

**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

DISCUSSION	Minutes of February 15, 2018 were reviewed. A motion was made by Kim Stevens to approve the minutes and 2 nd made by Marilyn Smith.
CONCLUSIONS	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

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

Website Coordinator: Marilyn Smith

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

Resolution Coordinator: Patricia McKinnon – No Report

V. Division Reports - None

VI. Old Business

Board Input for Team Wait List Criteria

DISCUSSION	Board discussed the many aspects to consider regarding Wait List Criteria and information needed to proceed to clarify guidelines.
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CONCLUSIONS	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

DISCUSSION	Question re: Title “Captains Minutes” on Website rather than “Board Minutes” was noted by Penny Birkhofer.
CONCLUSIONS	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: