



# BPC Board Meeting Minutes

**Date:** Monday, June 9, 2025

**Time:** 7:04 PM – approx. 8:30 PM EDT

**Location:** Online via Google Meet

**Board Members Present:** Dave Martin, Brent Litzer, Chip Helm, Ellery Likens, Jerry Sutherlin, Jodee Smith, Kim Scifres, Kyle Parker, Matthew Slatkin, Susan Cooper

**Quorum:** Established with 7 members present (Chair + 6)

## 1. Call to Order

Dave Martin called the meeting to order at 7:04 PM. A quorum was confirmed per the bylaws.

## 2. Approval of Previous Meeting Minutes

Minutes from March 26, 2025, were reviewed.

- Motion to approve by Brent Litzer
- Seconded by Kim Scifres
- Vote: Unanimous approval

## 3. Treasurer's Report – Presented by Kyle Parker

- Tax return and business filings completed
- April payment to BPRD completed; May still pending
- May income highlights: \$440 from 8 premium memberships; \$625 ladder income
- \$1,500 in outstanding checks (City, Crimson Pickle, Warehouse)
- Stripe discrepancy (\$473 surplus) traced to one-time issue; no recurrence
- Discussion on appropriate use of cash reserves and committee-driven funding ideas initiated



## 4. Committee Use of Surplus Funds & Event Planning

- Approved motion for June 24 pizza & pickleball social (Kim Scifres' committee)
- Suggestion to purchase discounted demo paddles from PaddleTech and Selkirk for giveaways or events
- Proposal to use committees to identify strategic investments (events, demo equipment, community engagement)

## 5. Board Membership & Vacancies

- Resignations: Chip Helm (April 30), Bob Costello (May 15)
- Will Bane nomination postponed pending creation of a conflict of interest policy
  - Motion by Jodee Smith, seconded by Susan Cooper; unanimously approved
- Jerry Sutherlin confirmed continued board involvement
- Current board: 10 members; up to 5 open spots
- Recruitment ideas discussed (e.g., youth/student rep)

## 6. Court Reserve & Operations

- Court Reserve subadmin list reviewed and updated
- Dave to revise waiver form to include email address
- Kyle and Brent to meet with Dave on subadmin tools and procedures
- Cash tracking during ladders noted as challenge; binder-based log reintroduced

## 7. Legal/Liability Considerations

- Concerns raised about non-members using RCA courts during reserved hours
- Decision: Seek clarification from BPRD; Matthew to follow up with Thad
- Dave and Jodee reviewing agreement language (currently nonspecific)

## 8. Club Functionality Committee Updates – Susan Cooper, Jodee Smith

- Conflict of interest policy drafting underway
- Will Bane's membership integration proposal deemed too complex



- Committee to explore simplified cross-membership models with BPW

## 9. 🤝 Partnership Updates – Ellery Likens

- Progress reported at Flatwoods Park; courts nearing completion
- Emphasis on stronger city relationships and possible future fundraising for court improvements
- Hoosier Alley project: Dave to follow up with Gary on partnership conversation

## 10. 📢 Communications Update – Dave Martin & Brent Litzer

- Email communications continuing; Slack participation increasing
- Encouraged members to promote social channels and community engagement

## 11. ✅ Adjournment

Meeting concluded at approximately 8:30 PM EDT

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## ✍️ Action Items

### 📌 Dave Martin

- Draft conflict of interest policy with support from Jerry, Susan, Jodee
- Revise waiver form and distribute to board
- Coordinate June 24 event planning with Kim
- Meet with Brent & Kyle on Court Reserve procedures
- Follow up with Gary re: Hoosier Alley

### 📌 Kyle Parker

- Continue tracking outstanding checks and clarify payments
- Meet with Dave and Brent on Court Reserve tools

### 📌 Kim Scifres



- Lead planning for June 24 pizza party
- Handle drinks, prizes, logistics with committee

#### **Matthew Slatkin**

- Follow up with Thad on RCA court usage liability
- Assist with youth recruitment and student outreach

#### **Jodee Smith & Susan Cooper**

- Review and refine conflict of interest/code of ethics draft
- Continue exploring streamlined partnership options with BPW

#### **Jerry Sutherlin**

- Provide nonprofit code of ethics example for reference

#### **Brent Litzer**

- Assist with Court Reserve logistics and subadmin support

#### **Ellery Likens**

- Follow up with Monroe County Parks re: Flatwoods court timeline



## **Next Meeting**

TBD – Invite to be sent based on new schedule determined by Club Functionality Committee