

Cochrane Pickleball Club Board Meeting Minutes

Date: July 17, 2025 **2:00 PM - 4:00 PM** **Location:** SLS Sport Facility Centre

Attendees: Greg Young, Brett Mackey, Bob Marescaux, Val Ball, Jerry Shannon, Mary Ellen Martin, Ken Little. **Absent:** Catherine Burdett

1. **Call to Order:** Meeting called to order by President Greg Young at 2:03 PM.
2. **Review and Approval of Minutes of June 19, 2025:** Greg Young moved to approve the minutes; seconded by Ken Little. All were in favour. The motion passed.
3. **Financial Approvals: Motions Required for Limits/ByLaw Amendment to Reflect:**
Brett Mackey moved that the Board be able to spend up to \$1499 without membership approval to support Club operations and capital costs. Any expenditures in excess of that amount to be presented to membership for a majority vote; seconded by Ken Little. All in favour. The motion passed.
Brett Mackey moved that the By-Law Committee write into the society record a by-law amendment reflecting the intention and agreed upon languaging for this financial mechanism; seconded by Val Ball. All were in favour. The motion passed.
4. **Financial Expenditures:** Brett Mackey requested and received approval for the purchase of 6 pairs of protective eye-wear for use with the Youth Program. Cost of \$151. A suggestion was also made that we have extra paddles available in the shed for member use. An appeal would go out to the membership for paddle donation.
5. **License of Occupation: Gate Security:** Brett Mackey shared an email from a Town of Cochrane representative that beginning the evening of July 21st, the Town's security contractor would begin locking the gate, and unlocking it in the mornings. Greg Young suggested that the Club, to show appreciation to Club member Judy Kircher for many weeks of locking the gate each evening, purchase a Tim Horton's gift card for her.
Action Item: Val Ball to purchase a \$50 gift card.
6. **Club Court Assignments:** It was decided that since the Developer had changed the irrigation schedule, run off water was no longer an issue on the west end of the courts and required no further action.
7. **Protective Eye-wear Signage:** Brett Mackey shared with Board members an update from Catherine Burdett, who stated that the Town had not yet completed

signage listing the need to wear protective eye-wear during play, as well as six other “safety protocol” items.

Action Item: Town Liaison Catherine Burdett to follow up with the Town regarding safety signage.

8. **Ratings Policy: 2.0 to 2.5 Amendment Required:** Brett Mackey shared a proposal from Catherine Burdett to amend the Ratings Policy for a clear and well-defined pathway for members to move from a 2.0 to 2.5 rating level. Ratings Committee member Ken Little agreed to take the current policy and rework it to reflect such a pathway. Observation by a Ratings Committee team of a member requesting an advancement while playing in a specified Round Robin setting would be the pathway used. Criteria would be Pickleball Canada requirements for 2.5 level successful players. Feedback would be given on site and immediately following the Round Robin event.

Action Item: Ken Little to amend the Ratings Policy to reflect wording for advancement from the 2.0 to 2.5 level.

9. **Greystone Community Association:** The GCA will hold a block party and BBQ on Saturday, August 23rd. This organization is keen to work with us and feature our Club on their website and promote our memberships. Our club will support them with free public lessons on the day of the BBQ. Waivers will be signed.

Brett Mackey moved that the CPC provide, as a door prize, one family membership for the 2026 season and 4 paddles; seconded by Mary Ellen Martin. All were in favour. Motion passed. We will wait until numbers are determined to decide how many volunteers are needed for lessons.

10. **Family Resource Network:** It was announced that the CPC will host 11 people, including one program coordinator, for a free “Try It” lesson on September 9th from 6:30 PM to 9:00 PM. Volunteers will be needed for this event. Waivers will be signed by attendees, and the Club will provide paddles for those who need them.

11. **Health and Safety Committee: Update on AED Acquisition/Accident**

Reporting/Insurance for Members on Court: Val Ball reported that we are awaiting the handover of the AED from the Activettes. At the moment, the issue is the proper placement of the device to allow access to members and the public. Val also updated Board members on Pickleball Canada (PC) Insurance details. Claims must be submitted within 30 days of an accident, documentation within 90 days of a claim. Any injuries on the courts should be logged on the PC site.

Action Item: Ken Little to make a sign with a QR code to post on the Club shed

that will link to the PC Insurance site. Members injured on the courts should scan the code and log their injury on the site.

