

Minutes of the Board of Directors of the Bellingham Pickleball Club

April 8, 2025 – via Zoom

Quorum:

Cathie reported a quorum, and the meeting was called to order at 6:06 p.m.

In Attendance:

Cathie Badalamenti, John Bailey, Shelley Booth, Steve Gibbs, Viviano Gutierrez, Molly Hammar, Jodi McKay, Bill Miller, Kary York

Approval of Minutes:

The March 2025 minutes were approved unanimously by electronic vote.

PRESIDENT’S REPORT:

Covered Courts Project – High-Cost Concern:

Viviano explained that the WCC covered courts project costs were significantly higher than initial projections (upwards of \$8 million). The elevated cost stemmed from required infrastructure work, including water, sewer, and electrical installations, as well as civil engineering work for ground leveling. Despite efforts to reduce expenses, WCC remained firm on the project location, and the final estimate stayed high. As a result, the Covered Courts Committee with BPC President Viviano and major donor Claude Blackburn decided not to move forward with the project at WCC. Viviano noted continued interest and shared that alternative locations are being explored.

Formation of Nominating Committee for Board Vacancies:

The board confirmed it will have four open board positions for the 2026–2028 term. Bill confirmed his intention to run again.

The board discussed the need to form a nominating committee. Cathie and Kary volunteered to participate. The board agreed to spend the next month identifying potential candidates before issuing a general call for nominations. Jodi provided Kary with three potential candidates. Kary will reach out to those individuals.

The discussion emphasized the importance of defining desired characteristics in board members—availability, willingness to chair or liaise with committees, and a commitment to supporting the organization's growth. Bill encouraged recruiting individuals who prioritize board involvement, not just those with ample free time.

The board reviewed the expected time commitments for board service, estimating an average of 4–8 hours per month, depending on role and committee participation. Members

agreed on the need to balance responsibilities with the goal of attracting engaged individuals. The board will gather further input and revisit this discussion next month.

Storage Facility:

Viviano presented a new procedure for accessing the storage facility and managing club assets, which the board reviewed. He asked that board members provide any suggestions, and he will finalize the procedure.

VICE PRESIDENT'S REPORT

Shelley noted that Viva Barnes is handling Open Play and currently does not require liaison support. Shelley offered to help with other BPC initiatives as needed.

TREASURERS REPORT

Ball Machine:

Jodi proposed purchasing a ball machine for club use and suggested renting it to members for a low fee to help offset costs. Doug Banner and Bill volunteered to manage the equipment. The board agreed on the need to create a usage policy and payment process. Doug and Bill will provide a draft for review at the next meeting.

Referee Training Program:

Jodi proposed continuing the referee training program offered in the past. Previously, the club brought in a coach from Seattle at \$40 per person, with BPC covering court rental costs. BPC member Rong, a Level 1 referee, has offered to lead the training this time. The board supported the idea, recognizing the value of trained referees during tournaments, and agreed to promote the program as a benefit of club membership. Shelley volunteered to coordinate with Rong.

Feasibility Study Funds:

Jodi will wait for a second invoice related to the WCC covered courts feasibility study before reaching out to BPC member Claude Blackburn regarding any remaining funds.

TOURNAMENT COMMITTEE UPDATE

Bill reported that preparations for the Orca Tournament are on track and mentioned the need to recruit a new volunteer coordinator.

EVENT COMMITTEE UPDATE

Volunteer Appreciation Event Planning:

Final plans for the upcoming Volunteer Appreciation Event were reviewed. The board unanimously approved a motion made by Viviano and seconded by Shelley to allocate \$1,000 for gifts and prizes, including gift cards and game-related items. The event will feature social activities, games, and trivia. Viviano emphasized the importance of recognizing volunteers to encourage ongoing engagement. Invitations were sent to 126 individuals.

ACTION ITEMS:

1. Viviano will conduct an asset inventory in May.
2. Viviano will finalize the procedure for accessing the storage facility and managing club assets.
3. All board members will identify new board candidates and characteristics required of board members.
4. Kary will follow up with members referred by Jodi.
5. Jodi and Bill will speak with Doug Banner about creating a ball machine policy and procedure plan.
6. Shelley will speak with Rong about the referee training program.
7. Molly, Jodi, and Viviano will purchase small gifts/prizes for the Volunteer Appreciation Event.

ADJOURNMENT:

Viviano motioned to adjourn the meeting at 7:20 p.m. It was seconded by Jodi and passed unanimously. The next meeting is scheduled for May 12 at 6:00 p.m. via Zoom.