

BPC Board Meeting

Location: Online via Google Meet

Date: Wednesday, March 26th, 2025 **Time:** 7:00 PM – 8:30 PM

Board Members Present: Dave Martin, Brent Litzer, Chip Helm, Ellery Likens, Gary Milhoan, Jodee Smith, Kim Scifres (joined late), Kyle Parker, Matthew Slatkin, Susan Cooper.

Quorum: A quorum was established with 9 members initially present.

1. Call to Order

Dave Martin called the meeting to order at 7:02 PM EDT. Dave noted the meeting was virtual due to the host's unavailability and mentioned he was recovering from COVID.

2. Approval of Previous Meeting Minutes

The [February 12, 2025, meeting minutes](#) were reviewed.

- Motion to approve by Brent Litzer.
- Seconded by Matthew Slatkin (also acknowledged by Jodee Smith).
- **Vote:** Unanimously approved by members present at the time.

3. Treasurer's Report

Presented by Kyle Parker via screen share.

- Introduced a revised report structure separating Fixed Income/Expenses from Event Income/Expenses.

February Financials:

- **Membership Revenue:** \$165 (3 premium memberships)
- **Operating Expenses:** Included software costs
- **Ladder Income:** \$1,245
- **Ladder Expenses:** Payments to Crimson Pickle, Jade (some carryover from Jan)
- **Cash Position:** Ending cash balance reported; overall position projected to remain strong despite increased Parks & Rec fees (assuming no large clothing orders)
- **Unusual Activity:** ~\$473 in Stripe income needs further investigation

Discussion:

- Ellery Likens reported on PO Box mail: Junk + a legitimate biennial Business Entity Report (Kyle to investigate).
- Dave confirmed GoDaddy domain expires Oct 15, 2025.
- Kim Scifres (via phone): Jade needs reimbursement for AED certification and is holding \$100 cash from ladders. Kyle acknowledged the need to issue payment to Jade.
- Dave Martin mentioned processing recent event credits in CourtReserve, possibly related to the Stripe discrepancy.

4. Strategic Planning & Committee Restructuring

Presented by Jodee Smith, based on the Feb 26th strategic planning meeting.

Proposed Committee Structure:

- **Club Functionality:** Bylaws, board structure, code of conduct, meeting schedules
- **Communications:** Website, social media, member communication
- **Partner:** Fundraising, grants, city/county/CVB relations, facility access
- **Networking:** Social events, inclusivity, member grouping/connections
- **Event:** Ladder/tournament organization and execution
- **Goal:** Distribute workload, empower committees to meet between board meetings and report back

Vote:

Motion by Ellery Likens to formally establish the committees as described and assign leads, seconded by Matthew Slatkin.

Motion passed (7 members in favor: Susan, Kyle, Jodee, Matthew, Dave, Ellery, Brent; Gary Milhoan abstained pending review of details).

Committee Chair Assignments:

- **Club Functionality:** Susan Cooper (Dave Martin to follow up on Jerry Sutherlin's status)
- **Communications:** Dave Martin (Brent Litzer joined as a committee member)
- **Partner:** Gary Milhoan (Chair), Ellery Likens (Member)
- **Networking (Community & Connections):** Chip Helm to coordinate with Bob Knight (absent) and potentially involve Kim Scifres
- **Event Coordination:** Matthew Slatkin to co-lead/work closely with Will Bain (pending Will's confirmation). Gary Milhoan will lead the summer ladder execution

Next Steps:

Committee chairs to schedule initial meetings before the next board meeting, recruit members (board and non-board), define goals, and begin work

5. Club Operations & Logistics

Insurance Renewal: Dave Martin confirmed he has the renewal info and will process payment. Slight cost increase. He will invoice Shine for sponsorship renewal. Committee responsibility for sponsorships TBD.

Equipment:

- **Windscreens:** Remaining screens with Brent Litzer. Installation planned for Saturday, March 30th at 12:00 PM at RCA Park. Volunteers: Brent, Matthew. Dave to send member notification. Zip ties available.
- **Nets:** 6 portable nets (4 with Dave, 2 with Brent) to be transferred to Jade for ladders.
- **Balls:** Dave ordered 100 Franklin balls using club credit. Matthew donated more (stored at warehouse), Gary to retrieve and mark.

