

**Greater Portland City League Tennis  
Board Meeting Minutes  
May 17, 2018**

- I. **Call to order** by Barbara Farmer at 10:34 am at Multnomah Athletic Club.
- II. **Roll call:** Members present – Barbara Farmer, Patricia McKinnon, Kim Stevens, Mary Klinger, Nikki Nadig, Jian Xu, Linda Brumder, Penny Birkhofer, Sydney Taggart, Marilyn Smith, Barbara Schmitz, and Jennie Lee
- III. **Approval of minutes from April meeting**

Recording Secretary: Jennie Lee

<b>DISCUSSION</b>	Revisions were made to the minutes. Motion to approve the revised minutes made by Mary Klinger and 2 <sup>nd</sup> by Marilyn Smith.
<b>CONCLUSIONS</b>	The motion passed and corrections will be made and minutes will be put on web site.

IV. **Officer Reports:**

**President – Barbara Farmer**

<b>DISCUSSION</b>	Reminder change in date and time of June Board meeting.
<b>CONCLUSIONS</b>	The June Board meeting has been moved to June 14 at 9:30 am to accommodate extra business.
<b>DISCUSSION</b>	New Board Reps are: CGM – Alisa Rakoz; PAC- Elaine Sibley; West Hills – Kelley Nielsen; Lake Oswego – Kelly Buhlmann. Motion to confirm new reps for 2018-2019 was made by Sydney Taggart and 2 <sup>nd</sup> by Nikki Nadig.
<b>CONCLUSIONS</b>	Motion passed. President will contact facility and new reps. New Board members will be invited to attend the June Board meeting to be introduced and get a preview of Board functions.
<b>DISCUSSION</b>	Officer positions discussed. Some Board positions are designated for next year. Some openings exist.
<b>CONCLUSIONS</b>	President will continue to discuss with members to fill remaining positions.

**Vice President: Nikki Nadig**

<b>DISCUSSION</b>	Brunch update discussed. Theme focuses on friendship, sportsmanship and fellowship. Need winning Division banners returned to pass on to this season’s winners. A Q and A for new captains prior to brunch will be held.
<b>CONCLUSIONS</b>	A Save the Date Invitation will be emailed to captains.

**Treasurer: Kim Stevens**

<b>DISCUSSION</b>	Team Commitment Fees for 2018-2019. Forms to identify teams not consistently completed.
<b>CONCLUSIONS</b>	Commitment fees from all clubs have been received. Emphasis on completion of forms will be addressed in the future.
<b>DISCUSSION</b>	New Monthly Treasurer’s Report
<b>CONCLUSIONS</b>	Reporting format working well to clarify expenditures and balance.
<b>DISCUSSION</b>	Proposed 2018-2019 Budget discussed and revisions made to balance budget for year, including an increase of registration fee from \$110 per team to \$120. Marilyn Smith moved to accept 2018-2019 Budget and 2 <sup>nd</sup> by Nikki Nadig.
<b>CONCLUSIONS</b>	Motion passed unanimously to accept Proposed Budget for 2018-2019.

**Resolution Coordinator: Patricia McKinnon**

<b>DISCUSSION</b>	Request to have sub positions allowed only for D4 and D5 positions.
<b>CONCLUSIONS</b>	Barb Farmer will reply advising that we are unable to support this request.
<b>DISCUSSION</b>	CAC vs. MAC – I Division match, May 1, 2018. Review of Illegal Player complaint. Kim Stevens moved that an illegal sub was used and a penalty be assessed. 2 <sup>nd</sup> by Nikki Nadig.
<b>CONCLUSIONS</b>	Motion passed. Board ruled player was an illegal sub, match will be scored as a default and 1 penalty point assessed.
<b>DISCUSSION</b>	CGM vs. MP Blue – A Division match, April 18, 2018. Review via email of Illegal Player complaint at D4 CGM. Email motion made by Marilyn Smith and 2 <sup>nd</sup> by Nikki Nadig that CGM defaults due to use of an illegal player, making the score 6-0, 6-0 in favor of Mt. Park Blue and CGM also to be penalized 1 point for the illegal player.
<b>CONCLUSIONS</b>	Motion passed with one abstention. Board ruled that player was an illegal sub, match will be scored as a default and 1 penalty point assessed.
<b>DISCUSSION</b>	LO-Green vs. West Hills – G Division match, April 24. Review of Illegal Player complaint. Motion by Nikki Nadig that no action to be taken and 2 <sup>nd</sup> by Jian Xu.
<b>CONCLUSIONS</b>	Motion passed with one dissension. Board ruled no violation, match will record as played.
<b>DISCUSSION</b>	Request for clarification of requirement to confirm subs on score sheet.
<b>CONCLUSIONS</b>	Rules will be revised to correct instructions to avoid clerical errors.
<b>DISCUSSION</b>	Penny raised concern about last match of season played by teams from same club and division, that could impact team final point outcome. Due to difficulty for scheduler this may occur.
<b>CONCLUSIONS</b>	Board recommended that captains check end of season matches early in season and reschedule if this situation occurs for a club.

**Website Coordinator: Marilyn Smith**

<b>DISCUSSION</b>	Request from Columbia Gorge teams to have earlier starts times (11:00 am) due to travel & traffic.
<b>CONCLUSIONS</b>	Marilyn will draft letter to clubs to inquire of possibility to start matches 11:00 – 11:30.

**V. Division Reports**

**Division D – Barb Schmitz**

<b>DISCUSSION</b>	Barb brought up the ongoing issues of first and last names not on score sheets and late arrivals. Inconsistent and subjective issues discussed.
<b>CONCLUSIONS</b>	Division Reps will discuss at Captains Brunch tables.

**VI. Old Business - None**

**VII. New Business**

**2018 Review of Rules and Regulations; FAQs; and By-Law Documents**

<b>DISCUSSION</b>	The Board reviewed the first drafts of revisions to the Bylaws, FAQs, and Regulations for the 2018-19 season. Several corrections and suggestions were made, which will be incorporated into the final revision.
<b>CONCLUSIONS</b>	The Board will vote on the final revisions of all 3 documents at the June 14 meeting.

**II. Adjournment**

Meeting adjourned at 1:21 pm

Next meeting: June 14, 2018 at 9:30 am

Minutes submitted by: Jennie Lee, Recording Secretary

Minutes approved on: June 14, 2018