

**Pickleball University Board Meeting**  
**December 17, 2022 @ 2:00 PM**  
**Location: Village Green Conference Room and Via Zoom and phone**

1. Call to Order 2:01PM
  - a. Claire Miller, President; Chuck O'Hanlon (Zoom), Vice President ; Steve Bull, Vice President; Dick Haverland (phone); Jeff Earlywine, Treasurer; Dave Caswell; Loretta Potts, Secretary; Bob O'Leary (absent)
2. Proof of Notice
  - a. Minutes posted on PBU website with the above date.
3. Approval of Minutes
  - a. November minutes attached to this agenda  
Steve motions to accept the minutes. Claire seconds.  
**Motion passes unanimously.**
4. Monthly Financials and Treasurer Transition updates
  - a. Revenues \$65, 357.56  
Expenses \$6, 500  
  
Jeff Earlywine will take over for Dick as of this month.
  - b. Bank Deposits  
Due to conflict of interest with the treasurer making bank deposits, Steve Bull will take over deposits until January 1, 2023.  
Loretta Potts will take over the deposits from Steve as of January 1, 2023.
  - c. Insurance and workman's Comp Insurance  
Claire asked Jeff to look into these policies and he agreed to update them as needed annually and pay when these are due.
  - d. IRS Tax Return

It was found that the tax return was filed late. There were accrued penalties. Ruth Taylor, the CPA will handle this with the IRS and we are expecting that the penalties will be waived since PBU is a non-profit and is not subject to taxes.

## 5. Old Business

### A. Envision Update. Survey closed with results.

The discussion centered on how to present this to our membership and what is the best forum for people to access it. It was decided that all names of people in the survey should be removed including people that signed their names in the comments. It was decided that there would be a recap on PBU 411 with a link to access the entire survey with comments.

Jeff makes a motion to send out the survey after removing names of members.

Dave seconded the motion.

**Motion passes unanimously.**

### B. Final Bylaws revision approval

#### ARTICLE IV BOARD OF DIRECTORS

##### Section 2 Number, Tenure, Requirements and Qualifications

Each member of the Board of Directors shall be a member of the Corporation whose membership dues are paid in full and shall hold office for up to a two-year term. Newly elected or appointed members of the Board of Directors who have not served before shall serve an initial two-year term. At the conclusion of the initial two-year term, members of the Board of Directors may serve an additional two-year term with the approval of the present board of directors. After the conclusion of two consecutive terms the board member must step down for a period of not less than one year before reapplying for another board position.

#### Section 11 Confidentiality

Board of Directors may not discuss personal matters or matters deemed confidential outside the board room.

Claire motions to accept this. Dave seconds this motion.

**Motion passes unanimously.**

### C. 503 C3 Update

We hired a CPA to start the process. This will take a considerable amount of time, but it will give the club the opportunity to have tax deductible contributions and is consistent with what other pickleball clubs are doing.

### D. Guest passes (January 1 and another date TBA)

There was a discussion on the money charged for drop ins and times.

Gatekeepers are put in an odd position when the courts are empty to say no to drop ins before 11am. For now, we will allow gatekeepers to use their own discretion to determine if there is room for drop ins especially when the courts are slow. It was discussed at how many paddles are in the box or if there is open courts to have gatekeepers allow drop ins to play before 11am. This discussion will open again after January 31, 2023, during the busy months. The amount of money charged to drop ins was discussed and the rationale behind the \$15 charge. We will continue to monitor and reevaluate as needed in the future.

It was discussed to give 3 guest passes to the working gatekeepers as a gift for their hard work. Fuzzy will help with the names of eligible Gatekeepers that will expire at the end of 12/2023. This may be around 16 people depending on what Fuzzy comes up with.

Claire makes a motion to accept. Dave seconds this motion.

**Motion passes unanimously.**

## 6. New Business

### A. Membership/Waitlist

So far, over 600 members have paid. Steve sent out reminders to those that have not yet paid and got a good response. Another reminder will be sent to those that have not yet paid to hopefully get this paid. Since it was determined that we will wait until January 31, 2023 to take people from the Waitlist, this will wait until next meeting. The discussion on what number to cap membership will wait until after all have paid.

### B. Wristband distribution and Guest pass sales

All board members present will help with this distribution and sales on January 1 from 8am to 12pm. Those that cannot pick up the wristbands can get them from the gatekeepers at another time. Coffee and Donuts given at that time to get

people to come. The Guest Passes will also be sold on January 1, 2023. Members will be able to purchase 1 pack of 5 for \$50.00 and they will expire on December 31, 2023. Current passes bought in 2022 will also expire on December 31, 2023.

#### C. Budget 2023

Discussion ensued about the costs for the 2023 season. There was an allocation added for court repair and for adding a light which was added to the budget. There was also a discussion about how many employees were needed to cover the courts and to collect walk ins from non-members who we know are using our courts when court attendants are not present. Steve recommends pressure washing the courts before the tournament. Steve makes a motion to pressure wash the courts for around \$3000. He will find the people to do this and figure out the costs to place in the budget. We already have \$3000 for court maintenance costs. Motions will wait until more information is available on both banking Options and power washing. Power washing will be done close to the tournament date.

2023 budget amount for our employees will be approximately \$62,000 for employees. Projected revenues will be \$243,875 and projected expenses will be \$182,570. The entire budget will be provided on the website.

Jeff motions to approve the budget. Steve seconded this motion.  
**Motion passes Unanimously.**

#### D. Consideration of Investment Banking Options

Dick recommends placing money into a 1 year CD Treasury Bond at 4.5% interest. He recommends up to \$250,000. Now the money is in a checking account at 1% interest. Dick makes a motion to invest up to \$300,000 and Jeff will look into this and certain well-established bank and what may be best for the club. A 6 month CD makes more interest than a 9 month as researched by Bob O'Leary.

#### E. Advertise 101 and 102.

Coaches ask that this be advertised in the local Flash for \$70. It is unlikely that this will be helpful since there are no new members allowed at this time. Board agrees to not advertise at this time. WE can revisit this at a later time.

#### F. Non-Member drop in Fee and drop in fee for lessons.

The coaches charge \$5 for non-members when they take a lesson. Lately, many stay to play. After much discussion, it has been decided to have non-members pay the \$5 fee for the coach and another \$10 fee if they stay to play given to the gatekeeper if one is present to equal the drop-in fee. Waiver is needed for all non-members taking lessons. Steve makes a motion to approve, Dave seconds the motion.

**Motion Passes Unanimously.**

G. Cameras.

Rob Morris sent information on cameras that can be placed at the courts to monitor them and possibly show a live steam through the website. It was decided to have Rob get more information on this and the actual cost including a way to use internet at the courts. Chuck will contact Rob for more detailed information and the costs associated with this. Possibly 2 cameras to start on North and South courts. Will require hook up for internet provider.

H. Court Drying Materials

Dick recommends finding better ways to dry of the courts after it rains. The materials we have now do not do a very good job. Loretta mentioned that the squeegees we have for our courts in our development work well and suck up water better than others. Dick mentioned towels but that is not practical. Loretta will investigate the ones used at other courts to see if they may be better. It was discussed, however, that people do not need to be playing when the courts are even damp for fear of injury.

7. Steve motions to adjourn at 4:25 PM. Dave seconds the motion. **Motion passes unanimously.**

Next meeting January 14, 2023 @ 2:00 PM.