

Prescott Pickleball Association board meeting

Apr 10, 2026 • 1 hour, 32 minutes

Attendees:

Board Members Present:

Judi Mackey - President

Ted Vanderlaan - Treasurer

Michael Clarke - Secretary

Marcie Moody - Member at Large

Rick Bothell - Member at Large

Karen Eads - Member at Large

Quorum met. PPA President Judi called meeting to order at 11:00 AM

Overview

Board reviewed finances and membership, approved March meeting minutes, advanced the shade structure project, aligned on safety/incident processes and potential AED/CPR training, activated volunteer and maintenance efforts, discussed marketing and branding, refined round robin rules and Social Saturday logistics, considered software replacements, planned a city kids event, approved recognizing a key community contributor, and voted to explore supporting an Arizona Pickleball League presence in Prescott.

Finance and Membership

Net income for the month was positive.

Accounting corrections and deposits: Opening equity error from 2018 reversed; a voided GALA check deposit “came back in.”

Revenue: April clinic fees increased March revenue; Lucky Charms event netted \$126. Liquidity: Moved \$20,000 from a 3-month CD into checking to pay for the Court 5 shelter (half payment).

Membership status: 667 members. “224 not renewed since 2025” as of month-end (a few renewed since). March: 16 new members; 22 renewals. Year-to-date renewals are ~83 below budget (~\$2,500 under).

Approval of Minutes

Approval of March 13 board meeting minutes - Ted made a motion to approve March 13th public minutes, Peg Seconded. Discussion around recent requests for changes which were noted to have been changed. Approved unanimously.

Approval of March 20th and 28th board meeting minutes - Ted made a motion to approve closed board minutes, Peg Seconded. Discussion around Karen Eads name misspelled. Approved unanimously contingent on Karen's name being corrected.

Closed minutes will not be posted publicly; distributed to board only.

Facilities: Shade Structure and Court Maintenance

Shade structure (Court 5 shelter): Proposal approved (vendor referenced as “Everbuilt” earlier and “Everplay” later [Judi?]); next steps are issuing a PO, 50% down payment, then scheduling. Estimated completion in ~2 months (aiming earlier than June 5 if possible). Partner program will fund the other half. No play interruptions expected.

Lighting: Additional permanent lighting for the first eight courts remains off the table due to overhead electrical. Portable lighting only; fence-top lights are insufficient height.

Refinishing: Small shelter paint is peeling; benches have splinters. Mike Christensen will lead refinishing; **Action: Rick** will recruit 3–4 volunteers from the maintenance list and coordinate with Mike Christensen.

Action: Marcie send volunteer list for maintenance grouping to Rick

New court display holders: Previous plastic units failed; **Action: Ann** to purchase sturdier holders (12 units, target under \$200), likely under court maintenance. **Action: Judi / Ted** to coordinate

City Parks Master Plan Focus Group Takeaways

Stakeholders (Little League, soccer orgs, parks/trails) reported significant field shortages; children practicing as late as 7–9:30 pm; parking was flagged as a concern. Recent Prescott improvements cited: the pickleball courts and a basketball court; trails in good condition but sports needs dominate the master plan focus.

PPA's requests: Need for four additional pickleball courts reiterated to the third-party consultant. A QR code survey is available for members to note needs (e.g., “more pickleball courts”).

Safety: Incident Documentation and AED/CPR/First Aid Training

Incident reporting: **Action: Peg** modify incident report instructions. Update to instructions proposed—apply to “anyone attending a PPA event” (remove member-only language); note AED use follows ABC sequence; specify the process only applies to PPA events.

Forms access: Incident forms to be in the shed and included in captains’ binders. If no captain/event present (e.g., open play), PPA process does not apply.

Training: Preference to have the fire department provide AED/CPR/first aid training at the courts. Targeting inclusion at a future captains’ meeting (next is April 21, timing likely too soon).

Free memberships for first responders: Discussed offering free memberships as a community service or in exchange for training. Concerns about scope and precedent led to narrower options under consideration, such as: a fixed number of free memberships (e.g., 10) tied to training support, or free memberships for the individuals who actually conduct training (possibly a small allocation per participating fire company). No final policy adopted; discussion to continue.

Action: Peg to contact the fire department by the airport and begin coordination. “Michelle” at the city was previously contacted; the fire department is now preferred.

Volunteers and Inventory

Volunteer list: Marcie compiled ~10 pages of members who opted to volunteer (categories include social events, court cleaning, court maintenance, etc.). She will share names (especially with Ann) and draft concise website text on “what it means to be a volunteer.” **Action: Marcie, Karen and Ann** update volunteer descriptions, **led by Marcie.**

Timeline: Provide an online description and volunteer role overview by the next meeting (~1 month).

Annual inventory: Ann is ready and requests a board member partner. **Action: Peg** supports inventory count with Ann. Target ~2 hours. Inventory should be high-level (not counting individual first-aid supplies). City maintains AED; captains monitor balls and notify Ann/Andrea when stock is low. Sheds and access: Consider what should/should not be stored in sheds (e.g., old waivers). Lock code was changed ~2 months ago; [code omitted from minutes].

Marketing and Communications

Article: Karen drafted a community-focused article for local media (Courier contact to

be confirmed; **Action: Karen**). Also consider Prescott Women, health/wellness magazines (contacts include Elaine Earle and Brianna Eagle). Add photos when the shade structure is complete; capture full-court photos on busy Sundays.

