



Etobicoke Pickleball Association

2024 Annual General Meeting – Minutes

Feb. 4, 2025 – 7:35PM held at the Royal Canadian Legion (110 Jutland Rd., Etobicoke)

34 Attendees (plus 6 Board members)

Item	Discussion	Action	Responsibility/Date
Meeting call to order	<p>John Cameron welcomed everyone to the AGM, acknowledged quorum was established, and motioned to call the meeting to order at 7:35PM</p> <p>J. Cameron initiated a motion to call meeting to order:</p> <p>2nd: E. Gaynor</p> <p>Motion passed</p>	N/A	N/A
2024 AGM Agenda	<p>J. Cameron requested a motion to approve the 2024 AGM Agenda</p> <p>1st: K. Maguire 2nd: G. Mandziuk</p> <p>Motion passed</p>	N/A	N/A
2023 AGM Minutes	<p>J. Cameron requested a motion to approve last year's minutes</p> <p>1st: E. Gaynor 2nd: P. Carroll</p> <p>Motion passed</p>	N/A	N/A

<p>Year in Review</p>	<p>John began the review of 2024 by recapping our four main objectives as an Association: member advocacy with the city, serve as a resource, build a sense of community and grow participation/awareness of pickleball.</p> <p>John outlined how EPA forges relationships with the city including presenting to City Staff on a regular basis and sitting on City boards (Pickleball Advisory Group (John)/Centennial Park Stakeholders Committee (Brenda)).</p> <p>EPA has been instrumental in the establishment of pickleball lines on 96 tennis courts at 49 locations across Etobicoke/West Toronto including pickleball exclusive locations at Valleyfield Park (tennis court removed) and Eglinton Flats.</p> <p>Brenda presented an update on a previously approved project at Rotary Park. Unfortunately, after a community consultation survey the City Councillor's office for Etobicoke Lakeshore (Deputy Mayor Amber Morley) cancelled the project. Brenda stated we will continue to pursue this opportunity.</p> <p>Construction of 12 new courts is underway at Centennial Park with completion currently projected to be Summer '25. This is part of the broader Centennial Park redevelopment project.</p> <p>EPA was also able to secure significantly more indoor court time for our members in 2024 via a partnership with Fairgrounds Racket Club. EPA also secured one additional community centre permit vs 2023 at Ken Cox CC. Permits were also negotiated at the Etobicoke Olympium, Ourland CC, Our Lady of Sorrows school and the Dixie Curling Club.</p> <p>Beckie reviewed the success of the EPA@Fairgrounds program: registrations increased from approximately 300 in the first session to over 700 registrations in the most recent session (Winter Whip). We continue to evolve and manage challenges as they occur.</p>	<p>N/A</p>	<p>N/A</p>
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	<p>John recapped the numerous activities EPA delivers over the year to grow participation and community including: four tournaments, four leagues, special events as well as training sessions for approximately 500 players throughout the year.</p> <p>The number of EPA members reached 1982 in 2024 driven by ongoing interest in pickleball, successful programming and EPA's partnership with Fairgrounds.</p> <p>Brenda recapped CourtReserve – an event and membership management system – launched in June '24. Given EPA membership and program growth, CourtReserve has significantly improved efficiency through streamlined processes. There was discussion regarding the waitlist methodology – see Questions section.</p> <p>Marc thanked all of our 2024 sponsors. He outlined the cost of sponsorship: \$1500 (Gold sponsor) and \$150 for a website banner plus rotating newsletter support.</p> <p>Marc encouraged all EPA members to support our local sponsors. In addition, he requested that if anybody knows of anyone that might be interested in becoming an EPA sponsor to reach out to any member of the EPA Board.</p> <p>Brenda wrapped up the review of 2024 with a brief summary of various other EPA projects including NCCP coaching certification, First Aid Training and Emergency Action Plans among other things. A suggestion was made to potentially organize an EPA group First Aid training session for interested players.</p> <p>J. Cameron requested a motion to approve the 2024 review</p> <p>1st: G. Taylor 2nd: S. Gattesco</p> <p>Motion passed</p>	<p>Determine interest in larger group First Aid training within membership (personally funded)</p>	<p>Brenda</p>

Item	Discussion	Action	Responsibility/Date
<p>Treasurer's Report B. Pusateri</p>	<p>Bonnie presented the financial statement as of Dec. 31 – 2024:</p> <p>At year end EPA had \$83,071 in the bank plus a \$60,000 GIC with \$23,870 owing.</p> <p>Revenue was \$211,632 sourced from membership registrations, sponsorships, tournaments, training and recouped gym rental/facility permit fees offset by \$142,632 in expenses.</p> <p>Expenses were driven by running events plus fees associated with: gym rentals, Fairgrounds, training, insurance, website hosting, banking, Square, Jotform, Playtime Scheduler, MailChimp and CourtReserve.</p> <p>J. Cameron requested a motion to approve the Treasurer's Report:</p> <p>1st: K. Maguire 2nd: J. Healey</p> <p>Motion passed</p>	<p>N/A</p>	<p>N/A</p>
<p>Re-election of 2025 Board of Directors</p>	<p>Three EPA Board members are in the middle of their 2-year term: J. Cameron, B. Yatabe and B. Pusateri. Three Board members' terms have expired: M. Petruccelli, J. Healy and B. Scarrow. M. Petruccelli and J. Healy will not be returning. B. Scarrow is seeking re-election.</p> <p>John requested a motion to re-elect B. Scarrow to a two-year term.</p> <p>1st: S. Worrod 2nd: N. Reay</p> <p>Motion passed</p>	<p>N/A</p>	<p>N/A</p>

<p>Questions/Other Business</p>	<p>There was discussion and questions around the following topics:</p> <p><i>Waitlists within CourtReserve:</i> rationale was provided for how EPA has chosen to set up the waitlist feature in CourtReserve (Opt-In vs Auto Registration). While some members have concerns about the current Opt-In system, it remains the most efficient method for the EPA to optimize attendance at events. It was noted that Auto-Registration is not supported for multi-week events in CourtReserve (primarily impacting our Fairgrounds program). Maintaining the same waitlist methodology across all EPA programs prevents potential confusion. The Opt-In method also eliminates the need to overlay manual processes that would be required to validate attendance for events like Training and Tournaments (i.e. following up on whether an auto-registered player has received/viewed their auto-register email confirmation and will attend the event). Consideration will be given to testing the Auto-Registration methodology (first player on the list automatically gets registered) with an EPA single day free event that does not require an exact participant count.</p> <p><i>Skill Levels:</i> There is a general acknowledgment that some players within the organization are overstating their skill level, with some registering for events beyond their actual abilities.</p> <p>The EPA is emphasizing the importance of accurate self-assessment among players. To support this, a skill level guide has been created. We are also addressing this in our broad communications as well as on an individual basis in certain cases. While there were suggestions for the EPA to rate players, this is deemed impractical due to the large membership size, in addition to being outside the scope of a community association.</p>	<p>Investigate feasibility of auto-registration for free event that does not require exact participation count</p>	<p>EPA Team</p>
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	<p><i>Financials:</i> It was recognized that the EPA is in a strong financial position, leading to discussions about plans for managing cash reserves. Tentative plans include partnering with the City or School Board(s) to develop courts, following the example of other nearby communities, as well as other investments that support pickleball in Etobicoke (eg. purchase of windscreens, game organizers). The reserve also provides EPA with a hedge against increased permit costs and the fact that Fairgrounds (largest revenue driver) will eventually have to close down and vacate Cloverdale Mall. EPA also runs free events (Happy New Year!, National Pickleball Day, appreciation events etc). Additionally, we are covering the cost of HST in our program pricing.</p> <p>A suggestion was made to invest in an annual audit which will be taken under advisement.</p> <p><i>Surveys:</i> A question was raised about the dissemination of the EPA's annual member survey results. It was communicated that the EPA utilizes these results internally as a benchmark to assess organizational performance and to gain insights into various programs. Consideration will be given to sharing results in the future.</p>	<p>Investigate need/cost of annual audit</p> <p>Consider sharing of results for future surveys</p>	<p>Bonnie</p> <p>EPA Board</p>
Award Presentation	<p>John Cameron recognized four outstanding individuals for their contribution to the EPA and our pickleball community.</p> <p>Awards of Excellence: Leadership Award – Beckie Scarrow Ambassador Awards – Patti Brewin, Joan Healey and Narmeen Mitha</p>	N/A	N/A
Adjournment	<p>J. Cameron requested a motion to adjourn at 8:55PM:</p> <p>1st: J. Babiera 2nd: R. Lucy</p> <p>Motion passed</p>	N/A	N/A