



PO Box 3361, Prescott, AZ 86302

Prescott Pickleball Association board meeting

Sep 11, 2026 • 1 hour, 26 minutes

Attendees:

Board Members Present:

Peg Tavers - President

Ted Vanderlaan - Treasurer

Michael Clarke - Secretary

Marcie Moody - Member at Large

Rick Bothell - Member at Large

Karen Eads - Member at Large

*Ted and Marcie attended virtually

Guests Present:

Lisa Hellady

Douglas Seefeld

Ed Ohlmann

Quorum met. PPA President Peg Tavers called meeting to order at 11:04 AM

Overview

Board meeting covering approval of prior minutes, financial results and simplifying the chart of accounts after a move to Quicken, shade structure documentation, lighting feasibility for courts 5–8 under Western Area Power Administration (WAPA) constraints, procurement of picnic tables/benches, bylaws status, elections timing and notices, website committee progress, near-term social events and communications, volunteer appreciation, court etiquette/signage, and liaisons/other notes. Technical audio issues at the start were resolved, and the meeting proceeded with listed attendees.

Prior minutes

Approval of Aug 10 board meeting minutes “v4”- Karen made a motion to approve, Ted second. No discussion, approved unanimously.

Financials and accounting structure

Monthly results: Net income was almost -\$600. Expenses were about \$7,000 under budget. Year-to-date (YTD): Net income is over \$8,000 over budget, mainly due to expenses below budget.

Membership: Grew by 11 to 784. Three renewals. Renewals remain below budget; 21 new members above budget.

Chart of accounts simplification: Proposal to stop using unique income/expense accounts per event. With the previously approved move to Quicken, use Tags to itemize events and provide separate event P&L, while keeping a simpler main reporting list.

Balance sheet in Quicken: Quicken uses “Net Worth.” The current retained earnings (\$135,000) will still be reflected in results, just not labeled as “Retained Earnings.”

Accounting basis: Cash basis; no Accounts Receivable/Payable categories (tracking of reimbursements handled without accrual accounts).

Capital improvements: Use “Capital Improvements” for items like new picnic tables (no capitalization/depreciation).

Michael made a motion to adopt the proposed listing of account categories in quicken, Karen second. passed unanimously. *Move to Quicken was approved last month. Board expects simplification will aid analysis and recruiting a future treasurer.

Shade structure cost share and documentation

No written agreement was found with Recreation Services beyond late-March minutes stating “up to half,” estimated at “about \$20,000” of an estimated ~\$41,000 total.

Plan: Upon receipt of the bill (none paid yet), PPA will present a document explicitly stating PPA’s contribution for Recreation Services to sign.

Status/concern: Structure is completed. Members expressed disappointment with the size (noted as 15’x15’ and fitting roughly one picnic table); lesson learned to be more specific in future agreements.

Lighting for courts 5–8: feasibility under WAPA constraints

Site discussion with Recreation Services (Devin and Cole; Adam Camacho did not attend) and WAPA (Western Area Power Administration) representative Rodney.

WAPA requires a formal lighting plan for consideration; likely maximum allowable height will be 10-foot poles due to overhead lines. Courts 5–8 appear potentially viable; courts 1–4 are likely not, as overhead lines are directly above them (not definitive, but indicated as unlikely). Quality and feasibility: Consensus that lighting must be effective at 10 feet; seek expert input on lumens, fixture count, pole locations, controls, and power routing (including trenching). Recreation Services indicated poles could be installed through the concrete since it is not post-tension; bringing power to mid-court poles would still need planning.

Contractors to consult: Yavapai Lighting and Adam Stromberg (did Espire’s outdoor lighting). Also consider local electricians.

Process: Preference to gather contractor opinions/estimates first (what’s viable at 10 ft) and then approach the City (Christy) to seek permission and coordinate next steps. No funds committed yet; exploratory only.

Picnic tables and benches for shade and lighted courts

One picnic table is already under the new shade (moved from elsewhere). Proposal: Acquire two additional picnic tables so shade coverage is practical across sun angles; consider adding benches along lighted courts (existing benches are often relocated).

Budget: \$800 available for capital; prior tables sourced from Yavapai Exceptional Industries (YEI), which sells tables as a

fundraiser. **Action: Doug** to obtain quotes from YEI

Funding options: Past tables were donor-funded with laser engraving; could solicit donors again, but first obtain pricing.

