

Burke Centre Pickleball Association (BCPA)

Board of Directors (BoD) Meeting Minutes for 17 April 2023

Attending: Board Members: Jon Weber-President, Mary Abney-Treasurer, Genevieve Methvin-Membership, Ed Verchot-Secretary, Fred Rothe-At Large Strategy, John Simpson-At Large-Courts. Guest: Andy Forsyth-Club Pro.

General Discussion and Introduction: President Jon Weber

Jon welcomed the newly elected 2023 Board to the first full meeting of 2023. Elections went well and he thanked all the board members for agreeing to serve. Due to limited time we launched into the agenda.

Actions Review: Actions completed since the December 2023 meeting include. Note: the board completes many actions offline and notifies other board members using email. Email voting is used when required for approval. The following actions were reported as complete.

- End of Year Tax Filing was completed- Mary
- Liability Insurance was renewed - Mary
- System for collecting signed Liability Waivers was developed and instituted and waivers have been collected from all members - Mary with help from Jon.
- BCPA Charter was renewed with the Burke Conservancy - Jon
- BCPA Bylaws were updated, approved, and posted to website - All
- Dues were collected and Permanent Memberships for both Burke and non-Burke members were renewed for 2023 - Mary
- Seasonal membership dues were collected from Seasonal members - Mary
- Elections for the new Board were conducted and completed - Jon
- Board members duties were realigned, approved, and incorporated into the ByLaws - All
- All nets at both locations have been inventoried and marked for future tracking- John S.
- Replacement and New nets were ordered and deployed so that there are now 8 good nets at both the Landings and Woods- Mary and John
- ONYX Balls were ordered and deployed for winter play at both Landings and the Woods - Mary/Ed
- As the weather warmed Franklin X-40 balls were ordered and deployed replacing the ONYX Winter Balls. Mary/Ed

All action approvals and completions were unanimously approved by either the 2022 or the newly seated 2023 board members as appropriate. The list of completions was accepted as complete by the assembled Board.

New Business:

1. Treasurer's Report: Mary

- Mary reported that all the dues have been collected, deposited, and the books reconciled. She reported that there were some technical difficulties with the spreadsheets linking. Accounts are healthy and we have enough funds to continue operations, accommodate necessary resupply, and renew insurance at the end of the year for 2024. The board approved the report without further comment.
- **ACTION:** *Jon Weber will look at the Budget Spreadsheet and Roster to resolve the issues.*

2. Membership Update: Mary/Genevieve

- It was noted that Genevieve is assuming full duties as membership but that she and Mary would continue to work closely together. Issue for Discussion: Dues compliance. A couple of permanent members have continued to play without renewing dues. Two actions were passed:
 - Board agreed to waive returning college student seasonal dues for the summer.
 - Noncompliant members will be approached by board members when they are encountered if they show up on-court to resolve whether they want to continue membership or not.
- There are currently 52 Paid Burke Center Members, 33 Paid/Permanent non-Burke Center members, and 31 seasonal (quarterly) players.

3. Courts Update: John S

- a. John reported that all the new nets were deployed and marked. It was agreed to shift 2 of the Blue nets to the Landings and 2 of the less popular black net sets to the Woods since they were rarely needed at the Woods.
- b. John also reported that there were 5 green net sets with new nets at the Landings along with 1 older green net set. A new replacement net will be procured for that net and possibly for the black net sets if it will fit those sets so that all nets will be in top shape.
- c. The need to change Box combinations was discussed and agreed. Jon has the key to change combinations. He will try to renew the lettering with black model paint to avoid the need to buy new locks. Timing on combination change is TBD but once changed combination will only be given to Board Members and members who are also Key Holders for the

courts. They will be charged not to share the combination with ANYONE else to avoid unauthorized access and use of club equipment (nets, balls, paddles). (Note: Locks at the Landings were painted and look really spiffy and readable. Thanks Jon.)

