

**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

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

IV. **Officer Reports:**

President: Nikki Nadig

DISCUSSION	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.
CONCLUSIONS	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.
DISCUSSION	Team Commitment Fees for 2019/2020 are due, must be postmarked by May 1.
CONCLUSIONS	Nikki will send an email with the form to all Division reps for distribution to captains.

Vice President: Mary Klinger

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

Treasurer: Penny Birkhofer

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

Website Coordinator: **Jian Xu**

DISCUSSION	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.
CONCLUSIONS	Jian will continue to monitor.
DISCUSSION	Twelve matches were rescheduled due to snow cancelations. All but one has been finalized.
DISCUSSION	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.
CONCLUSION	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**

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

V. **Division Reports**

Division – A Jennie Lee

DISCUSSION	Jennie reported there were some issues with rescheduling matches.
CONCLUSIONS	All reschedules finalized.

Division – C Elaine Sibley

DISCUSSION	Two matches cancelled due to snow.
CONCLUSIONS	All reschedules completed

Division – E Alisa Rakoz

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

Division – H Mary Klinger

DISCUSSION	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.
CONCLUSIONS	Remind captains to be specific if number of courts available is different than what is stated in the Rules & Regs.

Division – I – CynDee Brockett

DISCUSSION	Snow cancellations.
CONCLUSIONS	All reschedules completed

VI. Old Business

DISCUSSION	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.
CONCLUSIONS	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

DISCUSSION	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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CONCLUSIONS	Kelly will meet with group and follow up on board questions. Board may explore sub-committee after Kelly reports back.
DISCUSSION	2019/2020 Schedule: Copies of schedule will be sent to all division reps. Motion to approve (pending Debbie's approval) made and seconded.
CONCLUSIONS	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