

Pueblo El Mirage Pickleball Club
2022/23 Board Meeting Minutes (DRAFT)
DATE: March 7, 2023
LOCATION: South Card Room

Call to Order, Ron Craig

Present were: Ron Craig, Jeff Jameson, Michael Boothe, Gwynn Gorrell, Lynn VanLierop, Gus Ayala and Doug Gibbs by proxy.

- I. Lynn moved to approve the February Minutes. Gus seconded. Motion approved.

- II. Kokopelli Report – Michael Golden
 - a. Profit was **\$9,820.04**
 - b. **Vision for next season:**
 - i. Tony Vervloet will shadow Mike Golden in 2023-2024 and then will take over the position of Tournament Coordinator for the 2024-2025 season.
 - ii. Michael suggested that the Board write a letter to Scott Roberts expressing our disappointment that Roberts Resorts backed out of sponsoring the PEMPC and required PEMPC to pay for ½ of the luxury bathrooms at about one and one half week before the tournament.
 - iii. Michael suggested that we put in port-a-potties next year for the tournament and maybe even season-long.
 - iv. Michael asked if we could get started on paperwork that needs to be done early on so that we do not lose our date-slot.
 1. Ron responded that we need to reach out to the membership to ask if they are willing to have the tournament again next year.
 - v. Carrie suggested that we consider changing the Kokopelli model, retaining the date, but slimming down the size and length of the tournament.
 1. Ron responded that he has been approached to hold several mini-tournaments, say a 2.5 tournament, a 3.0 tournament, etc.
 2. Mike Golden suggested that we look further into tournaments similar to the USSP.
 - vi. A full, written Recommendation Report from Michael Golden is printed below.

- III. Karl Kunz Report – Lynn Retzak
 - a. Lynn will step down as Tournament Director
 - b. 159 players registered; 11 withdrew due to illness or injury; 148 played in the tournament
 - c. Shonda indicated that the club was charged \$0.88 for each payment using the online payment method. 15 players paid in cash; 144 players used the online payment method.
 - d. Shonda forgot to turn off the process that automatically gave her \$5.00 for each registration; she has refunded the \$720 via check made payable to the club.

- e. We received a total of \$560.00 in cash registrations (includes the 1.5 – 2.0 fun group at \$10 per player). We used \$200.00 of the cash to purchase prizes and \$220.00 of the cash to issue refunds.
- f. Susan Craig has not yet been reimbursed for player snacks.

2023 PEM Tournament Budget for Karl Kunz			
2 day - 24 courts - Friday, March 3rd & Saturday March 4th			
03/07/23			
EXPENSES		2023 Actual	
1	Live Pickleball Payment costs (.88pp)	\$126.72	Estimated
2	Hot Spot data use Verizon & ATT	\$0.00	
3	Event Desk Supplies (ink, paper, etc.) + 2 scanners + 2 printers	\$0.00	
4	Metals & Awards	\$400.44	
5	Gift cards for Drawing	\$300.00	
6	Fun Day Player Prizes	\$100.00	
7	Player Wrist Bands in shed	\$0.00	
8	BBQ Saturday after tournament	\$454.00	
9	Player Snacks (Oranges, bananas, pretzels, watermelon)	\$150.00	Estimated
10	Gifts for leads and coordinators	\$650.00	
11	Donation to Shonda	\$150.00	
12	Player Bags	\$51.97	
SUB TOTAL		\$2,383.13	
INCOME			
	Reg fee \$20x159	\$3,180.00	
	Refunds due to 11 withdrawals	-\$220.00	
	1.5 -2.0 event \$10 x 26 players	\$260.00	
GROSS INCOME:		\$3,220.00	
Less Estimated Expenses:		\$2,383.13	
PROJECTED NET:		\$836.87	

a.