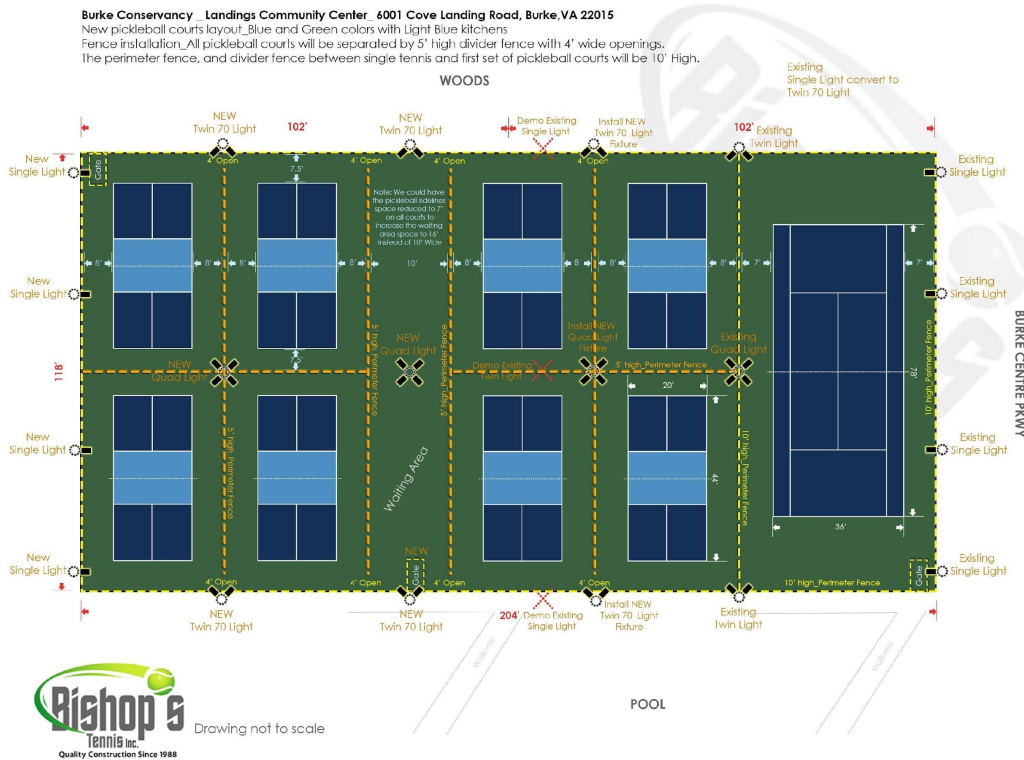
d. Shifting summer playing times on Sunday Afternoon to earlier or later to avoid heat was discussed as was the possibility of adding additional play sessions.

ACTION: Jon will put together a survey to assess the most popular options for possible implementation.

1. Response to Burke BOT Request for Input on Courts Conversion Proposal: Jon

Andy joined the meeting. We discussed the court options that Burke Conservancy is considering, and the Board doesn't agree with the contractor's recommended options.

BCPA preferred option is shown below: Option 1



This option provides 8 even spaced courts but requires demolition of 3 existing light poles. This is a concern to the BOT and some board members. Some Board members support this first option although there are additional comments on the between court fencing and access. Although the Board did not fully agree there are several key points.

