

**Greater Portland City League Tennis  
Board Meeting Minutes  
March 15, 2018**

**I. Call to order by Patricia McKinnon at 10:33 am at the Multnomah Athletic Club.**

**II. Roll call: Members present– Patricia McKinnon, Penny Birkhofer, Kim Stevens, Marilyn Smith, Jennie Lee, Linda Brumder, Mary Klinger, Sydney Taggart.**

**Members Absent: Barbara Farmer, Nikki Nadig, Jian Xu and Barbara Schmitz.**

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

**Recording Secretary: Jennie Lee**

<b>DISCUSSION</b>	Minutes of February 15, 2018 were reviewed. A motion was made by Kim Stevens to approve the minutes and 2 <sup>nd</sup> made by Marilyn Smith.
<b>CONCLUSIONS</b>	The motion passed and approved minutes will be placed on the CL web site.

**IV. Officer Reports:**

**President:** No Report

**Vice President:** No Report

**Treasurer: Kim Stevens**

<b>DISCUSSION</b>	Payment to website programmer not cleared for two months noted from report.
<b>CONCLUSIONS</b>	Call to payee will be made to follow-up. Treasurers report accepted.
<b>DISCUSSION</b>	Treasurer spread sheet form and program was discussed.
<b>CONCLUSIONS</b>	A review of spread sheet options will be done by Mary Klinger and Kim Stevens.

**Website Coordinator: Marilyn Smith**

<b>DISCUSSION</b>	Snow event in February resulted in 23 matches to be rescheduled.
<b>CONCLUSIONS</b>	All matches have been rescheduled before the deadline for the season. Reminder to follow Rules for rescheduling will be sent to captains.
<b>DISCUSSION</b>	An illegal player problem occurred with Lake Oswego Green G Division. A motion to assess a penalty point for the March 6 <sup>th</sup> match was made by Marilyn Smith and 2 <sup>nd</sup> by Kim Stevens.
<b>CONCLUSIONS</b>	The motion unanimously passed.

**Resolution Coordinator: Patricia McKinnon – No Report**

**V. Division Reports - None**

**VI. Old Business**

**Board Input for Team Wait List Criteria**

<b>DISCUSSION</b>	Board discussed the many aspects to consider regarding Wait List Criteria and information needed to proceed to clarify guidelines.
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<b>CONCLUSIONS</b>	Board Members will gather information from clubs and share ideas for clubs to be considered to be on wait list adding a team. Board members to submit input next week.
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**VII. New Business**

<b>DISCUSSION</b>	Question re: Title “Captains Minutes” on Website rather than “Board Minutes” was noted by Penny Birkhofer.
<b>CONCLUSIONS</b>	The Board agreed to change title on the website to Board Meeting Minutes.

**VIII. Adjournment**

Meeting Adjourned at 12.05 pm

Next meeting: April 19, 2018

Minutes submitted by: Jennie Lee, Reporting Secretary

Minutes approved on: