

**Pagosa Pickleball Club Board of Directors Meeting – April 26, 2022, Minutes**  
**9:30 a.m. – Pagosa Springs Visitor Center**

Meeting started at 9:45 AM and adjourned at 12:25 PM

Attendees: Steve Chaney, Al Pfister, John Costa, Laura Metallo, Steve Taub.  
 Via Zoom/Phone: Tina Heffner Mark McNown

**Treasurer’s Report**

**Current Balances**

Checking	\$ 6,471.91
Savings	\$ 8,651.11
PayPal	\$ 675.91
Cash	<u>\$ 57.00</u>
Total	\$15,855.93

**Status of Pledges**

Total Pledges Received	\$12,450
Pledges Fulfilled	\$10,400
Unfulfilled	\$ 2,500

**Income Statement 2021-2022 YTD**  
**7/1/2021 through 4/25/2022**

**INCOME**

Membership Dues	\$4,470
Donations	
Operating Expense	\$366
Gym Rental	<u>\$1,318</u>
	\$1,684
Grants - Unrestricted	
19th Hole Grant	\$2,075
Grants - Restricted	
SW Community Foundation	\$2,000
Building Fund	
General Donations	\$7,219
Mont 1200	\$2,900
Fly High	\$2,800
Lukes Match	<u>\$10,000</u>
TOTAL Building Fund	\$22,919
Other Fund Raising	
Tournament	\$0
Shirts Sales	\$2,907
Amazon Smiles	<u>\$123</u>
Total Other Fund Raising	\$3,030
Interest on Savings	\$36

**EXPENSES**

Supplies	
Indoor balls	\$324.99
Outdoor balls	\$433.90
Other Equipment	\$243.21
Court Repair/Expense	\$0.00
Office Supplies	\$75.46
Miscellaneous	<u>\$0</u>
TOTAL Supplies	\$1,077.56
Shirt Expense	\$2,173.67
Gym Rental	\$2,619.00
Administration	\$52.35
Miscellaneous - PayPal	\$255.22
Tournament	\$0.00
<b>TOTAL EXPENSES **</b>	<b>\$6,177.80</b>

\*\* Does not include the \$100,000 payment to the Town of Pagos Springs for the donation for the construction of new community pickleball courts.

**TOTAL INCOME** **\$36,213**

**NET INCOME** **\$30,036**

There was discussion about changing our reporting period from what we originally established as the “pickleball season” from July through June to a calendar year January through December. This was raised in connection to an issue that has been identified related to the payment of club dues. The board agreed to discuss this at a future meeting.

### **Tax Related**

John reported that all tax receipts for donations were emailed to members January 15, 2022.

John also reported we filed our 990-N form for 2021 as required. There was some discussion related to the level of income for a 501(c)(3) and which tax filing form should be used. The following information was copied from the IRS website.

### **Who must file Form 990-N (e-Postcard)?**

Most small tax-exempt organizations whose gross receipts are normally \$50,000 or less must file Form 990-N, *Electronic Notice (e-Postcard) for Tax-Exempt Organizations*

An organization's gross receipts are considered to be \$50,000 or less if the organization:

Has been in existence for 1 year or less and received, or donors have pledged to give, \$75,000 or less during its first taxable year;

Has been in existence between 1 and 3 years and averaged \$60,000 or less in gross receipts during each of its first two tax years; and

Is at least 3 years old and averaged \$50,000 or less in gross receipts for the immediately preceding 3 tax years (including the year for which calculations are being made).

Our three-year average gross receipts for the years 2019, 2020 and 2021 is \$37,493.

### **Status of Grants and Potential Grants**

Al was recognized for his efforts in helping the club secure two grants in the past year. The 19th hole grant was instrumental in enabling us to cover some of the cost we incurred to rent the Community Center gym for the period December 2021 through April 2022. He also secured a \$2,000 grant from the SW Community Foundation that will be used to create and maintain a new website for the club.

Al is currently involved with the application for a \$10,000 grant from Next 50 Initiative. Money awarded through this grant is intended to pay for expenses related to improving the health and welfare of members of our aging population. Several possible activities were discussed including additional Saturday court time, transportation, education related to Alzheimer's, equipment replacement for the town courts, classes related to stretching, physical therapy or other health related advice for the aging population. The board was unanimous in support of our effort to pursue this grant. Laura volunteered to assist Al. John has supplied the necessary financial documentation required for the application. Al stated he would submit the grant before leaving for vacation.

