

**Greater Portland City League Tennis
Board Meeting Minutes
January 17, 2019**

I. Call to order by Nikki Nadig at 10:33 am at the Multnomah Athletic Club.

II. Roll call: Members present – Nikki Nadig, Mary Klinger, Patricia McKinnon, Jennie Lee, Linda Brumder, Elaine Sibley, Jian Xu, CynDee Brockett, Kelley Nielsen, Penny Birkhofer, Kelly Buhlman, Alisa Rakoz

Absent: Barb Schmitz

III. Approval of minutes from last meeting

Recording Secretary: Linda Brumder

DISCUSSION	A correction was made to the November meeting minutes. A motion to approve the corrected minutes was made and seconded and passed unanimously.
CONCLUSIONS	Minutes will be placed on the website.

IV. Officer Reports:

President: **Nikki Nadig**

DISCUSSION	The Scheduling Subcommittee met in December with Debbie Johnson to discuss scheduling issues. A positive, collaborative discussion including consideration of all scheduling variables and a path forward was held. As Lake Oswego has the most issues, Kelly offered to have their (LO) organizational group work with Debbie to resolve whatever issues arise prior to publishing next year's schedule. Issues affecting scheduling include: number of courts available, total number of teams, and the number of teams playing on Tuesdays and Wednesdays.
CONCLUSIONS	Debbie will work with the LO organizational group to resolve any scheduling issues which may arise before the schedule is published in August. Some Tuesday teams may still have matches scheduled on Wednesdays and vice versa. A notice will be added on the division pages on the website and/or in the FAQs alerting teams to the alternate day possibility.
DISCUSSION	Nikki reported that she is using Google Drive to communicate with board members and as a possible new document storage site.
CONCLUSIONS	Board members should verify they can access the new site and upload any pertinent documents.
DISCUSSION	Columbia Sportswear offered an opportunity for City League members to shop at their employee store.
CONCLUSIONS	Captains will be notified as soon as the details can be worked out.

Vice President: **Mary Klinger**

DISCUSSION	Mary asked for ideas for a theme/emphasis for our Captains' Brunch in August, and suggestions for prizes for division winners.
CONCLUSIONS	Request board members to consider additional theme ideas. Kelley offered to make ceramic ornaments as prizes.

Treasurer: **Penny Birkhofer**

DISCUSSION	No activity in December. A motion was made and seconded to approve the financial report.
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CONCLUSIONS	The motion passed unanimously.
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Website Coordinator: **Jian Xu**

DISCUSSION	Mid-season registration started January 17 th . Initially there was a small website glitch (no transfer button) which was corrected immediately by our website provider as soon as notified.
CONCLUSIONS	Mid-season registration continues through January 20 th .
DISCUSSION	A team can add six new players during mid-season registration. A question was raised regarding whether the website prevents a team from adding more than six players.
CONCLUSIONS	Jian will check about player addition restrictions.
DISCUSSION	Please remind captains to share any “shout-outs”.
CONCLUSIONS	If no “shout-outs” are received, we will continue to highlight a City League rule.

Resolution Coordinator: **Kelly Buhlmann**

DISCUSSION	Kelly reported that she notified the Glendoveer I team captain of the Board’s December email vote regarding use of an illegal sub in the Glendoveer I team match versus Stafford Hills on November 20, 2018. The Board voted unanimously that an illegal player was used in the match and awarded the win at 5 doubles to the SH team and deducted a penalty point from the Glendoveer total.
CONCLUSIONS	The rule regarding substitutions from lower level divisions will be reviewed by the Rules Subcommittee in the spring to determine if it needs clarification.

V. Division Reports

Division E – Alisa Rakoz

DISCUSSION	There was a captain change on a team and the new captain was having issues submitting the scores.
CONCLUSIONS	Only at Mid-Season Registration can the email and password be changed. Until that time, the old email and password must be used.

Division G- Penny Birkhofer

DISCUSSION	Penny will be out of the country February 19-26 and will miss next meeting.
CONCLUSIONS	Patricia McKinnon will cover the G Division during her absence.

Division I – CynDee Brockett

DISCUSSION	A team used a sub and did not acknowledge on the score sheet.
CONCLUSIONS	There is no rule violation, but should be noted as a courtesy.

Division J – Kelley Nielsen

DISCUSSION	One person contacted Kelley to ask if a sub was an illegal player.
CONCLUSIONS	A determination was made after reviewing the rules.

VI. Old Business

DISCUSSION	None reported.
CONCLUSIONS	

VII. New Business

DISCUSSION	Several captains have expressed they are having difficulties filling the singles position in matches. After reviewing the current sub and default rates for singles and doubles, the board discussed sending out a survey to captains to gather more information.
CONCLUSIONS	A concise survey will be developed and sent out after the February board meeting to all City League captains. Division reps will be responsible for making sure every captain completes the survey.

DISCUSSION	Alisa reported on a match her team played at Lake Oswego. It was agreed that the singles match would be played thirty minutes before the official start time of a match. There was some confusion about when the roster needed to be filled out.
CONCLUSIONS	The entire roster should be filled out and exchanged prior to the start of the early started match, not just prior to the official start time. The Rules Subcommittee will review this rule in the spring.

VIII. Adjournment

Meeting adjourned at: 12:03pm

Next meeting: February 21, 2019, 10:30am, MAC

Minutes submitted by: Linda Brumder, Recording Secretary

Minutes approved on: February 21, 2019