Branding: Peg is producing metallic PPA decals at her expense to gift the board and potentially offer at events (e.g., Pickle for the Pets). Broader branding opportunities and logo usability (current logo is long/narrow) to be explored by Karen.

Round Robins, Clinics, and Event Logistics

Round robin rules: Captains met extensively; updates drafted and circulated.

Awaiting final feedback from Ann/Andrea. Goal: consistent practices across round robins and website updated to match. If captains and liaisons agree, no further board vote required.

Social Saturday round robin: Capacity increased to 44 (10 courts). Event filled with a waitlist. Concerns about idle time—**Action: Karen and Marcie** will coordinate with Ann to message registrants and waitlisters: clarify warm-up/registration window, a firm registration cutoff (e.g., 10:45 am), and play start (e.g., 11:00 am), with a note that late arrivals may lose their spot. Future start times may shift earlier as challenge courts end. **Action: Judi** update wild apricot

2.5 level up clinic: Only 5 registered so far (historically up to 16). Rick will proceed, targeting a 4:1 student-to-instructor ratio; will scale instructors only if registrations increase (registration open until Wednesday).

Action: Judi send another outbound reminder on Picklepost

Action: Karen will do a Facebook post.

*Instructor insurance note: Paid instructors are not covered by PPA insurance; volunteer helpers (unpaid) are covered under PPA's event insurance.

Software and Systems

Current stack: Wix (prescottpickleball.org) for website; Wild Apricot (prescottpickleball.net) for membership; GoDaddy manages both domains. Issues: Wild Apricot is costly and has poor support; QuickBooks renewal would be ~\$135/month and is likely overkill.

Next steps: **Action: Peg** to consult with Tammy Sherrill about CourtReserve (previously used at Espire; now broader in scope). Depending on findings, the board may solicit member volunteers with relevant software experience to assist with evaluating replacements for membership and financial systems.

Community Outreach and Youth

City of Prescott kids event: Parks & Rec planning a multi-day kids event; PPA will provide volunteers for a 2–4 hour pickleball segment. City will handle kids and waivers; PPA to supply paddles and balls. Paddle inventory is low—**Action: Judi**

will request member donations in the Pickle Post and check with PJ; Peg may seek equipment support via regional contacts.

Recognition: YMCA Instructor Acknowledgment

Honoring Bob Atherton: A long-time instructor who helped start pickleball locally (Willow Creek Baptist Church, c. 2013–2014) has stepped back due to health issues. The board supports recognizing him (likely a plaque) at an event in May at the YMCA (Damon is supportive). Judi will fund within discretionary limits. **Action: Marcie** will coordinate and confirm a date with Bob and his wife.

Leagues: Arizona Pickleball League (APL)

Explore supporting an APL presence in Prescott (no cost currently). Goal is to develop teams across skill levels (e.g., 2.5, 3.0, etc.) and enable inter-club play with nearby cities (e.g., Flagstaff; others discussed included Wickenburg, Cottonwood, Sedona). Court usage will not reduce PPA programming; alternative venues (e.g., Aspire or Prescott Valley) may be used.

Approval of motion: Peg makes a motion to investigate the possibilities and options to develop a league with APL. Ted 2nds. No further discussion. Approved unanimously.

Action: Peg to lead initial outreach.

Coach's Corner (Pi Day)

Winners: The question asked the significance of Pi day. First 2 correct responses won, "March 14, 1592". "ultimate/original Pi Day," Winners were: Cynthia Bruner and Mia Misbach—each earns a free lesson from Rick. Special mention: Jim Gray for noting the "ultimate pi response" with March 14th, 1592 at 6:53:58".

Other Notes

Tax return and summer schedule: Ted requested board responses by tomorrow on the tax return and on a proposed summer schedule and kiosk notice (to help captains manage pushback regarding the challenge phase).

Vendor name: "Everplay" was cited as the company the city uses for related installations/signage.

Upcoming Actions Recap

Facilities: Ted pay 50% for the shade structure when requested by the city; schedule installation (~2 months). Rick to furnish maintenance volunteers, with Marcie support of list, to Mike C. Mike C. to lead shelter/bench refinishing. New court display holders coordinated by Ted/Judi with Ann.

Safety: Peg to contact the airport-adjacent fire department to arrange AED/CPR/first aid training; finalize incident report instructions; place forms in sheds and captain aid training; (decision pending).

Volunteers/Inventory: Marcie to post “what it means to be a volunteer” and share the volunteer list; coordinate website updates; Ann to conduct annual inventory with a Peg (high-level).

Marketing/Branding: Karen to finalize and route the article to media; pursue features in local magazines; gather photos; evaluate branding/logo applications. Peg to distribute decals and consider event distribution/sales.

Programs: Ted to finalize round robin rules with captains/liaisons and update website; Judi/Ann to send Social Saturday timing clarifications; continue outreach for the 2.5 clinic.

Software: Peg to consult on CourtReserve; determine if broader volunteer solicitation is needed to evaluate alternatives to Wild Apricot/QuickBooks.

Community: Judi to request paddle donations in the Pickle Post for the kids event; coordinate event volunteers once the date is set. Peg to develop an APL cooperation.

Recognition: Arrange plaque and a May YMCA acknowledgment event for Bob Atherton; Judi to handle payment within limits.

Meeting Adjourned at 12:32 by Judi