

President



Heather Fleming

Retired parks, recreation and community leader. NSPC Member since 2018.

What I love about the job:

I love leading and supporting the leadership team to grow and promote pickleball for all ages and abilities on the North Shore

What I do:

- Oversee NSPC governance and operate in the context of our Bylaws,
- Set the tone of the Board – respectful behavior, active listening and equal engagement,
- Plan Board meetings, develop agenda, facilitate meetings,
- Oversee the Strategic Plan and work on priorities of the Board,
- Facilitate and preside over the AGM,
- Create a Succession Plan - Identify and recruit new/potential Board members,
- Handle political issues and keep connected with CNV, DNV and WVan Councils and Parks/Recreation staff teams,
- Support the develop of more NS pickleball amenities,
- Be the voice of the organization.

Heather wishes to be in this role for one more year and mentor the next person who wishes to step into this leadership role.

Secretary



Anne Watson

Retired university business instructor and animal lover.
Member since 2018.

What I love about the job:

I have met so many community members and picklers because of our outreach to municipalities and promotion of the sport. Great experience.

What I do:

- Attend and take the minutes at all Board meetings.
 - Draft the formal minutes, gather the input of other directors, then edit and correct them in preparation for posting to our Club website.
 - Record attendees at the AGM and ensure a quorum has been reached in accordance with our Constitution.
 - Take the minutes at the AGM.
 - Arrange for the AGM meeting room, including the set-up and electronic support.
- File the Club's annual report under the BC Societies Act.
 - File reports to outside agencies as required, e.g. to VCH for our Healthy Living Grant.
 - Promote the Club at community centres and outdoor venues.

Anne is stepping down after serving the Board for 2 years.

Communications Director

Estha Parg Murenbeeld

Retired teacher and squash player,
member since 2018.

What I love about the job:

Distilling the essences of a meeting or an issue and turning it into a newsletter is a creative process.



What I do:

- Attend monthly board meetings,
- Write the monthly newsletters to the membership,
- Send out notices of general meetings (AGM) and emails about important news (playing time changes, social events). (We use a free service called Mailchimp)
- Update the NSPC webpage with Board minutes, news and AGM documents. (Hosted on a free site called Wordpress)
- Help create and send out member surveys using Survey Monkey,
- Support the Facebook page.

Estha is willing to serve the Board one more year. Estha is also a member of the Social Committee.

Vice-President + Registrar



Allan Gauthier

Gardener, traveler, pickleball enthusiast.
Vice-president 2019-2020.
Murdo Frazer coordinator since 2016.

What I love about the job:

I like to meet lots of people and I enjoy helping members to register and to renew their registrations in subsequent years. As a retired banker and a math major, I particularly enjoy keeping club statistics.

What I Do as Registrar:

- Keep statistics for all new and renewing club members.
- Keep player stats at outdoor venues. Compile totals at the end of the month and record in excel file for yearly comparison purposes. Will be adding Mahon Park stats when it opens.
- Keep an email list of members by year for Pickleball BC and Pickleball Canada (PCO) memberships. Forward the member list on a regular basis with payments per member.
- Assist new and or renewing members to access and complete the NSPC registration system. Process registrations for the members who cannot access computers and collect funds from said members to deposit into the bank account and provide the Treasurer with reconciliation of manual bank deposits.
- Keep the email (Mailchimp) list of members up to date to ensure the full membership is receiving our club communications.
- Reconcile the email (Mailchimp) list of members to club members showing in the registration (Spazz) system.
- Liaise with our Spazz system rep, Randy Wrixon regarding registration system issues and requirements.

What I do as Vice-President: *The VP is “responsible for carrying out the duties of the President if the President is unable to act”. By-laws 6.4.*

Allan is stepping down from the vice-president position (2017-2020). He has also served as registrar since May 2018.

Equipment Director

Ron Precious

It is the responsibility of the Equipment Director to manage and see that all equipment is put to good use at the many outdoor facilities that the club utilizes.

In addition, the role of Equipment Director includes liaising with the School Programme co-ordinator to facilitate with the management of Introduction to Pickleball in the Secondary Schools System on the Northshore.

In the event of Club Tournaments, whether limited to members or open to the general public (other clubs), the Equipment Director will assist in the organization and effective management of these tournaments.

Additionally, the Equipment Director will manage the design, ordering and delivery of merchandise and club advertising. This is not limited to but includes: t-shirts, hats, visors and club banners.

Ron is stepping down after one year on the Board.



Treasurer



Dale Harvey

Certified Public Accountant (CPA), member since 2018.

What I love about the job:

Helping to grow the great game of pickleball on the North Shore.

What I do:

- Attend monthly board meetings.
- Reimburse approved expenses paid on behalf of NSPC (note: all NSPC cheques require two signatures).
- Reconcile actual membership dues received with the membership count.
- Reconcile the bank account on a monthly basis.
- Maintain an historical transaction ledger.
- Issue monthly statements.
- Create an annual budget.
- Answer financial questions during board meetings.
- Make the Club's filing respecting taxes.

Dale is willing to serve on the Board for one more year.

Special Projects



Larry Harper

Board member since May 2018.

At the request of the Board Chair take on special projects that are one of kind or provide additional support for another Directors portfolio.

For example:

- Analysis of NSPC signature clothing items for sale manufactures quote requests
- Prepare year to year club statistical information spreadsheets (eg membership numbers, age demographics, member locations by municipality,etc.)