**Minutes of the Melaque Pickleball Steering Committee**

**December 14, 2024**

Present: Lorna, Ken, Lori, Mary, Claude, Norva, Tom Call to order: 1:00 pm

Treasurer update – Mary reported the balance in the bank is 54,128.78 pesos.

Nov 1 Opening Bank Balance 42,893.82

Nov 19 Deposit 11,200

Nov 30 Bank Interest 34.96

Nov 30 Bank Balance 54,128.78

For information Purposes: We have collected a total of 25,450 pesos (many of the seasonal members had prepaid their 2024/2025 fees). We have paid in expense 5,494 pesos.

Secretary update – no update for this meeting.

Membership/Host/Fees/Tournaments

* Membership. We currently have 40 seasonal members as well as 15 in the afternoon French group. There have also been several monthly members and drop-ins.
* Host Program. Currently, there are 8: Kim, Al, Lori, Joyce, Lorna, Cathy, Mary, and Jose. A welcome meeting was discussed to give hosts a chance to get to know each other and to go over the duties of hosting. If anyone is interested in hosting, give their name to Lorna.
* Fees. 1,000 pesos for season; 400 for month; 50 for drop-in. A suggestion was made for additional revenue, to have new members pay a “club joining” fee in addition to the regular fees. This was tabled for the time being.
* Tournaments. There will be a fee of 100 pesos to enter a tournament, which will go to park improvements. Discussion followed as to who is allowed to play in tournaments.
	+ Priority 1 – members paying the seasonal or monthly fees
	+ Priority 2 – Regular drop-ins
	+ Priority 3 – All others

Motion made, seconded, and passed.

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Maintenance

* End of Season: Close-down. It is determined that the Melaque courts will be open October 15 through April 15. After that date, if there are players who want to play, they will take responsibility for unlocking and locking up equipment.
* Painting the courts. At this time, Ken recommended that the new courts not be painted.
A patching trial was done on a small section of Expansion joints on the old courts with a product that is very pricey and has a lengthy drying and curing time (up to 2 weeks). It appears to have been successful, but painting will be done first. Further repairs may be done later. Ken estimates it will cost 11,000 pesos to paint the old courts. It takes 2 weeks to get the paint, and he suggests finding a couple of workers to paint. Color: Sport Blue. It was moved, seconded, and passed to paint the old courts.
* It was agreed that sunshades are needed for the south section.
* Trees are doing well.
* Repairs to missing fencing on old courts will be looked at.
* Plastic court divider on old courts. Ken has found black fencing, 2 meters high, with small holes. It can be cut in half. The cost is 50 pesos per meter in length. Motion made, seconded, and passed. Ken will purchase fencing.
* Update from volleyball players about old courts. Ken says the contact for volleyball is Christian.
* Locks being cut off to access the light switch for the court lighting. After learning about the numerous times the locks were cut off or gone missing, a solution was presented by Ken.
The door to the bodega will have a key (which is in the lockbox). The equipment box will have a combination lock which will be the same code as the lockbox. The keys for the new court gate locks will be inside the equipment box. Keys will be given to Ken, Lori, Claude, and Lorna. The caretaker also has a key for the bodega. As for the ability to turn lights on to the courts, a switch will be added to the outside wall and an outside plug added for the water pump and an inside plug for our blower. An electrician needs to be hired. The pickleball club will organize and pay for this to be done.
* New caretakers. Ken and others are pleased with the new caretakers. The only issue is that they are not on the property full time, as Carlos was. Lori wants to have a meet-up between Santiago/Hovita and Janice McWilliams. Janice can help with translation. Santiago’s number is: 315 114 3459.

French group update – Playing time is 3-5 pm on Tuesdays, Thursdays, and Saturdays. They are using the new courts currently.

Signup Genius/Website

* Transfer over of Signup Genius from Joyce to Tom. A new account will be created that should provide more features for signing up and for communications.
* Joyce will stay on as website coordinator; Lori and Claude will serve as backup. Discussion included a plan to enhance the website. Offer a place for news items, which will fulfill the need for a newsletter.
* After further discussion with Joyce (after the meeting), a second email was deemed unnecessary. Most emails require a response from the Signup Genius Coordinator, and others can be forwarded to the appropriate Steering Committee member.

Communication

* Discussed communication between committee members and our general membership. Tom will create a WhatsApp group for committee members.
* Newsletter, email message format. See above note regarding adding news items to website. Website will also be used more for posting Meeting Minutes, Guidelines for Melaque Pickleball, Host Duties, etc.
* Member survey (such as Survey Monkey). No action at this time but will address it again at the next meeting.

Review of format of Play/Guidelines/Signage

* Discussed at length the number of players max, Skill levels, “Specialty” courts, alternating between old and new courts, as well as “Early Season/Mid-Season/Peak Season” possibilities. For the “Mid-Season,” which includes December, the following Message was put out on the Melaque Pickleball website and the Melaque Pickleball Players Members Facebook page:

Starting Monday, December 16, we will adopt the following plan for alternating between courts and various skill levels.

As our numbers increase, we will continue to make changes such as starting play on Sundays and moving to two scheduled shifts each day.

**Monday, Wednesday, Friday:**

Novice/Intermediate players will play on the three old courts with a maximum of 18 players. The east/west court may be preferentially used as a "Novice"-only court for the first 6 players that want to use it. All three courts could alternatively be used as Novice/Intermediate if there are insufficient players wanting to use the "Novice"-only court.

Intermediate/Advanced players will play on the two new courts with a maximum of 12 players.

**Tuesday, Thursday, and Saturday:**

Intermediate/Advanced players will play on the three old courts with a maximum of 18 players. The east/west court will be designated as an "Advanced"-only court for the first 6 players that want to use it. As players leave the east/west court, other "Advanced" players at the courts can fill in.

Novice/Intermediate players will play on the two new courts with a maximum of 12 players.

* Shift structure. It is determined that when the numbers increase, the shift times used last year and Signup Genius will begin (i.e., Peak Season). Adjustments to the maximum number of players per shift and other changes will occur as needed.
* The “Welcome to Melaque Pickleball” and “Guidelines for Melaque Pickleball” documents. Lorna stated that she will edit these documents and post them on the webpage.

Possible Sub-Committees

* Tournaments – Noted that Joyce is leaving in January. We need someone to organize the tournaments. It is suggested that the Dinking Tournament was a good one to start off the year. Joyce offered to set up a Dinking tournament before end of year and another one in January, before she leaves.
* Maintenance & Equipment
* Fund Raising/Social Activities – As noted above, it is agreed to charge 100 pesos for entry into a tournament, which will go towards park improvements. Thirsty Thursdays gatherings are popular, however, the restaurant is maxed out for space with the current turnout. The Kraken restaurant was mentioned as an option, with its swimming pool and large space.
* Beginner lessons and/or Skill development. Currently, the best option for learners is to come at 11 am – after regular play, with the understanding that one person will take charge of putting the nets away. During Peak Season, the 11 am shift could be used for a variety of “Specialized” play.

Park enhancement – a commitment was made at the time of building the two new courts that there would be efforts to enhance the park, for example, improved lighting. This will be an agenda item for a future meeting.

Future expansion – this can be discussed at a future meeting.

Code of Conduct – Any concerns expressed to the Steering Committee regarding player conduct will be addressed accordingly.

Meeting adjourned at 3:40 pm.

The next meeting is scheduled for Saturday, January 4 at 1 pm. Location TBD.