

**Greater Portland City League Tennis  
Board Meeting Minutes  
March 21, 2019**

- I. **Call to order** by Nikki Nadig at 10:34am at the Multnomah Athletic Club.
- II. **Roll call:** Members present – Nikki Nadig, Mary Klinger, Patricia McKinnon, Jian Xu, Kelly Buhlmann, Jennie Lee, Elaine Sibley, Barb Schmitz, Alisa Rakoz, Cyndee Brockett, Kelley Nielsen, Penny Birkhofer  
Absent: Linda Brumder
- III. **Approval of minutes from last meeting**

**Recording Secretary: Elaine Sibley for Linda Brumder**

<b>DISCUSSION</b>	A motion to approve the February meeting minutes was made, seconded and passed unanimously.
<b>CONCLUSIONS</b>	Minutes will be placed on the website.

IV. **Officer Reports:**

**President: Nikki Nadig**

<b>DISCUSSION</b>	Board nominations: CRRC, Longview, Irvington & MAC are the four facilities next on the board rotation list and will be asked for nominees to represent each facility for a 3-year term. CRRC passed last year and will be placed at the end of the rotation if they pass again. Penny (CAC), CynDee (TH), Jennie (GLN), and Barb (SLM) have terms that expire after the Captains' Brunch in August.
<b>CONCLUSIONS</b>	Nikki will email the clubs next on the rotation list requesting nominees by April 30. If any clubs pass, Columbia Gorge and then MPRC are next in the rotation and will be contacted.
<b>DISCUSSION</b>	Team Commitment Fees for 2019/2020 are due, must be postmarked by May 1.
<b>CONCLUSIONS</b>	Nikki will send an email with the form to all Division reps for distribution to captains.

**Vice President: Mary Klinger**

<b>DISCUSSION</b>	Mary is still open to suggestions for Brunch themes and team prizes.
<b>CONCLUSIONS</b>	Cost information on team prizes will be presented at a future meeting.

**Treasurer: Penny Birkhofer**

<b>DISCUSSION</b>	Penny reported that she received a phishing email sent to the Treasurer's email address.
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<b>CONCLUSIONS</b>	After investigating, she determined that no data had been compromised.
<b>DISCUSSION</b>	Treasurer's report was distributed. Higher than expected catering costs were discussed.
<b>CONCLUSIONS</b>	Motion to approve Treasurers report was made and seconded. Motion passed unanimously

Website Coordinator: **Jian Xu**

<b>DISCUSSION</b>	Updated default and substitution numbers: Defaults: total - 46; singles - 27; D5 - 15; D4 - 1; D3 - 1; D2 - 1; D1 - 1. Substitutions: total 493; singles - 102. Player additions before March 28 deadline: 17.
<b>CONCLUSIONS</b>	Jian will continue to monitor.
<b>DISCUSSION</b>	Twelve matches were rescheduled due to snow cancelations. All but one has been finalized.
<b>DISCUSSION</b>	Jian reported that she discovered a problem with the sub list on the website. The Sub Report list is accurate, but when captains enter scores for subs the drop down may not accurately state the number of times a sub has played. There is also a problem notifying players who sub for lowest level teams (we do not have their email addresses as they are not on teams themselves) of the number of times they have already subbed so that they do not go over the maximum of 7 matches.
<b>CONCLUSION</b>	Jian is working with Olga to correct the sub list issues and will reset it after mid-season registration. She will continue to monitor the number of times each player has subbed and notify players.

Resolution Coordinator: **Kelly Buhlmann**

<b>DISCUSSION</b>	No issues this month. Kelly asked board members to review Rules & Regs for potential changes to current language.
<b>CONCLUSIONS</b>	Board members please review Rules & Regs

**V. Division Reports**

**Division – A Jennie Lee**

<b>DISCUSSION</b>	Jennie reported there were some issues with rescheduling matches.
<b>CONCLUSIONS</b>	All reschedules finalized.

**Division – C Elaine Sibley**

<b>DISCUSSION</b>	Two matches cancelled due to snow.
<b>CONCLUSIONS</b>	All reschedules completed

**Division – E Alisa Rakoz**

<b>DISCUSSION</b>	A captain used an incorrect name when recording a score, but problem resolved.
<b>CONCLUSIONS</b>	Captains should be reminded to double check names and spellings, especially for subs.

**Division – H Mary Klinger**

<b>DISCUSSION</b>	Mary reported that snow reschedules finalized. There was also an issue of a miscommunication between home and visiting captains regarding the number of courts available at the start of one match.
<b>CONCLUSIONS</b>	Remind captains to be specific if number of courts available is different than what is stated in the Rules & Regs.

**Division – I – CynDee Brockett**

<b>DISCUSSION</b>	Snow cancellations.
<b>CONCLUSIONS</b>	All reschedules completed

**VI. Old Business**

<b>DISCUSSION</b>	Singles Survey is organized and almost ready to send in mid-April, pending final review of questions. Survey will be sent to captains only. Goal is 100% response rate.
<b>CONCLUSIONS</b>	Survey questions reviewed and finalized and ready for distribution to captains. Division Reps will send out and forward responses to Patricia who will compile the data.

**VII. New business**

<b>DISCUSSION</b>	Kelly B met with group proposing a senior division within City League which could potentially meet the needs of many of our senior players. Proposal included giving facilities the option of exchanging one of their teams for a senior team. Teams would play other senior teams within a Senior Division. Many questions still need to be addressed to determine if this is a viable proposal, and the board discussed whether currently available ways for seniors to play (Oregon Senior Women’s Tennis League and USTA 65+ ) might already meet the needs of this group.
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<b>CONCLUSIONS</b>	Kelly will meet with group and follow up on board questions. Board may explore sub-committee after Kelly reports back.
<b>DISCUSSION</b>	2019/2020 Schedule: Copies of schedule will be sent to all division reps. Motion to approve (pending Debbie's approval) made and seconded.
<b>CONCLUSIONS</b>	2019/2020 schedule approved unanimously.

**VIII. Adjournment**

Meeting adjourned at: 12:15pm

Next meeting: Thursday, April 18, 2019, 10:30am, MAC

Minutes submitted by: Elaine Sibley, Temporary Recording Secretary

Minutes approved on: April 18, 2019