6. Sponsorship & Fundraising

Tiered Banner Sponsorship:

Kim Scifres discussed smaller banner options and potential quarterly payment plan to attract sponsors.

Discussion included:

- Cost info (Dave to get from Rapid Reproductions)
- Tier impact concerns (Jodee)
- Common use of tiered sponsorships with defined benefits (Ellery)

Next Step: Kim to work with Dave and Partner Committee to develop a formal proposal for the next board meeting.

7. Event Planning & Partnerships

BPRD Agreement & RCA Park:

Dave to sign finalized agreement with Bloomington Parks & Recreation. Gary to pick up AED and signs on Friday, March 29 (Dave to confirm with Keto).

Partner Committee will build stronger relationship with BPRD. Club to ensure correct payment and clarify contract details.

Ladder/Event Coordination:

Gary may use 4 extra courts during ladder events for side events (e.g., women's only, novice, lessons) if volunteers step up.

Gary will lead execution of main ladder events this season. He will work within the Event Coordination Committee (Matthew Slatkin, Will Bain).

Weather Cancellation:

Matthew Slatkin will handle weather-related decisions for outdoor events. Gary to provide the process document.

April Launch:

Finalize details in CourtReserve ASAP for promotion. Dave to send communications once ready.

Susan Cooper recommended volunteer sign-up system.

Parks Master Plan:

Jodee Smith to represent BPC at the BPRD Master Plan Focus Group on April 3. She will gather input from the board.

BPW Joint Membership/Facility:

Gary introduced a long-term idea for a joint effort between BPC, Bloomington Pickleball Warehouse, and The Warehouse to fund a permanent indoor facility.

Project could involve \$25k–\$75k+ in fundraising and grants. Gary to meet with stakeholders and develop a proposal.

Will Bain's membership structure idea will be sent to the Club Functionality Committee (Chair: Susan Cooper) for review.

50+ Expo:

Matthew Slatkin will staff the BPC booth on May 7 (3–6 PM). He'll complete free registration by March 28.

8. Other Business

Business Entity Report:

Kyle Parker confirmed need to file the biennial report with the Secretary of State.
Current officer titles confirmed as:

- Dave Martin (Chair)
 - Ellery Likens (Vice Chair)
- Kyle will file the report.

9. Next Meeting & Adjournment

Board will skip April meeting due to timing and outdoor season starting.

Next board meeting: Wednesday, May 1, 2025, at 7:00 PM EST (likely virtual)

Club Functionality Committee (Susan Cooper) will handle scheduling and invitations.

Meeting adjourned: Approximately 8:30 PM EDT

Action Items

Dave Martin:

- Follow up with Jerry Sutherlin on board status
- Renew insurance policy
- Invoice Shine for sponsorship renewal
- Email members re: windscreen installation (Mar 30 @ Noon)
- Coordinate AED/sign pickup with BPRD (Keto)
- Sign final BPRD agreement
- Send April ladder promo once finalized in CourtReserve
- Provide banner cost info to Kim

Kyle Parker:

- Investigate \$473 Stripe discrepancy
- Reimburse Jade for AED certification
- File Business Entity Report with updated officer info

Jodee Smith:

- Gather board input for BPRD Master Plan
- Attend April 3 Focus Group

Gary Milhoan:

- Pick up AED and signs (Mar 29)
- Retrieve/mark donated balls
- Provide weather cancellation policy to Matthew
- Finalize ladder details with Matthew/Will
- Meet with Timber Tucker/David on indoor facility proposal

Susan Cooper / Club Functionality Committee:

- Schedule May board meeting
- Review Will Bain's joint membership proposal

Brent Litzer:

- Bring windscreens + zip ties to RCA Park (Mar 30)
- Transfer 2 nets to Jade

Matthew Slatkin:

- Attend windscreen install (Mar 30)
- Handle weather cancellations
- Coordinate April ladders and volunteers with Gary/Will
- Register for 50+ Expo booth by Mar 28
- Staff 50+ Expo (May 7)

Kim Scifres:

- Develop formal tiered sponsorship proposal

Ellery Likens:

- Assist Partner Committee with BPRD relations

Chip Helm:

- Coordinate Networking Committee leadership with Bob Costello & Kim Scifres

All Committee Chairs:

- Schedule initial meetings before May board meeting
- Recruit members
- Define goals and begin work