestions etc based on feedback from 2014

tournament. ACTION: Board members to provide feedback by Dec 31

Assignment of 2015 tournament director deferred to Jan 2015 meeting

### 5. PAO Board Calendar (first cut calendar drafted)

PAO Time Line, Goals and deliverables to be reissued and reviewed by next meeting – email feedback to BCA

### 6. PAO Long Term Planning

Discussion of some items deferred to a proposed Strategic Planning session to be scheduled by B Doughty in January 2015. This session would review our existing mission, vision, identify and prioritize a “shopping list” of activities, provide some scope and target objectives for next 3-5 years and determine Next Steps to move items ahead.

ACTION: BCA to frame material in preparation for session with input from Patricia and Joseline including items that address:

#### Membership

Expand, Retain, Renew,

Perhaps issue a 2 3 or 5 year membership,

Determine future membership rates

Membership engagement

Welcome package for new members (similar to KWPA)

NOTE: currently 8 clubs have PAO liability insurance. How do we grow this?

#### Site Refresh

Need to refresh our website and make it interactive and more lively.

Need to facilitate registration, renewal and membership contact list maintenance etc

#### Coordination with PCO, OSGA and other pickleball groups

Need to coordinate cooperate / establish their impact on us.

PCO Eastern tournament happening in July

OSGA are starting to initiate pickleball tournaments as part of their mandate to provide recreational activities for the +55 group.

#### Scope of future tournaments

#### Engaging Membership and Involvement in Subcommittees

Future need for PAO Ambassadors

How can we stimulate involvement and be more interactive?

#### Title Sponsorship

A proposal has been received from a PAO member. This will be considered as we define how we might want to use/engage sponsors in future

**Grant Applications** – how do we best position PAO to access available funding

### 7. Insurance Certificates

Doughty/Sikorski

Joseline provided an update on Nov 28 meeting with Insurance agent

### 8. Any Other Business

It was agreed that KW area would be ideal location for future Board meetings. ACTION: Pat agreed to explore options for meeting site.