



**PBCA Special Board of Directors Meeting Minutes
February 24th 2026 6:00pm – 6:30pm PST
Agenda**

Blair Morton		Sharon MacDonald	Absent
Doug McKay		Holger Schwichtenberg	
Rick Folk		David Snell	
Susan Inkman		Heather Hood	
Rajat Verma			
Robin D'Abreo	Absent		

Agenda:

1. Quorum: Board Members in attendance
2. Call to Order 6pm
3. Agenda Confirmation
4. President's Report RE: 2026 AGM and approval of AGM Minutes
5. Appointments to PBCA 2026 Board "Executive" positions:
 - a. President
 - b. Vice President
 - c. Secretary
 - d. Treasurer
 - e. Registrar
6. Other "Remits" and/or Committee Assignments
 - a. Grant Administration
 - b. Youth Committee – AYPBC Phase 2
 - c. BC Head Referee
 - d. Facilities
 - e. Marketing Communications & IT
 - f. Government Relations – ViaSport & Sport BC

- g. Tournament Committee & 2026 Provincials
 - h. BC Coaching Development
 - i. Legal
8. Next regular Board meeting – March 10th **6 pm PDT**
9. Motion To Adjourn

Zoom Link: <https://us06web.zoom.us/j/86074413975>

Special Board Meeting Summary

Quick recap

Pickleball BC Association (“PBCA”) held a special board meeting February 24th 2026 to elect the 2026 executive and assign committee roles. David Snell was re-elected as President, Heather Hood as Vice President, Rajat Verma as Secretary, Suzi Inkman as Treasurer, and Blair Morton as Registrar.

David Snell as 2026 PBCA President then discussed and assigned various committee roles for 2026 including: Grant Administration to Suzi Inkman; Youth Committee Chair to Heather Hood; BC Head Referee to Sharon MacDonald; BC Head Coach Robin D’Abreo; Facilities to Doug McKay; Marketing/Communications/IT to David and Mel, Government Relations to Holger Schwichtenberg, Tournament Committee Chair to Rick, and Legal Committee to Rajat Verma. The conversation ended with a brief discussion about director shirts/caps and policy review, with the next board meeting scheduled for March 10th 2026 to approve the 2026 Budget.

Next steps

- Suzi: Take over grant administration responsibilities from Sharon and review/update relevant policies, especially regarding double dipping for AYPBC grants; coordinate with David and Heather on policy updates.
- Heather: Chair the Youth Committee (AYPBC Phase 2) for 2026.
- Rick: Send out a notice to all accredited BC referees announcing the change in BC Head Referee and support Sharon in her new role.
- Rick: Chair the Tournament Committee for the 2026 Provincials.
- Rajat Verma: As Secretary, organize the collection of initialled policy statements from all new board members confirming they have read the policies posted on the website;

ensure questionnaires are sent out and signatures are collected/posted in the appropriate shared drive folder.

- Rajat Verma: Review board policies for areas that need updating or do not match current practices, as part of the Secretary role.
- All board members (except those who already have them): Send David their shirt sizes for Pickleball BC director shirts/caps.
- Suzi: Post the financial statements (not the 2026 Budget) on the public site under Board reports/AGM before the March 10th meeting.
- David: Send out the proposed 2026 budget to the board before the March 10th meeting.
- Rajat Verma: If unable to locate the correct policy for new board member onboarding, follow up with David for assistance.

Summary

Board Meeting and Sports Discussion

The Special Board Meeting was called to order with David chairing the session as provided by the PBCA Bylaws, noting that Sharon was delayed at the Vancouver airport and had provided a proxy vote in case she could not make it. The meeting had a quorum of 8 members, and David explained that the agenda items regarding committee assignments would be handled by the elected 2026 President.

Board Meeting: Agenda and Updates

The board meeting began with David reviewing the agenda and confirming a quorum, noting the absences of Sharon and Robin. David provided a brief report on the recent AGM and Town Hall, which was well-received by Heather. Rajat shared information about a new rating reset period for Duple, allowing members to improve their ratings over the next 6-8 games. The board approved the agenda and discussed upcoming tasks, including Blair's role in counting votes and Holger's responsibility to adjourn the meeting.

PPA Canada Leadership Transition and Meeting Election Process

David announced that Steve Deacon had established PPA Canada, with upcoming tours scheduled in Vancouver, Ottawa, and Toronto. The meeting focused on the election process for the PBCA board executive, where nominations will be called in order for each officer position, with a two-minute speech allowed for each nominee if there are multiple candidates. Blair will serve as Registrar to count votes by show of hands, with the election determined by the highest number of votes.

Board Voting and Leadership Election

David clarified the voting rules for board meetings, explaining that the Chair can vote and in case of a tie, the person with the fewest votes is removed before voting again. David was nominated and elected president for 2026 by acclamation, and Heather Hood was nominated for the Vice Presidency.

Board Elects Officers for 2026

The board elected Heather as Vice President for 2026, Rajat volunteered as Secretary, Suzi as Treasurer, and Blair as Registrar. David noted that while there were no nominations for Secretary, Meera volunteered to take on the role. The board also discussed upcoming committee assignments and remits.

2026 Organizational Changes and Transitions

The Board discussed several organizational changes, including Suzi taking over Grant Administration from Sharon with the understanding she would need access to the Policy Manual on the website. David announced that Heather would chair the Youth Committee for 2026, while Sharon would transition to BC head referee with Rick helping coordinate the transition. The board also confirmed that Doug would continue with facilities oversight, Holger would handle government relations with assistance from David, and Rick would Chair the tournament committee. The conversation ended with a reminder that board members need to sign PBCA Policy acknowledgment forms and that the next board meeting on March 10th would focus on approving AGM and Special Board Meeting minutes and the 2026 budget.