

**Minutes of the BPC Regular Board Meeting**  
**Tuesday, October 8, 2024**  
**Held via Zoom**

Attendees: Cathie Badalamenti (Secretary), John Bailey (Member-at-Large), Shelley Booth (Vice President), Steve Gibbs (Member-at-Large), Viviano Guterrez (President), Molly Hammar (Member-at-Large), Jodi Mackey (Treasurer), Kary York (Member-at-Large). Absent: Bill Miller (Member-at-Large) Guest: Keith Turley

1. **Quorum/Call the Meeting to Order:** Cathie noted a quorum was in attendance, and President Gutierrez called the meeting to order at 6:00 p.m.
2. **Agenda:** Viviano asked for additions to the agenda. A potential partnership between BPC and Bellingham Technical College was added to New Businesses. Viviano made a motion, seconded by Shelley, to adopt the agenda. The motion passed by unanimous vote.
3. **Approval of September 2024 Meeting Minutes:** Viviano made a motion, seconded by Jodi, to approve the September 8, 2024, BoD meeting minutes—the motion passed by a unanimous vote.
4. **Board of Directors Reports**

4.1 President:

*Covered Courts:* Viviano discussed the ongoing issues with the covered courts, mentioning the requirement of the WCC Foundation Board for a new indemnification agreement. The BPC reps remain optimistic and hope to secure signatures within a month. Next step: Phase 2 includes a) collaboration between WCC and BPC on design, b) fundraising, and c) bidding. The current estimated cost is \$3 million. Potential funding includes a \$2 million donation and a match of \$250,000 (it needs to be clarified who is matching). Viviano also mentioned the need to garner support from local figures.

*Appointment of Bill Miller:* Bill will join the BoD as a Member-at-Large in November. He is interested in working on Communications and Membership.

*Meeting with Barbara Beer and Shelby Luedecker:* Shelby is scheduling Open Play and met with Barabara and Viviano to prioritize level play/location. Shelby will distribute a schedule for Winter Open Play, which is set to begin on October 14. Viviano requested an update on the schedule of play, which Shelley will follow up on.

*Survey:* Viviano would like to survey membership on interests and priorities. For example, there seems to be a lack of response to Skill Development currently. A survey could explore this issue and others.

4.2 Vice President:

*Update on Open Play:* Covered in President's Report

*Website Forum:* Discussion moved to Communication's Report.

#### 4.3 Treasurer:

*Financial Update:* Jodi stated that the finances are reconciled and balanced. Additionally, she filed BPC taxes via form 990-n (e-postcard).

*Storage Facility Status:* Jodi presented options for a centralized storage facility and a listing of BPC assets. She will contract with a facility and report back.

*TrackIt Hub:* Jodi reported that she is not responsible for TrackIt Hub other than collecting payments made through PayPal.

*Autumn Equinox Tournament:* Jodi will give a full report in November. BoD members commented on the event's success.

#### 4.4 Secretary:

*Communications Update:* Cathie met with Marieanne for an overview of the committee. Marieanne is stepping down at the end of the year but has volunteers in place to fill all positions. Communications is considering volunteers to replace Marieanne, who oversees the entire committee.

*Website Forum:* Keith Turley (website developer) and Cathie spoke about a potential forum for ongoing member conversations. The website would not work for a forum function. Social media is a better option. BPC currently has a Facebook page and Instagram account. These could be developed and presented to the membership as a means of sharing more immediate information.

Keith and Cathie mentioned that the website could contain a member portal to house 'Member Only' information, such as a Membership Roster and information on membership-only events, etc.

*Google Workspace:* Keith and Cathie mentioned that BPC has moved all the organization's Google email accounts to a Google Workspace to streamline communications and increase efficiency, management, and legacy.

5. **Membership Committee:** Kary clarified that she is working on securing volunteers, which is separate from the membership committee. She has secured Matt Davis for Facilities. She would like to know what volunteer positions are open and how to prioritize them.
6. **Facilities Committee:** John emailed Matt Davis and shared the position responsibilities with him. He has not heard back yet.

#### 7. New Business

*Prioritization/Goals/Objectives:* Viviano asked that all BoD members send him their top five priorities by the next meeting so that we can focus our attention and efforts for the year.

*Acknowledgement of Volunteers:* Viviano would like the BoD to host a forum volunteer recognition event. Molly will speak to Debbie Gibbons of the Event Committee regarding this.

*Social Gathering for Committee Members:* Viviano would like the BoD to host a social gathering/information-sharing forum for Committee members.

*Joint Project between BPC and Bellingham Technical College:* Engineering students have proposed a joint project to develop court drying equipment for BPC. Viviano will work with them on this project.

Action Items:

- Jody will secure a storage facility for club equipment.
  - Shelley will follow up on Open Play, Schedule of Play and ask Shelby about storing nets at Fairhaven Middle School.
  - Cathie to update and distribute the organizational chart to board members. Board members will send committee member names to Cathie for inclusion in the org chart.
  - Viviano to work with BTC engineering students on a court drying device project.
  - BoD members will email their top 5 BPC priorities to Viviano before the next meeting.
  - Molly to contact Debbie Gibbons about organizing a social gathering for volunteer members.
  - The board will discuss and plan the committee forum.
8. Adjournment: Viviano made a motion, seconded by Jodi, to adjourn the meeting at 7:45 p.m. The motion passed by unanimous vote. The next meeting is scheduled for Tuesday, November 12, 2024, at 6 p.m.