



**PBCA Board of Directors Meeting Minutes
September 9th 2025 - 6:00pm – 7pm PDT**

Attendance:

Blair Morton		Sharon MacDonald	
Heather Hood		Philip Sheps	Absent
Rick Folk		David Snell	
Susan Inkman			
Doug McKay			
Robin D'Abreo			

Agenda:

1. Quorum
2. Agenda Confirmation
3. Prior meeting minutes approval – August 12th 2025
4. President's Report
5. Nanaimo 55+ BC Games' Plan
6. Update on 2025 Strategic Planning Process/Tasks & Meetings – Heather
7. 2026 Provincials Planning Update – Rick/Sharon/Robin
8. Board Reports' Highlights (attending Board Members)
9. Other business
10. Next Meeting: October 14th 2025
11. Motion to Adjourn

Zoom Link: <https://us06web.zoom.us/j/86358887398>

Meeting summary

Quick recap

The September 9th 2025 Board meeting of Pickleball BC Association covered various administrative and operational matters, including the use of AI Companion for note-taking, board member resignation, and the formation of a nominations committee to fill upcoming vacancies. The group discussed several updates and upcoming events, including BC Provincial Team 2025's recent win, an Associated Club ALS/MS charity tournament, and plans for strategic planning sessions and the meeting scheduled for September 19th – 21st. The conversation ended with discussions about grant-related matters, and Microsoft Office subscriptions.

Next steps

- Suzi Inkman Treasurer: to chair the nominations committee and begin the process of confirming current Directors plans for 2026 and finding candidates for the three board vacancies.
- David: to provide Suzi with the nominations committee guideline spreadsheet.
- David: to edit the August 12th meeting minutes to include details about Robin's team selection process and redistribute for approval.
- All board members: to consider volunteering for the nominations committee and discuss at the strategic planning session.
- David: to speak with Revan (Manon?) on Saturday about a potential board candidate.
- Sharon: to follow up with Manon to understand why she decided not to join the board.
- Board members: to work on filling the board vacancies.

Summary

Preface - Overcoming Tech and Safety Challenges

The meeting began with a discussion about technical difficulties as Rick experienced audio issues, and Blair joined from Nanaimo while enroute to COMOX. The meeting participants discussed their experiences with technology challenges, with Suzi and Sharon noting their own struggles with the new Google Workspaces applications and use. David promised to help.

Pickleball BC Board Meeting

The September 9th board meeting of Pickleball BC was held, with David acting as Chair. The meeting began with a discussion about using AI Companion for note-taking, which successfully transcribed the meeting and provided fairly accurate summaries and saved a lot of time even though requiring review. Philip Shep's resignation from the Board was announced, creating two openings that need to be filled. The agenda was approved, and the minutes from the August 12th meeting were reviewed, with Rick Folk requesting additional details about the provincial pickleball team selection process to be added. David agreed to edit and distribute the minutes with the requested changes.

Board Nominations Committee Formation

The board discussed the formation of a nominations committee, with Suzi agreeing to chair and David explaining its role in finding and vetting candidates for board positions. They noted they have two vacancies to fill and other potential ahead of the AGM in February. David mentioned he would include a call for candidates in his president's report and newsletter next week, and the group agreed to further discuss recruitment strategies at their upcoming strategic planning session as one of the top 8 Strategic Objectives.

Team BC at MS/ALS Tournament and Strategic Planning

The meeting covered several updates and upcoming events. David congratulated Team BC on their recent first place finish at the Interprovincial event at the recent Nationals in Winnipeg, and mentioned plans for a MS/ALS charity tournament this weekend, featuring a demonstration matches with Marco, Robin, Tim, Margit, and Mike McCaffrey. He also discussed the upcoming strategic planning session, which Heather will cover in detail, and confirmed that everyone on the call plans to attend. David reminded attendees to bring their pickleball gear (Steve Deakin attending) for Saturday evening and mentioned that the room roster for the Holiday Inn needs to be finalized by tomorrow morning.

AYPBC Project Funding and Tournament Planning

The group discussed the status of a \$20,000 viaSport BC payment that needs to be received before they can begin Phase 2 of their AYPBC youth project. David mentioned that once the money is received, they will make an announcement about the award they received, though they cannot publicly acknowledge it until the funds are confirmed and announced by viaSport. The group also discussed plans for the 2026 Provincial Tournament, with the first facility to request information to bid being the Nest facility in Tsawwassen, which will have 14-32 courts available for tournaments in Feb 2026.

Rick suggested pursuing the opportunity quickly since there are few other interested or qualified potential hosts, and proposed arranging a meeting with the facility owners/operators during the upcoming Strategic Planning meeting. David agreed to contact them after he reviews the PBCA bid documentation, which David had already sent to him in PDF form, and will report back with recommendations. The group also briefly discussed Heather's plans to attend the 55+ BC Games event in Nanaimo, where she will meet up with Rick who is there as head referee and Dave Eaton who is Chair of the pickleball event.

Strategic Planning and Provincials Update

The board discussed the strategic planning process, with Heather reporting that questionnaires have been sent out and strategic objectives are being ranked by clubs, though not all directors have completed the rankings yet. They agreed to have PBCA Committee chairs present their strategic objectives to the board for brainstorming, particularly for the top priorities.

Grant Applications and Deadlines

The board discussed several grant-related matters, including Mission Pickleball Club's late receipt submission and a \$500 youth program grant for Hollyburn an Associated Club. They clarified that the Village of Harrison Hot Springs cannot directly apply for grants without being affiliated with Pickleball BC, requiring a sponsoring club. David set a deadline of Monday the 5th for full questionnaires and requested board member Strategic Objectives rankings as soon as possible.

Microsoft Office Subscriptions

The board discussed Microsoft Office subscriptions for those who did not have the suite, to improve internal communications and document production, sharing and editing, with Suzi confirming the cost is \$19.55 per month or \$228 annually. They agreed to purchase annual subscriptions for Board members who need Office, with Suzi volunteering to handle the expense reports. Heather, who needs Office for Mac, agreed to purchase a subscription, and the next meeting was scheduled for October 14th.

Motion to Adjourn

Being that no other business discussions were requested a Motion to adjourn was tabled by Rick, seconded by Sharon and unanimously approved.