IV. Organized Play Report – Deb Jones

Group Sizes as of 3-5-2023

<u>Level</u>	<u>Gender Ttl</u>	<u>Group Total</u>				
1.0 F	1	7				
1.0 M	6					
1.5 F	13	18				
1.5 M	5					
2.0 F	45	75				
2.0 M	30					
2.5 F	33	76	C	19	S	14
2.5 M	43		C	27	S	16
3.0 F	50	104				
3.0 M	54					
3.5 F	35	78				
3.5 M	43					
4.0+ F	29	68				
4.0+ M	39					
4.5+ F	1	5				
4.5+ M	4					
TOTAL		431				

- b. The group size listing (active-here-dues paid) has been updated as of 3/5/2023. The largest group is the 3.0 group with over 100 players. All other levels 2.0 and above are between 70-80 players each. We have about 25 players moving through the 1.0-1.5 level.
- c. So far, the court assignment process has run very smoothly through the peak season. Loren Keister is now the co-coordinator and reviews/adjusts assignments for the Wednesday & Thursday events. We have had several mornings in February where all 24 courts have been in use but, as of yet, have been able to make adjustments to move all players off waitlists and into events. I'm not sure that will remain possible in March.
- d. I would like to ask the board for consideration of changing the current organized play event duration from 2 hours to 1 hr-50 min. There has been some occasional time conflict with 9:00 events ending with enough time allowed for 11:00 players to warm up. For the most part players are willing to vacate the courts but there

have been a few situations where players refer to the listed duration on LivePickleball and resist ending their play.

- e. Deb asked what the club is going to do to recognize our volunteers.
- V. Presidents Report – Ron Craig
 - a. Rob reported that he will be meeting with Vangi and Ginny to discuss what we have done, what we would like to see happen in the future – to include the promised expansion of the bathrooms.
 - b. Ron said that the APPL play is a good potential moneymaker that could surpass the income gained by Kokopelli. The Board will meet soon to discuss the APPL potential, Kokopelli potential, and other issues.
 - c. Projects update:
 - i. Two more cameras will be installed at the courts. We currently have two cameras already installed.
 - 1. Ron asked who on the Board would like to have access to the camera stream.
 - ii. The bathrooms have been painted and look great.
 - iii. There is a new shed near court 24. This is a shared shed with the PEM baseball club.
 - 1. We will probably paint that shed soon to match the others.
 - 2. We may pull the air conditioner and put it in the training shed.
 - 3. Gwynn asked if we plan to buy another shed. Ron replied that this may be a possibility down the road, but no plans are under consideration to buy an additional shed at this time.
 - iv. More and more people are using the TV/Monitor for information.
 - 1. Kim Swanson asked that the date, rather than ‘Today’ and ‘Tomorrow’ be displayed.
 - v. The courts are well lit
 - d. Workshop plan
 - i. The Board will be hold workshops to discuss APPL, Guest Passes, Kokopelli, and other issues.
 - e. Ron asked if the Board would agree to hold an Old Board/New Board BBQ on Friday, March 31.
 - i. The Board tabled that item to discuss at our upcoming workshop.
 - ii. Mike Golden said that Kokopelli funds were allocated in the Kokopelli budget to have a BBQ for the volunteers.
- VI. Vice President’s Report – Jeff Jameson
 - a. Online Board voting update – 157 votes so far. Voting ends on the 17th.
 - b. Email issues with LivePickleball.com – about 10 people are still having problems. He and Shonda continue to try to correct these problems.
 - c. Jeff will work with Shonda to get the date for events on the TV/Monitors
- VII. Treasurer’s Report – Michael Boothe
 - a. February 1, 2023 – March 2, 2023**
 - i. Income: \$6,248.31
 - ii. Expenses - \$27,132.63
 - 1. Net decrease in cash: -\$20,884.32

- iii. Current Balances:
 - 1. Operations - \$4,746.50
 - 2. Reserves - \$23,679.80
 - 3. Pay Pal - \$621.35
 - iv. Total Cash Available - \$29,047.65
 - b. **October 1, 2022 – March 2, 2023**
 - i. Income: \$57,958.31 (\$31,305.00 from Kokopelli)
 - ii. Expenses - \$59,442.91 (\$21,357.96 from Kokopelli)
 - iii. Investing (Buildings) - \$4,398.31
 - 1. Net decrease in cash: -\$5,082.91
 - c. **Net Income from Kokopelli - \$9,947.04**
 - d. BBQs have cost us approximately \$2,100 on BBQs
 - i. Gwynn explained that the unspent budgeted money from Activities more than covers the \$2,100 for BBQs
- VIII. Nominating Committee Report – Michael Boothe
 - a. Candidates:
 - i. Vice President – Howard Peaslee, Kurt Kassner
 - ii. Secretary – Gwynn Gorrell
 - iii. Member-at-Large, Communications – Kim Beam
 - iv. Member-at-Large, Operations – Tony Vervloet
- IX. Secretary’s Report – Gwynn Gorrell
 - a. Activities
 - i. Karl Kunz BBQ was a huge success – almost 200 people attended
 - ii. Annual Membership Meeting – March 18th
 - 1. Open Play and Voting: 9:00 – 11:00
 - 2. Meeting starts at 11:30
 - 3. ‘Clean Out Your Pantry Before Going Home Food Drive for St. Mary’s Food Bank
 - b. Ratings
 - i. The Ratings Committee and Evaluation Team met on Monday, March 6 to finalize the requested changes/updates to the Ratings Policy and Procedures. Gwynn distributed a copy of the requested ratings policy and procedures changes to each Board member. Gwynn asked if the Board would read the attached requested changes and then respond by note. NO action was taken at this meeting.
- X. Member-at-Large, Tournament & Communications Report – Doug Gibbs, sent via email
 - a. Doug would like to applaud all the hard work done by ‘the Amigas’, Carrie, Lynn and Marina, for the multiple hours they have extended over the last six months to help make our tournaments well organized and run smoothly.
 - b. Doug is not in favor of scheduling more than one BBQ a month until we can get an understanding of our future finances. (The costs now are close to \$500 per BBQ).
 - c. Doug is concerned about spending more money on additional court LED lights. If we have to upgrade what we already have installed, we should ask for Board approval.

Many members have expressed that the lights installed to date have not provided the hopeful results

- d. The outlook for another USSP (SSIPPA) tournament is a not strong. This would reduce the club's income by \$6,500. Another reason to carefully scrutinize our spending plan for the 2023-2024 seasons is that we must have enough income to cover our maintenance and court-resurfacing plan without raising our dues.
- XI. Member-at-Large, Training – Lynn VanLierop
- a. Training is winding down. The Training Team is really focusing on skills, especially since the Rating Policy is growing more rigorous.
 - b. We have people who went through the training last season who are volunteering to come back next season and help.
 - c. Lynn has joined the Evaluation Team to help evaluate mis-placed players.
 - d. Lynn would like to purchase another Lobster for training.
- XII. Member-at-Large, Operations – Gus Ayala
- a. Gus reported that he had provided the Board with a detail of operations expenses for the current year. He highlighted the larger expenses, which were pickleballs at \$3,041 and headbands and cable to repair the nets totaling \$975. Other items consisted of recurring supplies such as gasoline and oil for the blowers.
- He also submitted a possible preliminary operations budget for next year based on current year expenses, which would be finalized and submitted to the Board after March 31, as additional supply expenses will be incurred this season.
- He reported that a grease fire at the BBQ after the Karl Kunz Tournament was contained by Denny Rask, who recommended the Club purchase fire extinguishers and a bag of baking soda with which to smother fires. Unless there were objections, he would purchase those items.
- b. Budget/Financial Information is printed below.
- XIII. Old Business:
- a. No old business
- XIV. New Business:
- a. Kim Beam said that her three APPL teams will not play in APPL again. She suggested that we reinstate InterCommunity at PEM.
 1. Ron said that we will have conversations with the APPL teams and see what they suggest.
 - b. Ron reminded the Board that we will be holding workshops over the next few weeks to discuss Finances, APPL, Kokopelli
 - i. Ron would like to schedule the workshop next week.
 - ii. Michael and Gwynn both asked that we go and start the process.
- XV. Rob's Comments

