

**Greater Portland City League Tennis
Board Meeting Minutes
January 16, 2020**

I. Call to Order by Vice President, Kelly Buhlmann at 10:37am at the Multnomah Athletic Club.

**II. Roll Call: Members present – Kelly Buhlmann, Nikki Nadig, Kellie Nielsen, Elaine Sibley (via phone), Kate Hunter, Jian Xu, Alisa Rakoz, Jill Craven, Mary Klinger, Cathy Jones
Absent: Joanne Reardon, Linda Brumder**

III. Approval of Minutes from Last Meeting

Recording Secretary: Nikki Nadig for Linda Brumder

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

IV. Officer Reports:

President: Kelly Buhlmann for Mary Klinger

DISCUSSION	Kelly reported that a subcommittee was formed and met last month to discuss a potential Senior Division. After their discussion, Kelly developed two handouts which were distributed to Board members. The first described the reasons why a Senior Division is being considered, how it might function and a potential timeline for implementation. The second included a list of questions for each board member to discuss with their club manager or tennis director to get their feedback. Board members should submit all information gathered to Kelly by February 1. The following Board members will contact clubs that do not have current board representation: CRRC – Kate Evergreen – Nikki THPRD – Nikki GLN – Alisa MPRC – Kellie Salem - Mary CAC-Elaine
CONCLUSIONS	Board members will gather information and report to Kelly by February 1. Data compiled will be presented at the February Board meeting.
DISCUSSION	New Team Requests – Kelly reported that we still have two teams available for placement in Divisions D and J. She distributed a description of how new team requests could be handled in the future to streamline the process. In summary, when a team becomes available, all clubs will be notified. If a club is interested in the available team and meets the Board’s extensive criteria (i.e., enough players to fill a new team, etc.), eligible clubs will be entered into a lottery with the drawing to take place at a Board meeting.
CONCLUSIONS	Potential Team Distribution rule changes will be discussed at the May meeting.
DISCUSSION	Kelly suggested rescheduling the May 21 st meeting to May 14 th to ensure that Elaine could attend as this is the meeting where the Resolution Coordinator presents potential rule changes.
CONCLUSIONS	The May meeting will be rescheduled to May 14 th .

Treasurer: Nikki Nadig

DISCUSSION	Nikki presented the current Financial Report and explained the payments made to date. A copy of the January bank statement was given to Kelly as per the rules.
CONCLUSIONS	A motion was made, seconded and unanimously passed to approve the financial report.
DISCUSSION	Nikki reported that we have still not received notification from the IRS regarding our tax filings.
CONCLUSIONS	She will follow-up with the accountants.

Website Coordinator: Jian Xu

DISCUSSION	Jian reported that all Fall Season matches have been completed and Mid-Season Registration has started and will run through January 19 th . She is monitoring the website.
CONCLUSIONS	Division reps should contact Jian if any captains have problems adding, deleting or transferring players.
DISCUSSION	Jian reported that there have been 231 substitutions (58 at singles) and 38 defaults (15 at singles) during the Fall season.
CONCLUSIONS	Jian will continue to monitor substitutions and defaults.

Resolution Coordinator: Elaine Sibley

DISCUSSION	Nothing to report.
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Data Retrieval & Storage– Jill Craven

DISCUSSION	Jill reported that the subcommittee is still reviewing the best options for data storage and retrieval, including whether more than one person could upload documents (i.e. all officers).
CONCLUSIONS	Subcommittee will continue working to find a solution.

V. Division Reports

Division A - Kate Hunter

DISCUSSION	Kate received a question from a woman who wanted to join a team.
CONCLUSIONS	This information should be added to the website as it comes up several times each year.

Division D – Cathy Jones

DISCUSSION	A suggestion was made to add a point at D1 to encourage teams to play their best players at that position.
CONCLUSIONS	The Rules Committee will discuss when they review the rules.

Division G – Nikki Nadig

DISCUSSION	A doubles team was frustrated when one of their opponents left the court at 4-4 for a bathroom break.
CONCLUSIONS	Technically this is not a rules violation, but ideally, each player should wait until the changeover or the set break.

Division H – Jill Craven

DISCUSSION	A doubles team left the court at the set break for over five minutes.
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CONCLUSIONS	Captains should remind all players that they are allowed only two minutes between sets.
DISCUSSION	A clarification is needed in the rules regarding when a player is considered late. The rules currently state that the player is not late if they are “in the facility”, but facilities with very tight court times need all players “ready to play”.
CONCLUSIONS	Rules committee will review.

VI. Old Business

DISCUSSION	Kelly commented that we are still getting complaints about lunches provided at matches.
CONCLUSIONS	Board members will continue to take pictures of lunches and the issue will be discussed again at the Brunch in August.

VII. New business

DISCUSSION	Kelly reported four board members (Mary, Jian, Nikki and Linda) finish their terms at the Brunch, which means that Vice President, Treasurer and Recording Secretary positions will be open.
CONCLUSIONS	Board members should consider what positions they might like to have for next year.

VIII. Adjournment

The meeting adjourned at 12:41pm.

Next meeting: Thursday, February 20th, 10:30am at MAC

Minutes submitted by: Nikki Nadig for Linda Brumder, Recording Secretary

Minutes approved on: