



Meeting of the Board of Directors

Tuesday, April 8, 2025, 7:00 PM, ET

Video Conference

Discussion Notes

Attendees:

Alden Briggs	Director	Eileen McClean	Director
France Emery	Director	Bryan Merritt	Director
Luc Grenon	Director	Wendy Pattenden	Director
Rod Hamilton	Director	Brian Rychlicki	Director
Ronald Marion	Director	Val Vollmin	President
Terri Boizard	Manager - Admin	Barry Petrachenko	Executive Director
Elizabeth Werner	Coor - Communication	Will Russell	Sport Law

Regrets:

Mark Borgares	Director	Geoffery Biss	Director
Lester Esteban	Director	David Perfetti	Director
Heather Radcliffe Hood	Director	Steven Sagal	Director

V. Vollmin called the meeting to order at 7:05 pm ET.

Chair's Opening Comments

V. Vollmin recognized the Governance Committee and the hard work they have completed over the last few months.

Adoption of the Agenda

Motion:

That the agenda of the April 8, 2025 meeting of the Pickleball Canada Board of Directors be approved.

(A. Briggs / R. Marion)

Amendments were proposed including the addition of a discussion on sponsor policy conversations to Section 5.2 if time allows.

Motion carried as amended.

Declaration of Conflict of Interest

No conflicts were declared.



Approval of Prior Meeting Minutes – February 13, 2025

The draft meeting minutes, circulated prior to the meeting, were reviewed with grammatical adjustments identified.

Motion:

That the minutes of the February 13, 2025 meeting of the Pickleball Canada Board of Directors be approved as amended
(A. Briggs / R. Marion)

Motion carried.

Business Arising from Previous Meeting

No further actions were identified for discussion under business arising.

Presentation by Will Russell – Sport Law (Safe Sport & Policy Overview)

Will Russell provided an in-depth overview of policy alignment and Safe Sport requirements. Key points included:

- **Policy Framework:** Based on the Canadian Olympic Committee model; used to assess existing policies and identify next steps.
- **Safe Sport Compliance:** Sport Canada mandates third-party mechanisms for training, reporting, and compliance for NSOs; full UCCMS adoption is encouraged but not required for all members.
- **Funding Risk:** Non-compliance may result in loss of Sport Canada funding; audits will be conducted.
- **Implementation Challenges:** Costs and internal rollout planning noted as key considerations.
- **Governance:** Emphasis on clarity in policy language; integrity frameworks should govern director conduct separately.
- **Registered Participants:** Definitions must be adaptable to various participant types.
- **Training & Communication:** Internal strategies are needed for rollout; no centralized training currently available.
- **Next Steps:** Will has completed many of these policy suites and has offered to share examples from other NSOs and emphasized aligning with national standards while considering organizational capacity.

Board, Governance and Policy Items:

Standing Committee – Finance and Risk

R. Hamilton reviewed the Finance and Risk report noting the organization had a strong first quarter. Membership is on track to budget estimates and expenses remain within budgeted expectations. Legal expenses were anticipated to be higher this year and will be accounted for in upcoming budget updates. So far, legal costs remain in line and the first quarter has been positive in this area. The 2024 audit has been completed, with very positive feedback received from the auditors. A new Terms of Reference (TOR) as well as a new Finance Policy has been included in the materials circulated.

Motion:

That the Finance Report be received.
(A. Briggs / R. Marion)

R. Marion raised a question regarding the charging of GST/HST and if PTSO and Pickleball Canada operations were compliant. The Finance Committee will review this matter and report back to the Board at a future meeting.

NOTE: Action Items appear in [Green Font](#)



Motion carried.

Action Item: B. Petrachenko will confirm GST/HST issues with the auditors.

Motion:

That the Finance Committee Terms of Reference be approved as circulated.

(A. Briggs / R. Marion)

Motion carried.

Motion:

That the Finance Policy be approved as circulated.

(A. Briggs / R. Marion)

Motion carried.

Motion:

That the draft Auditors Report were presented and received, and are to be signed by the President and Treasurer.

(R. Hamilton / R. Marion)

Motion carried.

Action: B. Petrachenko will have the auditor's report signed as required.

Governance Committee:

W. Pattenden reviewed the Governance Report and spoke on the need to temporarily change the date of the nominations for Directors to be extended from 7 days to 30 and that this also meant the ToRs for the Nominations Sub-Committee and Governance Committee need to be adjusted and have been included in the material to review.

Motion:

That Bylaw 4.5 be amended to adjust the deadline for Director Nominations from 7 days to 30 days, and that this motion be brought to the AGM for consideration for implementation beyond 2025.

(W. Pattenden/A. Briggs)

Motion carried.

Motion:

That the Draft Terms of Reference for the Nominations Committee be approved as circulated.

(W. Pattenden/A. Briggs)

Motion carried.

Motion:

That the Draft Terms of Reference for the Governance Committee be approved as circulated.

NOTE: Action Items appear in Green Font



(W. Pattenden/E. McClean)

Motion carried.

Motion:

That the following members be appointed to the Nominations Sub-Committee: R. Marion (Chair), E. McClean and three (3) independents (by way of a selection process).

(W. Pattenden/A. Briggs)

Motion carried.

Operations Report

B. Petrachenko reviewed the Operations Report as circulated.

Sponsorship Policy

B. Rychlicki reviewed the report of the Task Group that drafted a Sponsorship Policy to guide operations.

Motion:

That the Draft Sponsorship Policy be approved as circulated.

(B. Rychlicki/B. Merritt)

R. Marion posed concerns with the draft and suggested it should be considered by the incoming Board in June.

Motion carried. (R. Marion requested that his opposition be noted)

Meeting adjourned at 9:10 pm ET.