- a. Rob asked if he could bring up the Glow-in-the-Dark Pickleball, the Baseball Game, and the Youth/Inter-Generational Pickleball Clinic.
 - i. Ron will send out an email the club to assess interest.
- b. Rob offered to coordinate an exhibition for the picnic. The Board loved the idea. Ron suggested that we have the exhibition from 11:00-12:00.

The Board moved into Executive Session at 5:40 pm.

The Board moved out of Executive Session adjourned at 5:55 pm.

XVI. Gwynn moved to adjourn. Ron seconded the motion. Motion carried.
These Minutes respectfully submitted by Gwynn Gorrell

Kokopelli Report

March 5, 2023

2023 Kokopelli Klassic Pickleball Tournament Summary Report

This report is written to support the Excel Financial Report.

The Tournament Committee knew that the 2023 KKT would have challenges to overcome. Little did we know how the weather would add another element. We knew that the Waste Management Golf Tournament, the Super Bowl and Valentines was the same weekend. We did not know how the economy or the increase to Pickleball Tournaments would also affect registration. We had our first Tournament meeting on March 21, 2022. There were action items to get a handle on prior to everyone leaving for the summer.

We needed a letter from Roberts Resorts approving the KKT before we could apply for USA Pickleball Sanction. In mid, March I submitted a draft of what the letter should say to the Business Office. We received the approval letter in the first week of April.

I sent in the required forms to USA Pickleball on June 27, 2022 as the request for the Tournament to be sanctioned. I received notice of our application being received and the Tournament status was rated "pending". Once I filled out the Certificate of Compliance and TD checklist and returned them to USAP we would receive notice of the rating being upgraded. On June 29, 2022 we received notice that the Tournament was upgraded to Sanctioned. The \$150 application fee was waived because we were going to use PickleballTournaments.com. I forgot to zero that fee out on my spreadsheet.

Carrie Plemons, Marina Browne & Lynn Retzak began setting up the Tournament Website on PickleballTournaments.com. They continued to set up the site as we added sponsors, vendors and player registration information. The opening of Player Registration was set as November 15, 2022 and closing on January 22, 2023.

Now we could proceed with ordering the long lead time items like medals, Referee Coordinator and Tournament Balls. Next action items would be Sponsors and Vendors.

Fast forward thorough all the hours spent getting to Player Registration.

At the close of registration we had 395 paid registrations. This did not mean the ladies wouldn't be faced with numerous cancellations and moving around teams to fill round robins. In the end we still ended up with 395 paid players.

The following is a bullet point listing of pertinent Tournament information:

- 395 actual players. 430 budgeted. Registration was down 52 players from 2022
- Franklin Sports X-40 was used as the Tournament Ball
- Bill McManus was the Referee Coordinator. Certified Referee fees increased \$5 per match. Level II referees increased \$3 per match. I budgeted \$11,000 for tournament referee fees. The total paid was just over \$9,000.
- Hasty Awards supplied the Medals. We ordered 160 Gold medals, 150 Silver medals & 145 Bronze medal. We gave out 104 Gold, 94 Silver & 102 Bronze.
- With the medals left over from 2022 we have on hand 69 Gold, 94 Silver & 94 Bronze. We would not have to order many medals for a 2024 tournament.
- Because of the Super Bowl being in Glendale we had a hard time securing Food Trucks for the February 12 & 13. In order to obtain a commitment we had to agree to a \$1,000 minimum on food sales. The vendor on Feb 12 made over \$1,000 dollars which was good. The weather was bad on Sunday, Feb 13 which greatly reduced the number of spectators...which meant the vendor did not reach the minimum. We had to buy \$227 of food to give to volunteers and Referees.
- Sponsor and Vendor commitments were a challenge. Gearbox Sports decided not to be a Court Sponsor and two weeks before the Tournament told me they would not attend as a vendor. They were concentrating on supporting larger tournaments.
- ProCompression Socks had promised to be a court sponsor and Robert Jones had verbal communication that the company was interested in being

the \$1,200 medal sponsor. Two weeks from the Tournament, Robert received notice that they were pulling all sponsorship commitments.

- We had Playaholic Pickleball pull out as a vendor so he could attend the Super Bowl. He used to be an NFL lineman. ApexNetwork Physical Therapy pulled out due to losing their local marketing director. Fairway Mortgage did not show up for the Tournament. Edward Jones paid their fee but did not attend. This reduced revenue by \$150.
- Robert Resorts was the biggest disappointment that greatly affected the money the Tournament would generate. RR promised the club through two GM's to sponsor a court for \$500 and provide the Luxury Mobile Restroom trailer. Ron Craig reached out to RR to confirm their commitment. The response was that they would only pay half of the additional restroom and would not sponsor a court. This affected the bottom line by almost \$2,000.
- In my humble opinion the 2023 Kokopelli Tournament was a success, despite all the challenges.
- There is one statistic that the PEM Pickleball Club should be proud of. Club member participation was up. We had 44 members play in the 2022 KKT and 82 play in this years event.

My recommendations to the Board will be presented at the March 7th meeting.

Mike Golden

Tournament Director

KKT Recommendations to the Board

- I recommend allowing the 2024 Kokopelli Klassic Pickleball Tournament to take place. The following are my supporting reasons.
 - If we do not proceed with the Tournament, the February 10-13, 2024 date will be lost for any future return. There are simply too many folk looking forward to the tournament.
 - The Super Bowl will not be held in AZ. The Super Bowl is on February 11, 2024
 - There will be no problem securing Food Trucks. One food truck for each day.
 - Next year is after the Tournament.
 - We can NOT use Mobile Restrooms. We can utilize 2-3 clean Porta-Potties by courts 23-24. Numerous complaints came in regarding the distance to restrooms with not enough time to get back to their assigned courts.
 - There is more participation from the PEM Pickleball Club members this year than last. 2022 – 44 members. 2023 82 members (and 20% of registered players.
 - Mike Golden will be the Tournament Director with Tony Vervloet shadowing from the beginning. He would be ready to take over in 2025.
 - Open player Registration should be November 9, 2023 to allow more registration time.
 - A decision by the Board to proceed needs to be issued by March 17, 2023. Mike Golden needs to ask Roberts Resorts to produce a letter allowing the 2024 KKT to take place by March 24, 2023. We cannot apply for the USAPickleball Sanction with the letter from PEM. We applied to USAP on March 27, 2022 for the 2023 tournament.

OPERATIONS BUDGET
SEPT. 2023 - APRIL 2024

ITEM	QUATITY	PURPOSE	AMOUNT	MONTH NEEDED								
				SEPT	OCT	NOV	DEC	JAN	FEB	MARCH	APRIL	
Gas	As Needed	Blowers	113.87	X		X		X			X	
2-Cycle Oil	As Needed	Blowers	67.32	X		X		X			X	
Roundup	4 gallons	Weed Killer	64.30	X								
Lime	6 bags	Parking	82.35		X			X				
Survey Tape	4 Rolls	Parking	31.88		X							
Bungees	As Needed	Canopies	48.00									
Squeegee Blades	6	Court Drying	374.33	X								
Pickleballs	1,000		1,346.04					X				
Water Filter	1	Fountain	64.10	X								
Printer Ink			95.98	X								
			\$2,288.17									
NOTES:												
Roundup	As in 2022, will likely be needed as there is no maintenance during summer.											
Lime/ Survey Tape	Amount required will be determined by number of tournaments hosted.											
Squeegee Blades	May need to order more than six. Should be replaced annually in September.											
Pickleballs	Necessary quantity in order to get best price. Depending on weather, may need to order earlier.											
Water Filter	One on hand, should be installed in September and replacements ordered.											
Printer Ink	As necessary, color and black ink cartridges.											

