

# **Greater Portland City League Tennis Meeting Minutes**

February 16, 2012

## **I. Call to order**

Elaine Sibley called the Greater Portland City League Tennis board meeting to order, at 10:32am on February 16, 2012 at Multnomah Athletic Club.

## **II. Roll call**

Members present: Elaine Sibley, Debbie Johnson, Susan Bozarth, Kelly Buhlmann, Kazzie Young , Antonia Green, Betsy Ouchida, Wendy Weddle, Sue Lucke, Pam Edinger, and Nancy Osborne. Absent: Joan Carnerio

## **III. Approval of minutes from last meeting**

<b>DISCUSSION</b>	Corrections were made to the minutes
<b>CONCLUSIONS</b>	Motion and 2 <sup>nd</sup> to approve corrected January minutes. Minutes approved unanimously.

## **IV. Officer Reports:**

President: Elaine Sibley

<b>DISCUSSION</b>	Question: Have we responded to player requesting downloadable scheduling options.
<b>CONCLUSIONS</b>	Response sent.

Vice President: Sue Lucke

<b>DISCUSSION</b>	March's meeting agenda will include planning for the captain's brunch and committees to be formed. Board members asked to consider specific committee participation. In addition, the Rules & Regs and By-Laws Committees meet in April/May to consider potential changes. Proposed changes are presented at May meeting with final approval at June meeting.
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Treasurer: Kazzie Young

### **Financial Report**

<b>DISCUSSION</b>	Distributed monthly, January/February expense/receipt accounting report for review: Discussion of lack of written information for new officers as guide for position responsibilities.
<b>CONCLUSIONS</b>	Request each current officer create written guide as an information source for future board members accepting officer positions.

Website Coordinator: Debbie Johnson

### **a) Mid-Season Registration**

<b>DISCUSSION</b>	Late registration checks received. Captains informed about issue and impact of late registration. Request this topic be added to the Captains Brunch agenda.
<b>CONCLUSIONS</b>	Late registration concerns added to topics for Captains Brunch agenda.

### **b) Scheduling Update**

<b>DISCUSSION</b>	Tahoe Web Services is interested in working on our scheduling program and they are confident they can provide the scope of work needed. Current website designer has again encouraged us to find an alternative scheduling process if we want more scheduling options, and offered a 50% price reduction if/when we do. Tahoe Web Services requested information on the amount of time currently spent on scheduling and proposed doing the project, the first year, at a price identified by the Board or charge \$25/hour. A comprehensive review by both parties, including tasks and fees to assure a beneficial outcome for all, should be completed. Discussion/Questions: Will league actually get a more enhanced schedule from new vendor?
<b>CONCLUSIONS</b>	Request a more specific time estimate for scheduling process from current website designer. Information to be passed on to potential vendor.

**c) Score Sheet Update**

<b>DISCUSSION</b>	Website designer states score sheet update can be done under budgeted amount.
<b>CONCLUSIONS</b>	None required

Corresponding Secretary: Kelly Buhlman

<b>DISCUSSION</b>	Nothing to report.
<b>CONCLUSIONS</b>	None required

**V. Division Representatives:**

**a) Wendy Weddle**

<b>DISCUSSION</b>	Player member reported names are included on posted Captains minutes from October.
<b>CONCLUSIONS</b>	Website designer contacted to remove all October and November minutes immediately. Once edited and approved, Captains minutes will be replaced on the website.

**VI. Old business**

**a) Archive Old Minutes – Susan Bozarth**

<b>DISCUSSION</b>	All identified documents are being prepared for digitizing, plus those on board members personal computers will be added.
<b>CONCLUSIONS</b>	Work continues on paperwork to be digitized.

**VII. New business**

**a) Hood River/The Dalles Substitution Status – Elaine Sibley**

<b>DISCUSSION</b>	Review of HR & TD substitution process was requested. History of club membership status, changes and current substitution process was explained to board. Discussion/Questions: Currently both clubs have one owner; players with membership in one club may play at either club and be on one of current teams. Is the current sub process for HR & TD different from other teams? What changes would need to be made to bring HR & TD to a substitution process, consistent with all other teams. A motion, with 2 <sup>nd</sup> , for a letter to be written to HR and TD outlining the issues, identifying options, and allowing the teams to identify other solutions was passed unanimously.
<b>CONCLUSIONS</b>	A letter to all HR, TD team captains and co-captains stating issue and providing possible solutions, with the goal of consistency with substitution rules for all teams, will be formulated and sent. Issue to be resolved by May 31, 2012

**b) Adidas/Nike Employee Store Visit – Elaine Sibley**

<b>DISCUSSION</b>	Adidas shopping dates for league are as follows: Divisions A-F dates are February 24-28, 2012 with Divisions G-K dates February 29-March 9, 2012. Nike has still not responded to request.
<b>CONCLUSIONS</b>	Division Reps may wish to resend Adidas invite to captains prior to dates of visit.

**c) Website Coordinator – Elaine Sibley**

<b>DISCUSSION</b>	Would it make sense to have a permanent employed, website coordinator, would our current Website Coordinator consider such a position and if so could she have a proposal for the board at the April meeting.
<b>CONCLUSIONS</b>	Website coordinator will consider potential proposal.

**VIII. Tabled business**

**IX. Adjournment**

**Elaine Sibley** adjourned the meeting at 12:44pm.

Minutes submitted by: Susan Bozarth, Reporting Secretary

Minutes edited by: Elaine Sibley, President

Minutes approved on: March 16, 2012