

# **Greater Portland City League Tennis Meeting Minutes**

June 25, 2015

**I. Call to order**

Patricia McKinnon called the Greater Portland City League Tennis Association board meeting to order at 9:33am on June 25, 2015 at Multnomah Athletic Club.

**II. Roll call**

Members present: Patricia McKinnon, Susan Bozarth, Donna Walker, Nikki Nadig, Lorelee Campbell, Joni Hinton, Karey Welling, Sherri Moore, Melissa Light, Elaine Sibley, Maggie Creps, and Ann Cassin

**III. Approval of minutes from last meeting**

Recording Secretary: Nikki Nadig

<b>DISCUSSION</b>	A motion was made by Ann, seconded by Susan and passed unanimously to approve the May meeting minutes.
<b>CONCLUSIONS</b>	May captains' minutes to be posted to website.

**IV. Officer Reports:**

President: Patricia McKinnon

**Incoming Board Members**

<b>DISCUSSION</b>	Before the meeting Patricia had emailed the names of the women nominated by their clubs to be board representatives for three year terms: Marilyn Smith, Hood River; Kim Stevens, Multnomah Athletic Club; Barb Farmer, Irvington. Barb Streeter has been nominated by Lake Oswego Tennis Center to complete Sherri Moore's term (two years), and Dana Hennelly has been nominated by Stafford Hills to complete Maggie Creps term (one year). Elaine moved and Susan seconded to accept the women nominated by their clubs to join the board for their designated terms. Motion passed unanimously.
<b>CONCLUSIONS</b>	New board members to start after the Captains' Brunch.

**Cascade Athletic Club**

<b>DISCUSSION</b>	Patricia reported that Cascade is also eligible to nominate a new board member, but after repeated attempts to reach the Tennis Director, she has not received a response. After discussion a motion was made by Karey and seconded by Sherri to give Cascade a one year deferment. The motion passed 9-2. They will be placed at the bottom of the rotation if they choose not to nominate a representative next year. Mt. Park is next in the rotation and will be notified that they are now eligible to nominate a board representative.
<b>CONCLUSIONS</b>	Patricia will inform Cascade and Mt. Park of the board's decision.

Resolution Coordinator: Susan Bozarth

**Proposed Revisions to Bylaws, Rules and Regulations and FAQs**

<b>DISCUSSION</b>	Incoming board members joined the meeting as guests: Barb Streeter, Kim Stevens, Marilyn Smith, Barb Farmer. Susan explained the process to make changes to the Rules and Regulations, the Bylaws and the FAQs to incoming board members who joined the meeting. Each proposed change is discussed and a vote taken if a motion is made and seconded.
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**Rules and Regulations:**

**Formatting: Remove date on bottom of page.** Susan moved and Donna seconded to leave the date in. Motion passed unanimously.

**Proposal to add list of revisions and dates approved to last page.** Elaine moved and Maggie seconded to add the dates of all revisions to the last page of the Rules and Regulations (as done in the Bylaws). Karey amended the motion to delete the date on all pages as it will no longer be necessary. Donna seconded. Amended motion passed unanimously.

**Table of Contents. Add “Board Rotation, Page 10”.** Joni moved, Sherri seconded, motion passed unanimously.

**Page 2, Legal Player, 7.g) add “NTRP 5.0 and above rated player on a Division A or B team only.** Lorelee suggested amending the wording to include 4.5 rated players. After discussion, Lorelee moved to add NTRP 4.5 rated players. Susan seconded. Amendment failed to pass on a vote of 5-6. Donna moved to adopt the proposal as written. Joni seconded. Patricia encouraged approval as there were so many complaints about the E division and we promised to address the problem. The issue may need to be readdressed next year, but at least this is a start to encourage pros and facility directors to place players at the appropriate level. Motion passed on a vote of 10-1.

**Page 3, Description of the League, 4, (second sentence), replace “is encouraged to” with “must”.** Karey moved to approve the change, Ann seconded, and motion passed unanimously.