PICKLEBALLS PURCHASED 2022 - 2023								
DATE	VENDOR	QUANTITY	COST	TAX	SHIPPING	DISCOUNT	TOTAL	COST/BALL
3/4/2022	Franklin	200	399.98	0.00	5.00	(80.00)	324.98	1.60
9/6/2022	PB Central	100	199.99	16.34	0.00	(10.00)	206.33	1.90
9/12/2022	Franklin	600	1,319.94	98.20	9.99	(263.99)	1,164.14	1.76
1/23/2023	Franklin	1,000	1,250.00		96.04		1,346.04	1.25
		1,900	\$3,169.91	\$ 114.54	\$ 111.03	\$(353.99)	\$3,041.49	\$ 1.60

OPERATIONS EXPENSE LOG
2022 - 2023

DATE	VENDOR	TOTAL	Pickleballs	Sprayer/ Weed killer	Gas	BBQ Food	2-Cycle Oil	Trash Bags	Lime/Tape/ Trash Cars	Windsocks/ Flags	Bungees	Net Ubbolds	Net Cables	Replacement Rollers	New Rollers	Squeegee Blades	Parking Signs	Printer Ink	Gate Latches	Hand Cart Tire/Tube	Computer Cables
3/4/2022	Franklin	324.98	324.98																		
4/4/2022	Home Dep	61.47		61.47																	
4/19/2022	Fry's Fuel	13.94			13.94																
4/29/2022	Walmart	34.36		34.36																	
9/6/2022	PB Central	206.33	206.33																		
9/12/2022	Franklin	1,164.14	1,164.14																		
9/27/2022	Fry's	38.92				38.92															
9/28/2022	Shell	12.32				12.32															
10/5/2022	Home Dep	43.30					43.30														
10/7/2022	Fry's Fuel	15.09			15.09																
10/11/2022	Amazon	28.72						28.72													
10/18/2022	Home Dep	197.56							197.56												
10/18/2022	Walmart	48.05								48.05											
10/19/2022	Walmart	16.82								16.82											
10/20/2022	Amazon	19.90								19.90											
10/24/2022	Walmart	10.22				10.22															
10/24/2022	Home Dep	48.00									48.00										
10/25/2022	Collins Co.	345.00										345.00									
11/7/2022	Shell	14.41			14.41																
11/16/2022	Shell	14.12			14.12																
12/5/2022	Shell	12.78			12.78																
12/12/2022	Vermont	195.96												195.96							
12/12/2022	Vermont	225.98													225.98						
12/12/2022	Vermont	374.33														374.33					
12/22/2022	Home Dep	24.02					24.02														
12/26/2022	Shell	14.54			14.54																
1/11/2023	My Parking	150.35																			150.35
1/23/2023	Franklin	1,346.04	1,346.04																		
1/22/2023	My Parking	40.07																			40.07
1/23/2023	Shell	14.45			14.45																
1/23/2023	WalMart	50.26																			50.26
1/25/2023	Amazon	85.08																			85.08
1/28/2023	Collins	270.00										270.00									
1/28/2023	Collins	360.00											360.00								
2/1/2023	HDepot	87.87							87.87												
2/14/2023	Shell	14.54			14.54																
	TOTALS	\$5,923.92	\$5,923.92	\$3,041.49	\$ 95.83	\$ 113.87	\$ 61.46	\$ 67.32	\$ 28.72	\$ 285.43	\$ 84.77	\$ 48.00	\$ 615.00	\$ 360.00	\$ 195.96	\$ 225.98	\$ 374.33	\$ 190.42	\$ 50.26	\$ 85.08	