## Membership Update

**Status of 21/22 Year:** We currently have 229 members who have paid dues for the 21/22 “pickleball” year. There were 98 people who were not current with their dues as of 12/31/2021. These individuals were removed from our Google Group and from the Member Login on the club website.

John provided an overview breaking down our current members by the year they joined the club.

Year Joined	Current #
2016	27
2017	6
2018	26
2019	44
2020	29
2021	69
2022	28

When we established the club, we arbitrarily set our membership year as July through June. We have followed the practice that any payment for dues made in June or later would be credited to the upcoming year. Payments made up to May would be for the current year. The issue has been raised that if you pay your dues in May you are paying the full years dues for only two months.

The board discussed two possible options if a decision is made to make a change to our dues year. The first, we could change our membership year to a calendar year. This would not eliminate the potential issue however it may minimize the number of people impacted. The second would be to track individual member’s dates to determine when they would need to renew their membership. This received support however it would be burdensome if tracked manually. To implement this we would require a software solution that would manage membership and dues on a flexible 12-month period per individual member?

The board agreed we should investigate this further. Greg Schulte suggested we look at Wild Apricot as a possible solution. Laura was familiar with this and said it could offer several benefits to the club’s membership management and communication.

## 2022/2023 Dues

The board decided to keep dues at \$20 per year for the next year.

## 2022 Clinics/Lessons

The board recognized Greg Schulte, Steve Taub and Kevin Phillips for their help in conducting the beginner clinics over the past year. All agreed the clinic continues to be an excellent way to expand our membership by providing a non-threatening way to learn the game. Attendance at the clinic has remained strong with many eventually joining our club.

With the ending of the Thursday gym rental, it was decided we would move the clinic to Wednesday morning. The duration will be two hours starting at 9:30 May 4<sup>th</sup>. Steve Chaney will check with the Community Center about summer hours and will coordinate with Greg Schulte and Steve Taub before sending out an announcement.

The board discussed the issue of integrating beginner players with more advanced players. We have had several complaints from new members about how they have felt unwelcome by some of the more experienced players. This has been something we have had to deal with since we established the club.

Prior to Covid-19 the three-hour court time was divided equally for two levels of the clinic. One session was for beginners to introduce them to the game and teach the fundamentals. A second session was for those who were beyond beginner but wanted to improve their skills and play a more competitive game. This provided a transition from beginner and helped improve the overall quality of play.

Some board members felt we were limited on the time we could allocate for clinics in response to complaints from members who felt occupying a court for lessons increased wait times on already crowded courts. All agreed that this will only increase in the winter months as we increase our membership. Mark McNown offered to help with intermediate lessons this summer on the outdoor courts and suggested once our new courts are built the competition for court time would be much less due to the increase in number of courts available.

John Costa felt that it is important to offer the clinics year-round on a regular weekly schedule when possible. He suggested holding the clinics indoors allows us to avoid interruptions due to weather and seasonality. In response to complaints related to using limited winter court time he felt it was critical that the board decide how we prioritize the clinics. His feeling is they are critical to the growth in membership, quality of play and continued success of the club.

The board will monitor the situation. For now, we will continue with the beginner clinic on Wednesday morning. Greg will manage and Steve Taub and Mark McNown agreed to help and fill in where needed. John said he would be willing to help if the clinic moved from Wednesday.

## Club T-shirts

### 2021 Update on Sales and Remaining Stock

John provided an update on our T-shirt sales for 2021. We ordered 129 blue shirts. Seven of these were damaged in shipping and replaced by the vendor. Five of the damaged shirts were salable after washing bringing our total to 134. We sold 108 leaving a balance of 26.

We have 36 in stock.

	Blue	White	Green
Men's	8	3	0
Women's	18	5	2

### 2022 Plan

The board agreed we would offer a club shirt for this summer season. Based on our 2021 sales we will reduce the number of shirts we purchase for inventory. This would limit club exposure in the event the market for new shirts is saturated. Steve will contact the vendor regarding color availability. He will poll the board for preferences as part of the decision process.

A suggestion was made that we expand a club merchandise offering beyond shirts. This could include hats and visors, windbreakers, or some other item. It was agreed we would table that suggestion until next year.

