

Meeting of the Central Virginia Pickleball Club Board of Directors, November 19, 2015  
Madison Room, Central Branch of Jefferson Madison Regional Library

Present: Teddy Hamilton, Reuben Montoya, Jamel Craig, Robin Kuzen, Gene Rabois, and Jim Townsend.  
Absent: Ernest Chambers

**Call to Order and Approval of Minutes**

The meeting was called to order at 5:00 p.m. It was moved, and seconded, to approve and archive the minutes of the November 12, 2015 board meeting.

**Committee Reports**

**Education Committee**

Jamel reported that he and Ernest had not done any further work on a training program. They continued to work on pickleball definitions and a history of pickleball. Teddy re-emphasized the importance of the education committee's focus on developing pickleball instruction that can be taught in three sessions and to make sure that there is no conflict with Jim Ross's class this winter for Charlottesville Parks & Recreation. She asked board members to appoint Jamel as chair of the Education Committee; it was moved and seconded. Reuben suggested that Jamel also contact Gabe Rivard and others who could help develop a basic instructional class. If we can develop this idea, we can potentially talk to the City about getting more court time for consistent training. (Subsequently, the new Charlottesville Parks & Recreation guide came out. Jim Ross will be teaching on Mondays, from January 4 to February 15 for ages 16-99 and again from March 7 to April 11, both classes from 5:30 to 6:30 p.m. at Key Rec. Cost is \$25 for residents; \$35 for non-residents). We all agreed that it is important that any classes offered be consistent. Jamel said he would get in touch with Jim Ross to find out about his approach to these new classes.

**Facilities and Development Committee**

Reuben reported that he had talked with the Boys & Girls Club as an indoor venue, but their cost of \$75 an hour for use of the facilities seemed prohibitive. He had a positive conversation with Amy Smith of Albemarle County, who is in charge of lease agreements for all the county schools. She said there may be some possibilities for pickleball play at elementary schools, but this winter looks like it would be tough to get lined up. Reuben, Jim and Teddy will plan to talk further with her the week of December 7. There may be a possibility in Scottsville, but that may be too far away. Reuben and Teddy plan to set up a meeting with representatives from the new YMCA, scheduled for completion in 2017. Teddy has been unable to get a person on the phone at the National Armory and may just go and make a site visit. She hopes we can talk with the City about extending Saturday hours especially if we can offer plans for instruction or ladder league play. Gene reported that there had been an elementary school in Greene County that offered pickleball for a week or two but the equipment was stolen. Carlos Alegre is working on venues in and around Harrisonburg.

### **Holiday Party Report**

Jim said the holiday party committee had a good meeting last evening. It was decided to use a caterer rather than do a pot-luck. He said Teddy and Pam Riley were getting quotes from several different caterers. There will be door prizes such as gift certificates; Reuben is working on a pickleball trivia game for each table to work on as a team, and several interactive games like Cornhole in various areas of the room. Jim said ACAC would donate some goods for door prizes and other vendors will be asked by various committee members. Rick Haggard is a DJ and he can be there around 7 p.m. to play music. A 50/50 raffle will also be offered at the party where half of the proceeds go to the winner and the remaining amount goes to the club. Other committee members agreed to bring cookies, hard cider, and wine. The party will be \$13.50 per person to cover the catering cost. The holiday party committee has scheduled a follow-up meeting on December 7 to make sure all the details are covered. Teddy and others will also go and look at the venue (Thomas Jefferson Unitarian Universalist Church on Rugby Road) to get an idea of logistics.

### **Articles of Incorporation**

Teddy said an article on liability of club officers had been added to the draft articles of incorporation that Robin had circulated and that her attorney, Janice Redinger, had reviewed the document. After a test vote, it was moved, and seconded, to approve the Articles of Incorporation for the Central Virginia Pickleball Club.

### **Status of EIN Number**

Robin reported that an EIN number had been obtained for the Central Virginia Pickleball Club. The EIN number is necessary to open a bank account in the Club's name.

### **State and IRS Document Filings for 501(c) (3) Status**

Teddy reported that she had filed the Club's name and status with the Virginia State Corporation Commission (SCC) on November 18, 2015. She will be reimbursed the \$75 filing fee when the club is up and running. Gene said he is working on filling out the IRS 1023 EZ form for 501 (C) (3) status even though we are not required to file right away. Robin added that at some point we need to file for sales tax exemption in the state of Virginia as well.

### **Proposed Website**

Before the meeting Teddy had circulated a website demo using Weebly, one of the free website companies that Ernest had suggested. She said Weebly had the highest ratings in *PC Magazine* for its website services. If we want to register a domain name, there would be a \$20 charge. She asked board members to look at Weebly's services, and for Gene and Robin to look especially at the E-Commerce services to make sure this site will work for the club's financial needs. Board members liked the look of the Weebly demo and everyone agreed that it is important to have a Club website up and running as soon as possible.

### **Proposed Budget for FY2016**

Teddy had circulated a proposed budget and she put it up on the computer screen. Initial basic costs included IRS and other filing fees, website development, and liability insurance, for an estimated total of \$1,054 for the first year. Reuben said he would find out if the name on the existing liability coverage obtained could be changed. The Club would need 54 individual memberships @\$20 each to cover these initial costs. Board members thought this budget was feasible, but depended upon the club offering incentives for membership like classes for beginners, ladder league play, and other innovative programs and social events. It was agreed that holding a retreat would be a good way to exchange ideas and thoughts on how we can attract and retain club members from all areas. The retreat will include board members as well as a selection of pickleball players that represent the span of interests in the game. It was agreed to schedule the retreat on Saturday, December 5, beginning at 9 a.m. Teddy said she would find a venue and work on a list of invitees. It was hoped that the retreat would assist the board in developing a five year business plan for the new club.

#### **Other Business**

The Board is still trying to find a mutually convenient time to meet with our USAPA Pickleball Ambassador Margie Davenport, hopefully before the end of the year.

#### **Adjournment**

The meeting was adjourned at 6:30 p.m.

Respectfully submitted,

Robin Kuzen  
Secretary