

MINUTES PAO BOARD MEETING

Date: Thursday July 28th, 2016

Time: 6 p.m.

Location: Skype Teleconference

Present: J Sikorski (President)
S. Phinney
R. Cammaert
M. Homer (Treasurer)
J. Hale

Apologies: Bob Cook-Abbott

1. Call to Order

The meeting was called to order at 6.00pm.

2. MINUTES OF PREVIOUS BOARD MEETING

On a motion by R Cammaert and seconded by M Homer, the minutes of the June 22nd Board Meeting were approved as written.

3. Business Arising:

- Membership Survey revisions have been completed and will be sent to all members in the fall.
- Rating Database project is still in progress
- Survey re the Use of the 7' line is still in progress

NEW BUSINESS

4. President's Report

- Updates to the Strategic Document are complete and a summary document is posted on the PAO web site.
- D Leung and S Lin conducted an additional Referee Clinic at the Pan Am Center in July.
- The Notice of Call for Nominations is now closed. The Nominations Committee reviewed the bios of all 6 nominees who have let their name stand for election to the Board at the Sept AGM. With the board's approval, the 6 nominees will be recommended for election at the AGM, subject to being a current member in good standing.
- Membership renewals along with new memberships are still in progress. The final notice to Members who have not renewed has been sent out. The 2016-17 Registration database will be confirmed end of month.
- A working group of PAO members to discuss Trillium grant proposal options is now in place.
- An update of discussions with PCO was shared. Revised bylaws were adopted at their AGM and development of a strategic plan is in progress. Strategic objectives will include pursuit of a Sports Canada NSO designation for Pickleball.

- The PAO AGM materials will be sent via email to all our current 2016-17 members in the second week in August. The 5:30 pm AGM meeting at the Pan Am Center on Sept 23rd will follow the 2pm - 5pm drop-in Pickleball for a nominal fee at the Pan Am Center. The Pickleball drop-in has been scheduled to allow tournament players the opportunity to practice and be familiar with the court layout prior to the competition. Refreshments and an early check-in will be provided to those members attending the AGM.
- A proposed additional bylaw amendment to the PAO mandate was reviewed and approved for presentation at the Sept AGM
- The proposed updates to the PAO Policy Manual were approved. Additional updates will follow subject to the approval of the proposed bylaw amendments at the September AGM.

5. Treasurer's Report

M Homer noted that the PAO year end tax return has been filed with the CRA and presented the end financial statements for the Board's review. is ready for member circulation with the AGM materials.

On a Motion made by Steve Phinney and seconded by Rose Cammaert, it was resolved that:

The Unaudited Financial Statements of the PAO, prepared by Leggett and Associate, for the fiscal year ending June 20th, 2016, be approved.

The Motion was unanimously carried.

M Homer acknowledged the contribution of B Gohn and Leggett & Associate in the preparation of the financial documents.

6. Tournament Report

- R Cammaert highlighted that the tournament registration is filling quickly. Already there are 198 registrants long with 20 outstanding fee payments. The board discussed the 220 capacity registration and the need to alert members that this cut off number is approaching quickly. A number of registration issues have arisen around the payment function of the program. Membership verification will be cross referenced with the Membership database.
- J Sikorski noted that the jug balls have been ordered for the competition and that they will be arriving via S. Singleton.
- S Lin will be overseeing the purchase order for the medals. The number will be determined following the registration events closure.
- T shirts will be provided via a Markham area vendor. Members have expressed the desire to receive shirts with quick drying material versus 100% cotton. The number of shirts being ordered will be determined after the registration closure.
- Thus far, no handouts have been received for the registration bags.
- Recruitment of volunteers to assist over the two days is currently in progress.

- The Ontario Onyx representative has agreed to provide latex free serving bands.
- Plans for the food catering service still needs to be determined
- The Pan Am staff will set up the floor and room arrangements, as per the final PAO requirements.
- Administrative expenses were reviewed including the purchase of two printers and associated cost reimbursements to manage the tournament program system, each one approved by the board.

On a Motion made by Rose Cammaert and seconded by Martyn Homer, it was resolved that:

The identified administrative costs be approved as presented.

The Motion was unanimously carried.

7. New Business

S Phinney announced that the PAO is currently in discussions with a major sponsor. A decision is expected next week.

S Phinney reported that a review has been conducted of a number of sports insurance policies. Few sports organizations currently provide additional participant liability coverage. A final decision confirming next year's PAO policy will be made next week. COIs for the PAO Sept 1st 2016 – Aug 31st 2017 insurance coverage year will then be issued.

8. Date & Time of the next Meeting

The next meeting of the board will be held on Wednesday August 24th 2016 via Skype teleconference at 8:00pm.

ADJOURNMENT

THERE BEING NO FURTHER BUSINESS, THE MEETING WAS ADJOURNED ON A MOTION BY S PHINNEY AT 8 PM.

Recorder, JSikorski