

PINNACLES FC BOARD AGENDA

May 26, 2026

At 8:00 pm - Held Virtual

1. Meeting Minutes Adoption – April 21st, 2026

- a. **Approved** – Treasurer and Vice Chair

2. Financials

- a. **Document Storage:** Documentation is currently locked but in a common space. Club needs to review storage of these documents, and the years required to keep the documentation. Daniela will be working on this with the staff. The staff has been working to clear space in the office; this will be completed by the end of June.
- b. **Payroll Automation/Junior Coaches:** Admin/Ops requested having automatic payroll system. Junior coaches track time with an application, time management applications to be explored to also sync with accountant and lessen burden of paid staff. The Treasurer with Operations will continue to work on this project.
- c. **Club Credit Card:** The new card has not arrived; however, the bank has started the transfer. After a few follow ups with the VISA provider, the new VISA should be provided by June 01, 2026, and all the names have been updated to the current board members.
- d. **Current Budget Overview:** The budget requires to be cleaned up by the new accounting firm; this will include moving expenses to the correct general ledgers. Further details of cost for fields, equipment etc. will be worked on with the Operations staff and the accountant over the coming months for the 2027 financial planning.
- e. **Gaming Grant 2026:** The Board has been working on completing the annual gaming grant from the provincial government. The final drafts and details for the application will be completed by May 31, 2026.

3. Programming

- a. **Management Consultant Session with Matt H**
 - i. Initial feedback is that this may not be a multi-month engagement for an operational outline/plan.
 - ii. Noted disconnect from our communities back to PFC and to Penticton specifically.
 - iii. Roles and responsibilities of PFC staff could use clarity and direction for staffing and programming success.
 - iv. Preliminary findings document being prepped for delivery prior to end of June.

4. New Business

- a. Insurance Review** – approved by Board
 - i. Covers Water Damage, Liability and all Property Contents
 - ii. Treasurer to confirm the floor plan and outline of what's being covered.
- b. Staff Concerns re: Equipment, Scheduling and Communication**
 - i. Communicate staff coaching hours
 - ii. Setup Board singular email even with direct point of staff contact being Board Chair
 - iii. Board to review weekly scheduling opportunities for staff for visibility
- c. Revelstoke Tournament**
 - i. Treasurer to build a case study for the reimbursement amount
 - ii. Board gave preliminary approval pending budget decision
- d. Winter Programming Revenue Sharing**
 - i. Response from Board approved for submission regarding results
- e. Club Discipline**
 - i. The Board was updated about Discipline concerns from Tournaments over the long weekend
 - ii. Approved communications to internal PFC groups reminding of parent and club expectations when representing PFC at any and all events
- f. BC Societies**
 - i. Board reviewed current BC Societies documentation as it appears to require updating from 2025 to 2026
- g. Roadway Signage**
 - i. Discussion around more frequent and timely updates
 - ii. Board to reach out to Staff about updating and potential process moving forward

Next Meeting: TBD