

WRPBC BOARD OF DIRECTORS MEETING MINUTES

4/29/2025 9:00 AM Stadium Courts

Attendees:	Steve West - President, Pat Ellison - Vice President, Julie Pon - Secretary, Lisa Carlon – Treasurer via phone, Nony Riglesberger - Director at Large
Absent:	Lisa had to leave during later part of meeting
Guests:	Kelly Falkenberg, Dave McLaughlin

Roll Call
All BOD and guests present at start of meeting. Steve called meeting to order at 9:02 am
Login to Google Account (unlink from previous officer's personal account)
Dave never had access to club Google account using wrpickleball@gmail.com as username. Ron Albright created a new Google account and files were transferred to that account. Dave understands that Ron has moved all files back to the wrpickleball@gmail.com account. Password for this account was not shared with all BOD.
<u>Action Items</u> <ol style="list-style-type: none"> 1. Get login for Google account from Mike or Ron – Steve 2. Find and send old passwords for Google account and Pickleball Brackets to BOD - Lisa
Updates to Club Website
<p>Dave gave handouts to all BOD and a training brochure for Bluehost. The new website domain is hosted by Bluehost using WordPress vs. GoDaddy.</p> <p>Currently Dave is the only primary, admin and tech person on the account and his credit card is on the account. Club photos are being taken by Phil Clark who shares select photos with Dave using a shared Dropbox account. Dave asked who should be contacts for club committees (Tournaments, Sponsors, Volunteers, New Groups, Round Robins, Other)?</p> <p>The Google calendar has been removed from the website. BOD decided that members should view calendar on Livepickleball to avoid discrepancies between the 2 calendars.</p>
<u>Action Items</u> <ol style="list-style-type: none"> 1. Change credit card for Bluehost (website host) to club credit card – Steve, Dave McLaughlin 2. Change Bluehost Account Holder and Primary Contact Info – Steve, Dave 3. Give Board members access to Bluehost account, Steve: Primary and all others: Admin – Steve, Dave 4. Add a BOD email for Bluehost notifications of tech issues if possible – Dave, Steve 5. Send e-copies of Bluehost docs to Secretary – Julie, Dave 6. Give Phil Clark better direction on what photos to post and how to share in fall when he returns - Steve 7. Add contact person/info for club committees – Pat, Steve
Nominees and Club Elections for 2026 Board Positions - Kelly
<p>Kelly described what her duties would be as the Nomination Committee chair. She will send multiple emails asking for candidates and create the voting ballot in Nov. She recommended sending the first notification soon before the snowbirds leave, change their status to “away” and won’t receive club emails. Kelly will need temporary admin access to Livepickleball to perform her duties.</p> <p>Steve moved to appoint Kelly the Nomination Committee chair, Pat 2nd, Steve, Pat, Nony & Julie voted in favor, Lisa absent, no objections</p>
Old Business
Julie sent an email to general membership announcing changes to Board of Directors on 4/23/25.
Steve moved to approve the minutes for the 4/23/25 Emergency Meeting, Julie 2 nd , Steve, Pat, Nony & Julie voted in favor, Lisa absent, no objections
Lisa changed the passwords for most club accounts and shared with BOD except for Google account, website and Pickleball Brackets which she did not have.
<p>Steve and Pat transferred club inventory from Mike Gallenberger’s house to Steve’s house for storage. Pat created an inventory list. Mike stated that he cut up the UMB credit card.</p>
<u>Action Item</u> <ol style="list-style-type: none"> 1. Check club inventory vs. last one done 12/24 – Pat, Steve

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<p>Pat and Steve met with Corby Foster on 4/28/25 to introduce themselves as the new leaders of our club. The meeting went well. Corby will get new wind screens for our courts and give Steve/Pat the contact info for the maintenance person, Mike. Corby will hold off reseeding grass around the pickleball courts during our Oct tournament. Corby requested that the sponsor banners be removed within 2 weeks but they can be put back up 1 week prior to tournament. Corby will send Steve/Pat an incident report form which we can use as a template for the club to report any injuries, medical issues or incidents. Corby did not hear about a dog biting incident on the pickleball courts prior to Pat telling him about the alleged incident.</p> <p><u>Action Item</u></p> <ol style="list-style-type: none"> 1. Inform sponsors that their banners will be taken down and put back up 1 week before tournament – Steve, Pat 2. Take down banners and store away - Steve
<p>Steve and Pat have been in touch with our tournament sponsors and will be receiving written approval for the club to keep their donations from the cancelled March tournament.</p>
<p>New Business</p>
<p>Lisa and Steve will go to UMB on May 7 to transfer bank account holder from Mike to Steve. Julie gave Steve hard copies of resignation email and Emergency Meeting Minutes to verify new BOD.</p>
<p>Lisa filed an annual report with Arizona Corp Commission that lists new BOD.</p>
<p>Julie moved to make Ron Albright Group Manager for M-T-F Round Robins and Mike Gallenberger Group Manager for Sun Mixed Doubles, Pat 2nd, Steve, Pat, Nony & Julie voted in favor, Lisa absent, no objections. They will be able to create/duplicate events for their groups, view/change sign up status and send emails to their group members. They will not have Admin Access like BOD.</p> <p>Steve will manage Wed Team Play. He will remove 2.0+ and add 4.0+.</p> <p>After the scheduled events for Th Men & Women have occurred (May 1 & 8), the group will be dissolved. This timeslot will be available for members to use on their own.</p> <p>Steve moved to remove Ron as contact person/group manager for Erne training, 2nd by Pat, Steve, Pat, Nony & Julie voted in favor, Lisa absent, no objections. If a member wants to be trained, they can request a training session by contacting Steve or Jodi West.</p>
<p>Julie showed Steve a signed copy of the Conflict of Interest policy (Code of Conduct was incorrectly stated in Agenda). The document will be stored in the club doc file box that Steve gave to Julie during the meeting.</p> <p>In addition to the Secretary duties stated in club by laws, she offered to be Livepickleball trainer/back up and website back up for Dave.</p> <p>Along with rest of BOD, Julie needs access to Google docs and website to perform her duties.</p>
<p>Steve could not think of any other duties left by resigned officers that need to be filled.</p>
<p>Lisa will write a check to Sue Brogaard to manage our tournament.</p>
<p>Julie described the plan for 3.5-4.0+ Interclub Ladder with Viscancia Trilogy. She requested 10 courts in the afternoon on May 17. Invitation has been created on LivePB and will be sent 17 days before event.</p> <p>A general club party is planned following the ladder play starting at 6 pm in the upper court pavilion. Julie requested \$250 to hold the event. Steve suggested that the \$122 balance from 4/21/25 celebration be used to purchase adult beverages and club will pay for DJ and food.</p>
<p>Adjournment</p>
<p>Steve moved for meeting to be adjourned at 10:12 am, Pat 2nd, Steve, Pat, Nony & Julie voted in favor, Lisa absent, no objections.</p>
<p>Next Meeting</p>
<p>Regular BOD Monthly Meeting - May 8, 2025 at 10 am, Ranch House</p>