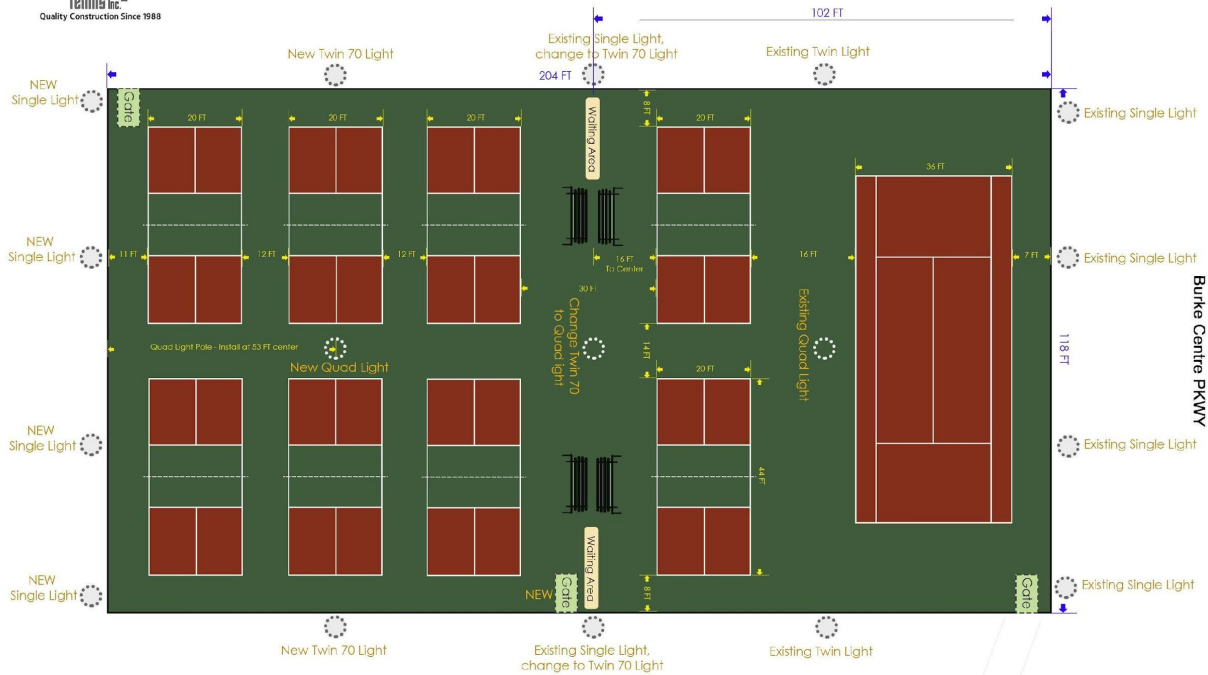
submitted: Ed Verchot, Secretary

1. First Priority The 8 evenly spaced courts with the reinforced fiberglass overlaid courts is BCPA's preferred option. (As reflected in diagram above) Colors should be as shown. Some of the points on the diagram should be modified as discussed below.
2. Second Priority: Upgraded lighting with evenly spaced poles between the courts is a strongly preferred option. Retaining and expanding the current parking lot lighting will expose the Board to community complaints about lighting spillage and is not a great option for investment needed. A relatively modest investment to install the recommended sports lighting is the best option for the future.
3. A third priority is to have fencing/netting down the center of the court (similarly placed to the current tennis nets) to prevent balls and player conflicts on adjacent courts. Of course, openings are required at each end of the fence to facilitate passage between courts and cleaning of the courts when leaves and debris are falling. The current proposal doesn't show those openings, but they are essential. No conduit wiring (mentioned in the Bishop Proposal) should be attached to the fencing. Wiring should be buried for safety and durability.
4. A fourth priority is "between court" fencing (vertical yellow lines on diagram) to prevent balls encroaching from side to side. The diagrams do not show but openings would be required on both ends of the fence so that players could easily traverse between courts and courts could be easily cleaned. A lot of debris falls on courts and too few openings would limit the ability to clean them.
5. An opening or a gate should also be provided between each end of the tennis fence or at least in the center so that tennis players could retrieve errant balls that might fly into the pickleball area and vice versa. Having to leave through the locking gate and reenter the other area to retrieve balls would be very cumbersome. This would further facilitate maintenance of both tennis and pickleball areas.
6. There is no BCPA requirement for the waiting area to have the expensive cabana type benches proposed. Basic benches as used at present would be adequate and save funds. Very few people sit on benches at present since most are playing or preparing to play. Nobody comes to the courts to sit on benches.



Drawing not to scale

WOODS



OPTION 1 - Showing New light fixtures installation

POOL

Burke Conservancy - Landings Community Center, 6001 Cove Landing Rd, Burke, VA 22015

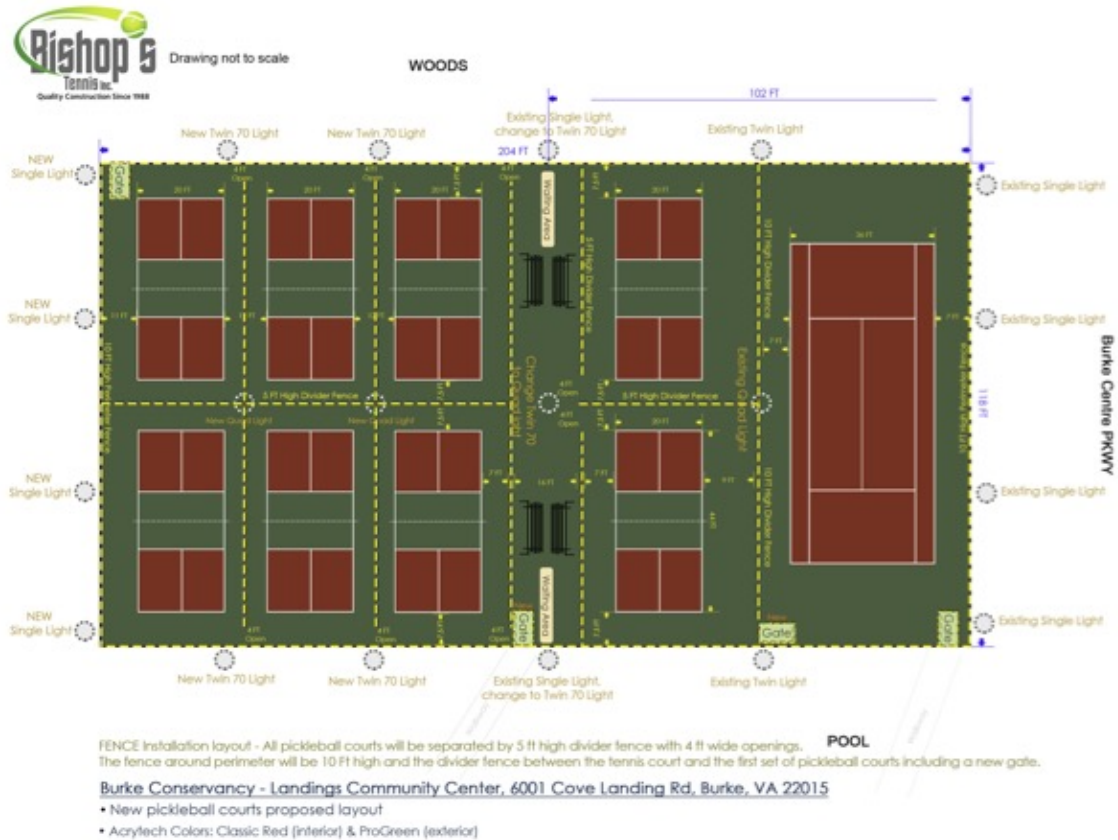
- New pickleball courts proposed layout
- Acrytech Colors: Classic Red (interior) & ProGreen (exterior)