12. Member Engagement: Survey of 2.0/2.5 sent out to Board members was discussed briefly. As for rain outs of Skills and Strategies sessions, it was decided that it would be best left to coaches to decide if they want to reschedule their events, as it takes a lot of time and effort to plan them.

13. Meet and Greet for NR's, 2.0s, 2.5s: Event was planned for Saturday, July 19th. A Meet, Mix and Play with the goal to make connections, educate on Court Reserve, and have fun. The Youth Program event that was to run concurrent to this has been cancelled due to lack of interest. **Outcome: 45 people signed up with 36 members attending. An excellent day was enjoyed by all. Members and volunteers alike! A repeat event for August was a request!**

14. Google Drive for Nonprofits: Brett Mackey shared on behalf of Catherine Burdett that access has been approved. Google Drive will allow Committee and Board members to work collaboratively on web based documents, as well as pass on important documentation from outgoing Boards to new Boards without the use of digital drives. Linda Huot (Webmaster) is discussing the best practices for use with Rosie Neil who implemented this at the Canmore Pickleball Club. A further update will be provided at the August Board meeting.

***It was also noted that as of this meeting date, the CPC has a total of 510 members.**

Treasurer Bob Marescaux initiated a discussion regarding the question as to what point does the Club refund membership fees for health related issues. It was agreed that there would be no refunds for health reasons after the beginning of the season. It was pointed out that this needs to be a by-law amendment and that we need to be clear about what portions of fees are refunded. Tabled to August meeting.

15. August Mini-Tournaments: Ken Little shared that Jack Partridge is initiating an MLP Challenge series for 3.5/4.0 players on Thursdays until the end of the season. Ken Little will also organize a 2.0/2.5/3.0 Mini- Tournament for August. A member cap will be determined and sign up will be on Court Reserve. The event will take place either on a morning or an afternoon and an email will be sent out by Ken. **Action Item: Ken Little to organize a Mini-Tournament. Details to follow.**

16. **Pickleball Alberta Provincials 2026:** Greg Young shared that Pickleball Alberta has approached the Club and asked that it host the Provincial Championships in 2026. After much discussion, a decision was deferred pending facility completion guarantees. Tabled to August meeting.
Action Item: Greg Young to speak to Joanne Ferster to approach Entity One (Developer) and share the Club's intentions to possibly pursue hosting the Pickleball Alberta Provincial Championships.
17. **Overhead Court Structures/Benches:** Discussion continued about the need for some kind of seating for the courts. The consensus was to move forward on some park style benches for the main alley way and a circular picnic table similar to SLS near the lane near the sheds.
Action Item: Ken Little to get final estimates for benches and table. Any purchase needs to be voted on by membership if \$1500 or more, and then needs to be presented to the developer who will then apply for permitting with the Town.
18. **Volunteer Recognition:** Jerry Shannon suggested a **Pizza and Pickleball** volunteer recognition event for Wednesday, August 27th. Will serve food and non-alcoholic beverages in open space outside the main gate. Details to follow. Will need emails to volunteers, RSVPs.
Action Item: Catherine Burdett to check with Trish from the Town to see if a permit is needed. As well Catherine to send out an email invitation to all Club volunteers for this event at the beginning of August. RSVP no later than August 20th. Jerry to gather a volunteer list from all the committee leads/board liaisons and give it to Catherine.
19. **Round Robin Concerns:** Jerry Shannon brought up two issues regarding his recent observations of a Round Robin event having to do with possible insurance liability on Club courts that occurred Monday, June 30th. One concerned a non-Club member being asked to play in a Club organized event. After discussion, it was decided that this should never happen. Secondly, due to overbooking of members in the event, members were asked to go play on public courts. The question was would there be insurance coverage if a member was to sustain an injury where a claim might be involved. There was discussion regarding this matter with no definitive answer arrived at. A reference to Pickleball Canada Insurance documentation will be shared at the next meeting.
Action Item: Lorraine Makowecki will email captains about not allowing non-members to play in club events. Organized club events are to be played on

club courts with byes and members who want to practice while having a bye may play on public courts, based on space availability.

20. Social Committee: Update tabled to the next meeting.

21. Financial Update: Treasurer Bob Marescaux provided a financial update to Board members.

22. Set Date and Time of Next Meeting: Members agreed to hold the next Board meeting on Thursday, August 14th at 2:00 PM at SLS.

23. Adjournment: Greg Young moved to adjourn the meeting at 4:33 PM; seconded by Brett Mackey. All were in favour. The motion passed.

Minutes submitted by Brett Mackey, Secretary