## Community Center Gym Rental

The cost to rent the Community Center gym for the winter was \$2,619. The board had agreed in a previous meeting that we would budget up to \$2,739 for the rental December through April. This included the amount raised from the 19<sup>th</sup> Hole Concert series and the Rodger Bennett concert donations. We would ask for donations to help cover the cost and evaluate the results for future consideration.

Thanks to Steve Taub's efforts, between December 2021 and April 2022, we collected \$1,318 in donations specifically directed toward the gym rental. During this time donations for general expenses were \$167. This suggests that a sizable portion of what would have been our ongoing expense donations were directed toward the rental expense and incremental donations for the rental were below the cost.

The board did not make a decision regarding renting the gym in the winter of 2023. All agreed we will review this in the future after we have more information on potential grants.

## New Courts

Final location for the new courts will be in the NW corner of South Yamaguchi Park. The town has begun working with Davis Engineering on the site preparation with completion planned to take 2 ½ months from the start of construction. The approved contract includes windscreens, bleachers, and shade structure.

## 8<sup>th</sup> Street courts 2022

We are planning on power washing the courts on Thursday, April 28<sup>th</sup>. Lines will be touched up on Sunday May 1<sup>st</sup>. Steve has sent out notices asking for volunteers.

Nets, balls, and related equipment have been relocated to the shed at the ice rink.

We will continue the summer round robin. John will manage and recruit volunteers as necessary. John is to advise the start date.

## Club Website

Over the past five years our website has been a useful tool helping to provide information and receive payments for things like memberships dues, shirt purchases, construction donations, and tournament registration. As our club has grown over the years the board has recognized the need to update our website making it a more powerful tool to streamline our administrative tasks, upgrade our member's experience, and improve our online presence.

The Community Foundation serving Southwest Colorado awarded the club a \$2,000 grant to be used for the development of a new website. The plan is to launch the site in conjunction with the construction of the new courts. Al Pfister, Steve Taub, Tina Heffner have volunteered to create a website committee to solicit input on our needs and research possible solutions. They will make a recommendation to the board in late May or early June. Steve said that Rodger Bennett has asked to help with improving our website. Steve Taub and Al agreed to reach out to him.

The committee will be soliciting input from members. Greg Schulte suggested we look at Wild Apricot as a potential solution.

## Board of Directors Election

Pagosa Pickleball Club Board of Directors Terms									
	2018-2019	2019-2020	2020-2021	2021-2022	2022-2023	2023-2024	2024-2025	2025-2026	2026-2027
Buzz Burke	1 Year								
JoAnn Laird	1 Year								
Gary Snider	2 Years								
Steve Chaney	2 Years		3 Years						
Bob Eggleston	2 Years								
Gordon Holmes			1 Year						
Al Pfister	3 Years			3 Years					
John Costa	3 Years			3 Years					
Laura Metallo		3 Years							
Tina Heffner		3 Years							
Mark McNown			3 Years						
Steve Taub				3 Years					

The term for two of Pagosa Pickleball Club's Board of Directors, Laura Metallo and Tina Heffner, is expiring the end of June. We will be soliciting nominations from anyone interested in running for those two positions. As stated in the club's bylaws, board members are elected for three-year terms and may serve multiple terms if re-elected.

John will send out a group email mid-May announcing the election and asking for volunteers interested in serving on the board. The list of candidates will be published June 1st and members can vote for two candidates. Voting will close June 30<sup>th</sup> and the results will be announced in early July.

### **Annual Membership Meeting**

The board has decided to hold our annual meeting indoors. As we have done in 2018 and 2019, we will use the meeting as an opportunity to provide an update on our current status and plans for future and solicit input from our membership. It is also great way for members to gather for a social event.

This will be an early evening potluck. The club will provide water, soft drinks, beer, and a meat entrée. Members will be encouraged to bring their finest epicurean delights. As the date approaches, we will provide a sign up to help balance the selection.

The PLPOA clubhouse is booked through June. Board member schedules are such that the earliest time we can attend would be the end of July and beginning of August. Steve Chaney will contact PLPOA and the event center to see what dates are available and get back with the board to decide on date and location.

Mark McNown has agreed to donate two paddles for a drawing. Bev King has donated a near-new portable net. The board will secure additional items.