A second Option has been proposed to allow retaining 3 existing light poles.

This option is unacceptable due to safety since light poles would be centered between courts endangering player safety even if padded. The uneven spacing of the light poles would degrade lighting quality. This option additionally provides uneven and reduced spacing between courts which significantly reduces the quality of the courts. No between court fencing (as discussed in Option 1) is shown but would be essential if this layout were to be used. Same comments on need for Cabanas.

submitted: Ed Verchot, Secretary

A third option was provided to alleviate the safety issue while retaining 3 of the existing



light poles.

BCPA does not prefer this option because the 6 courts to the left of the waiting area have reduced spacing which significantly reduces quality of play. The two courts to the right have extra spacing which is advantageous for those courts but since BCPA anticipates multiple court play at most times it would be more difficult to manage play and create contention for who plays on the “better” courts. Current BCPA play sessions have continuous use of 7-8 courts with players waiting. Some Board members supported Option 3 to allow for higher level play such as Challenge Courts or to separate instructional players such as “easy does it” play to teach beginners.

All the comments on lighting and fencing from Option 1 apply to this layout as well and BCPA recommends against investing in the Cabana benches unless surplus funding

submitted: Ed Verchot, Secretary

exists. BCPA does recommend sports lighting per the Bishop proposal on any of the options since it will significantly increase the quality of courts and avoid complaints from the nearby community.

ACTION: Jon Weber will develop a response to BOT on formal recommendations.

Offline discussions have continued because this must be concluded within the next week if BCPA is to have any impact on the outcome. More to come.

2. Strategy Update - Fred

- a. Fred reported on his survey of best practices with a highlight on Reston. The concern is how to ensure that only paying members are allowed to access the courts and play during club events.
- b. Reston uses paid Marshalls and printed/scannable passes. While we don't have the budget for paid Marshalls. Some clubs have developed and used phone apps to do this job.
- c. No decision was made today but it was agreed to continue to study and try to develop methods to maintain access control so that we would be ready for the expected wider community interest when the upgraded courts are complete later this year (late summer or fall TBD).
- d. Courts are expected to be fully utilized by the existing membership so some method to both maintain access control and ensure that BCPA maintains responsible access control for members.

3. Clinics and League update

- a. Andy requested that the May clinic be pushed back 1 week to May 27 since he will be out of town longer than expected and can no longer support May 20. That is Memorial Day weekend so some prospective students may have concerns. (Secretary's note: Since that is pool opening weekend there could be access problems since there will be a lot of folks accessing the pool and competing for parking spaces).

ACTION: Jon will update the Signup Genius and put out an announcement on the new date.

- b. Andy agreed to do two additional clinics on June 24. One intermediate and one beginner. We need to get out an announcement and expand the Sign Up Genius to advertise and allow signups for these.
- c. Andy agreed to help setup league play for the summer as long as several other folks would agree to help run it because he will not be here for

several periods over the summer and for it to be successful, we need to maintain the momentum and encourage folks to complete their matches in June/July/ and August so that can have finals in September before beginning fall competitive play.

ACTION: We need to solicit volunteers to assist with the summer league.

4. Secretary Update - Ed

Time was limited so there was no time for discussion of the final area. Secretary's notes:

- a. Ed took over Playtime Scheduler from Jon in February although Jon remains backup when Ed is out of town. We currently have 74 players signed up to receive the invitations which go out the day before each event. We are using the notes to disseminate essential information as well. The current process is that when new players pay that info is passed to Ed who sends an email inviting the players to sign up for Playtime Scheduler. We emphasize that it is not mandatory to sign up for it or to sign up for sessions but that it is encouraged so that other players can gauge how many players might be present and if there are key holders present to allow access to courts. Players who cease to pay dues will be purged from the invitation list as soon as they drop.
- b. Next Newsletter - Working on the next newsletter for early May. Will contain board introductions, Playtime scheduler updates, limited Court Conversion update, Clinics update and any update on League/Tournament play that is available.