

Greater Portland City League Tennis Captains Meeting Minutes

April 19, 2012

I. Call to order

Elaine Sibley called the Greater Portland City League Tennis Association board meeting to order at 10:39am on April 19, 2012 at Multnomah Athletic Club.

II. Roll call

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

III. Approval of minutes from last meeting

DISCUSSION	Corrections were made to the minutes.
CONCLUSIONS	Motion with 2 nd to approve the March 2012 minutes as corrected. Minutes approved unanimously.

IV. Officer Reports:

President: Elaine Sibley

DISCUSSION	Sierra Wright from The Dalles will replace Pam Edinger for the 2 years of Pam's unexpired term and will attend the June meeting. VTC, MPRC, PTC and THRPD are being contacted to identify potential board members to replace the 4 outgoing board members.
CONCLUSIONS	Clubs without current board representatives are being contacted for new board member recommendations.

Vice President: Sue Lucke **Captains Brunch**

DISCUSSION	Assignments: Players stores management will be contacted for gift certificates. One case of balls will be purchased, divided and given as door prizes. Board member provided consensus for the division winner team gifts. Bag tags are still being investigated.
CONCLUSIONS	Brunch assignments confirmed. Susan will donate cellophane for baskets.

Treasurer: Kazzie Young **Financial Report**

DISCUSSION	Adjusted financial report reflecting March 2012 board lunch was distributed. Discussion of potential Treasurer for next year from current board members with knowledge based which may be helpful in assuming the role.
CONCLUSIONS	Wendy Weddle agreed to assume the office of Treasurer for 2012 – 2013.

Website Coordinator: Debbie Johnson

DISCUSSION	After further discussion, Olga estimated the actual schedule preparation time was about 40 hours. In addition there is still support work she will need to provide, therefore our cost will be reduced by 25%, not the 50% she originally quoted. Tahoe Web Services has been contracted to provide scheduling services next year. One potential website enhancement could be a "holding table" for teams registering players at midseason, prior to receipt of registration fee. A reminder needs to be sent to team captains stating commitment fees are due May 31st.
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CONCLUSIONS	Letter to be distributed reminding teams of commitment fee due date.
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Corresponding Secretary: Kelly Buhlman

a) I Division: CGM vs. Hood River (illegal substitution)

DISCUSSION	Formal complaint and response was distributed via e-mail prior to the meeting regarding match played on 3/6/2012. After discussion regarding the illegal substitution and problems with official score sheet needing correction, a motion was made with 2 nd , to assess HR I Team one (1) penalty point for using an illegal substitute. Motion passed unanimously.
CONCLUSIONS	Debbie to assess HR I Team one penalty point and adjust official score sheet to reflect corrections.

b) ERC vs. MPRC (Rule violation and Un-sportsmanlike conduct)

DISCUSSION	Board member, as a party in the complaint, was excused from the discussion. The formal complaint and responses were distributed via e-mail prior to the meeting regarding a match played on 2/7/2012. Discussion included: potential rules violation and if behaviors cited were outside the vaguely defined boundaries of good sportsmanship. Much discussion ensued on individual interpretation related to unsportsmanlike behavior and the need to identify examples as a guide. While all parties involved could have made better choices on a number of points, no clear evidence of rule violation was found nor did any clearly identified behaviors fall outside the boundaries of robust team support. It was moved and 2 nd no penalty points be assessed and no further action will be taken. Motion passed unanimously.
CONCLUSIONS	No action to be taken.

V. Division Representatives:

DISCUSSION	No specific division issues
CONCLUSIONS	None required

VI. Old business

a) Archive Old Minutes – Susan Bozarth

DISCUSSION	All required paperwork has currently been collected.
CONCLUSIONS	Work with selected company will begin to have all requested paperwork digitized.

b) Salem

DISCUSSION	Update from Salem co-captain on progress of finding a club for home matches. Current options are GLN, CRRC and PAC clubs, who have agreed to allow month-to-month rentals.
CONCLUSIONS	Salem to provide board with final decision by July 15, 2012.

c) Nike Employee Store Visit – Elaine Sibley

DISCUSSION	Discussion on lack of contact at Nike for Employee Store visit. Board member with a contact will pursue potential Nike store visit.
CONCLUSIONS	Alternate board member contact will be explored to provide a Nike store visit.

d) Hood River/The Dalles Substitution Status – Elaine Sibley

DISCUSSION	Executive Board Members met with Hood River and The Dalles captains and co-captains on April 5 th to discuss current and future club status and implementation of substitution rules based on that status. The HR/TD group has asked for additional time to resolve some internal issues and come to a unanimously supported decision. A final decision will be made prior to the May board meeting.
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CONCLUSIONS	Spokesperson of the group, will communicate a final decision prior to the May board meeting.
e) PAST&E– Debbie Johnson	
DISCUSSION	Portland After School Tennis and Education discussion of purpose and potential request of City League for support. When/if requested, board agreed to pass on information, as we did last year.
CONCLUSIONS	Action will be taken upon request from PAST& E.
f) Rules & Regulations Committee– Sue Lucke	
DISCUSSION	Process for review of Rules and Regs identified with discussion of potential meeting date, time and place.
CONCLUSIONS	Volunteers identified, however date of meeting may be issue for all to attend. Committee to meet May 4 th at 10:30. Location TBD.
g) Liability Insurance – Susan Bozarth	
DISCUSSION	Insurance information to protect board members was distributed.
CONCLUSIONS	Due to length of meeting, topic tabled to May 2012 meeting.

VII. New business

a) Complaint Process- Kelly Buhlman

DISCUSSION	Corresponding Secretary expressed concern over the lack of a formal written process for receiving and investigating formal complaints. A potential process with form, to be completed by the captain/players, prior to submitting a formal complaint was presented, including examples of unsportsmanlike conduct/behavior. The board requested a formal proposal be sent out prior to the May meeting. Board members were requested to identify their own examples of unsportsmanlike behavior as part of the discussion.
CONCLUSIONS	Discussion tabled to May 2012 meeting. Proposed formal complaint process and form(s) will be sent to board members prior to May meeting. Board members requested to identify examples of unsportsmanlike conduct/behaviors for discussion.

VIII. Tabled business

a) Liability Insurance

b) Proposed formal complaint process and forms.

IX. Adjournment

Elaine Sibley adjourned the meeting at 1:30pm.

Next meeting: May 17, 2012, 10:30 AM

Minutes submitted by: Susan Bozarth, Reporting Secretary

Minutes edited by: Elaine Sibley, President

Amended Minutes approved on: May 17, 2012