

Minutes
Greater Portland City League Tennis, Board of Directors Meeting
May 20, 2021 (10:00am), ZOOM

Call to Order

President Kelly Buhlmann, Greater Portland City League Tennis Association, called the Board Meeting to order at 10:10am, May 20, 2021.

Roll Call

Members Present: Kelly Buhlmann, Joanne Reardon, Elaine Sibley, Kate Hunter, Penny Birkhofer, Kelly Nielsen, Ellen Mulherin, Alisa Rakoz, Patricia McKinnon, and Jill Craven. Joy Kolesnikoff joined the meeting late.

Absent: Patty Morrison

Jill reported that Jeanette Thomas will be taking her place on the board as the representative for MAC starting in June 2021.

Approval of Minutes

Motion to approve minutes for the April 15th, 2021 meeting was made by Kate Hunter, Seconded by Ellen Mulherin. Board members unanimously voted to approve minutes.

Officers Reports

President, Kelly Buhlmann

Discussion: Masks: Kelly asked for input on Tennis Clubs' rules on masking.

Conclusion: Currently, mixed responses from clubs. We will continue to be in contact with clubs as we get closer to the season starting.

Discussion: Lake Oswego Tennis Club (LOTC) sent a request for permission to hold their home matches at a facility other than LOTC during the potentially year-long facility remodel.

Conclusion: Permission will be given to LOTC to hold their matches at any facility as long as it is within the established 20-mile radius of OMSI.

Discussion: Stafford Hills sent a written request asking to trade one of their D teams for a B team.

Conclusion: Stafford Hills will be informed that we will not be offering a B team at this time and they should refer to the Rules & Regulations, page 14, Requesting New Teams for the procedures of assigning new teams.

Discussion: Northern Oregon Tennis Facilities Association (NOTFA) sent a list of suggestions to help with City League 2021-2022 season.

Conclusion: City League will not be making any decisions regarding Covid rule changes until after the close of registration. We are waiting for more information regarding team numbers. Throughout the 2020-2021 cancelled season, the board has been discussing Covid safety as a priority. All suggestions sent by NOTFA have been discussed by the board as options over the

last few months. An addendum to the rules with changes associated with Covid and potential low numbers will be considered for the 2021-2022 season.

Discussion: The registration period for the 2021-2022 season is July 1-22. We anticipate potentially low numbers due to Covid. We discussed the strategy of allowing an unlimited number of players to be added during the Player Addition Period (through October 28). We have many “tools” to aid teams with low numbers but few options if the number of teams in a Division drop. Other strategies discussed were reformatting and substitute/default changes. A decision regarding lunches will take place at a future meeting.

Conclusion: Kelly requested Division Reps reach out to their captains and urge them to register their teams even if they have low numbers. A registration timeline will be developed and dispersed to all board members.

Vice President, Joanne Reardon

Discussion: The Captain’s Zoom meeting will require correct contact information for all captains. Jo suggested breaking out into smaller Division groups or “break-out rooms”. Jo is working to put together an agenda for the brunch. She requires a committee to help with the work load.

Conclusion: Jo will look into the logistics of coordinating break-out rooms on Zoom. If feasible, we will have the ability to separate into smaller Division groups to make the experience more personalized. A Zoom Meeting committee was formed including Alisa and Elaine. Elaine has past brunch agendas to share with Jo.

Recording Secretary: No report

Website Coordinator, Kate Hunter

Discussion: The “How to Join” button and page are ready to be launched. Olga will add to the website under the Contact Us tab. In addition to a couple paragraphs about how to join, the Driving Directions were moved to this page and a map is now included. Driving directions to the Salem and St Johns clubs have been removed.

Discussion: Some new captains do not have the ability to contact old captain for password once registration starts.

Conclusion: Kate Hunter has access to captain’s passwords and can assist new captains.

Treasurer, Joy Kolesnikoff

Discussion: Joy has had issues accessing the City League account at the bank. She physically had to go to the bank to update bank access documents. The bank statement was reviewed by Joy and sent to Kelly this morning but she has not reviewed it yet.

Conclusion: It is important to have an updated budget / financial report at every regularly scheduled board meeting so that all transactions can be reviewed by the board.

Resolution Coordinator, Elaine Sibley

On 5/19/20 Elaine sent an email to board members about a proposed rule change and options for how to apply it to the 2021-2022 season only.

Discussion: Elaine suggested that for the Fall and Spring, 2021/2022 City League season only, we allow an unlimited number of players to be added to a team during the player addition period. The above proposal was discussed. Currently, captains may add up to 3 players after Open Registration closes.

Motion: For the Fall and Spring, 2021/2022 City League season only, an unlimited number of players may be added during the player addition period after Open Registration closes.

Conclusion: Motion to approve proposed by Elaine Sibley, seconded by Kelley Nielsen. The motion was approved unanimously.

Options for Implementation:

1. Official Rule change; added to current rules, limited time duration. Presented as rule addition, needs motion, needs board approval. Published with any other Rules & Regs changes for 2021/2022 year.
2. Limited Time exception; presented as motion, needs board approval, sent to all captains with other instructions for 2021/2022 season. Unlimited player additions, during 2021/2022 Fall and Spring, Player Addition Periods.

Discussion: The two options above were discussed and the decision was made to table the discussion and address it at another meeting when we have determined all the rule changes for the 2021-2022 season.

New Business

Discussion: Kelly has formed a new scheduling sub-committee and assigned Kate Hunter and Patricia McKinnon to that committee. The current scheduler, Debbie Johnson, has let us know that this is likely the last year she will be creating the match schedule for City League. Kate and Patricia will look into options for programs or individuals to prepare the match schedule.

Old Business

Tax and Non-Profit Status - Penny Birkhofer

Discussion: The accounting firm has started working on City League non-profit status but needed to pause until after tax season was completed. Penny suggested hiring a long-term treasurer for consistency and continuity. Penny also thought a permanent PO Box address for City League would help with the ongoing issues of taxes and registration fee submissions caused by the changing address when a new treasurer is elected. Penny will be added to the Power of Attorney and noted that there may be a bill or penalty for past taxes. Taxes and non-profit status should be completed by September 2021.

Division Reports

No Division reports.

Adjournment Time 11:40 AM

Next Meeting: June 10, 2021, 10:30am, Location TBA