Bylaws status

Earlier this year the board voted against reducing board size, and voted to elect members to the board (not to specific positions). IRS approval of bylaw changes is not required (only notification).

Decision: Table all bylaw changes for now; leave for next board.

Board elections and annual meeting

Nominating Committee: Marcie, Rick, and Peg.

Letters of interest: President — Doug Seefeld; At-Large Member — Lisa Hellady. Secretary remains open. **Action: Ted** Publish candidate bios is Pickle Post.

Bylaws require that members may nominate additional candidates by written submission at least 21 days prior to the annual meeting.

Plan: Make October 9 the annual meeting (combined with the board meeting).

Action: Ted Send a mass email by September 18 to all members to announce the meeting, invite nominations, and include short bios for Doug and Lisa. Note the secretary opening. If only one candidate per position, there will be no election.

Scheduling: Attempt to hold in the evening if the room is available (e.g., 4 PM or gym). If not, proceed at the regular time. Members to be notified; consider RSVP for room sizing.

Website committee

Committee formed last month; five volunteers (including Ed). Participants include Karen and Ted; also named were Bill Friend and Janice Kim. **Action: Ed** Supply website committee info to board.

Workstreams: Immediate tactical fixes, infrastructure, and long-range planning initiated. Momentum established; long to-do list underway.

Governance: Draft mission/scope statement and a revised charter will be sent to the board for approval. The committee nominated Ted as board liaison.

Board minutes visibility: Board agreed minutes may remain on the public

website. Maintain at least current year (consider a rolling two years). Ensure archival copies on the shared drive.

Events, communications, and postings

Challenge Play time changes: Posted on the website. Captains' contact list, calendar, and kiosk will be updated the day before the schedule change.

9/12 Social Round Robin: Full.

9/17 Social at Mark's Beer Garden: Needs to be added to the events page with registration; the event exists in WildApricot. **Action: Ted** will add the posting.

Event process gap: Clarify roles/steps for event creation—who enters the event in WildApricot, who creates the flyer, and who supplies materials to Ed for website posting—to avoid future misses.

Remainder of 2026: No additional confirmed events besides a Round Robin in November. Girls' Night Out: Members were invited via Pickle Post to contact Ann; evaluate interest; likely not proceeding this year absent interest.

A social committee was considered to help govern events and activities. Marcie has been in this role and can continue for now to be liaison and lead the committee.

Volunteer appreciation

Plan: Provide volunteers with a yellow "Ice Shaker" bottle engraved as a PPA volunteer gift (about \$25 each). Proceed with gifts instead of a volunteer event this year.

Criteria and list: Draft volunteer list to be circulated for review to avoid omissions. Discussion included potential thresholds (e.g., more than three events) and exceptions (e.g., bench refinishing crew), but final criteria were not fixed during the meeting. The board agreed to proceed with the shaker gift; finalize the list/criteria offline.

Distribution: Target October distribution (e.g., at the annual meeting, at courts, or scheduled pickups). Consider publishing volunteer names in the Pickle Post. Additional recognition ideas (discussion only): Complimentary memberships for certain roles (e.g., captains, board members, or multi-event volunteers) were debated; no decision reached.

Court etiquette, challenge play usage, and code of conduct

Incident reported involving unsportsmanlike conduct and profanity at the courts; concern about recurring behavior and lack of adherence to guidelines (e.g., “four on, four off” when crowded).

Guidelines/signage:

Challenge Play is public court time; PPA’s member Code of Conduct governs PPA-organized events, while general city sportsmanship rules are posted. City previously suggested calling police for serious issues; staff are unlikely to respond onsite. **Action: Ted** Code of conduct posting Website already indicates that during challenge times, Courts 3–4 are for recreational/beginner play. Proposal to post this clearly on-court for visibility and to support new member orientation use. **Action: Ted** Request **Ann** to produce signage for courts 3-4

Broader etiquette and “four on/four off” triggers (e.g., when half the courts have four paddles up) should be posted more clearly at the courts and kiosk; consider more prescriptive public-facing rules in coordination with the City.

Ambassador concept (historical): Past practice of on-duty ambassadors helped mediate; no current plan to reinstate, but improved signage and clarity are immediate priorities.

Chino Valley liaison

Chino Valley is planning a significant community facility with pickleball as a major component. The board agreed it is important to maintain the relationship; Marcie will continue as liaison.

Other notes

BYU event: Will advise by 9/12 on number of courts needed so unused courts can be released.

Meeting Adjourned at 12:30 PM by Peg Tavers