**CONCLUSIONS**

**Page 4, Roster and Team Fees, 7, remove “Mid-season registration dates will be announced during the Fall Season.”** Elaine moved to approve the change, Donna seconded and motion passed unanimously.

**Page 4, Order of Play, 4, replace “is to contact” with “must contact”.** Joni moved to change the wording, Karey seconded and motion passed unanimously.

**Page 4, Order of Play, 4, add “and visiting captain must confirm”.** Karey moved to approve the wording, Donna seconded and motion passed unanimously.

**Page 4, Sportsmanship and Disputes, 2, add ....and/or “when the GPCL does not have a formal ruling the use of the USTA” handbook....** Susan moved and Donna seconded to add the wording, and motion passed unanimously.

**Page 5, Sportsmanship and Disputes, 7, replace “Officer” with “Coordinator”.** Susan moved and Elaine seconded to approve the proposed change, and the motion passed unanimously.

**Page 5, Sportsmanship and Disputes, 7, replace “talking” with “contacting all”.** Ann moved to accept the proposed change and Donna seconded. Motion passed unanimously.

**Page 5, Match Lineups 2, add “a NTRP 5.0 and above are the exception to the preceding rule. They play only in the A or B Division.”** Susan moved to add the wording and Donna seconded. Motion approved 10-1.

**Page 6, Match Lineups, 5, replace “Officer” with “Coordinator”.** Susan moved, Donna seconded and motion passed unanimously.

**Page 6, Match Lineups, 5, second paragraph.** Elaine moved and Joni seconded to make this paragraph stand alone as item 6 for more emphasis. Motion passed unanimously.

**Page 7, Rescheduling of Matches, add “4. Please reference the FAQ document for more assistance.”** Ann moved to accept the addition, Karey seconded and motion passed unanimously.

**Page 8, Defaults, 4, add “Court usage requires Captains must attempt to have a second round team ready to play when a default has been notified prior to match day.”** Elaine moved to make this statement its own paragraph as item 5 (and to adjust the numbering of the following paragraphs), and to accept the wording as written. Susan seconded and the motion passed unanimously.

**Page 9, Defaults, remove 7.** Elaine moved and Joni seconded. Motion passed unanimously.

**Page 9, Substitutions, 1, add “...or is not a NTRP rated 5.0 player below Division B.”** Susan moved to add the language, Sherri seconded and the motion passed on a vote of 10-1.

**Page 9, Substitutions, 3, add “Use of a sub when a roster player is available may result in penalty points assessed. Available doubles players are not required to play in the singles position.”** Susan moved and Karey seconded the motion to add the above statement. Motion passed unanimously.

**Page 10, Court Times, 1, “home facilities” after “Effective 9/1/2012”, will be capitalized.** Elaine moved, Sherri seconded and motion was approved.

## CONCLUSIONS

**Page 10, New Team Requests, 2, add ...”when available.”** Elaine moved to add the language, Karey seconded and motion passed unanimously.

**Page 10, add “Board Rotation. 1. Facilities will be notified of Board Member eligibility no later than April 1. GPCL must receive their nomination no later than April 30 or the next facility in the rotation will be offered the position until a candidate is confirmed.”** Joni moved and Elaine seconded to approve the suggested language. Motion passed unanimously.

**Page 10, Board Rotation, add “2. If a response is not received from a facility by the April 30 deadline, the facility will be placed at the bottom of the rotation for Board Member eligibility.”** Susan moved and Donna seconded to accept the suggested language. Motion passed unanimously.

**Page 10 Board Rotation, add “3. Facilities that do not have a suitable candidate to nominate for a Board term may request a one-time postponement for one year.”** Susan moved and Joni seconded to approve the suggested language. Motion carried unanimously.

### Bylaws:

**Page 5, Article VII: Powers of the Board, add “7. GPCL contact information will not be distributed without board approval.”** Elaine moved and Sherri seconded to accept the addition. Motion passed unanimously.

### FAQs:

**Page 9, How do I file a formal complaint? add “Only captains and co-captains file formal complaints.”** Susan moved and Ann seconded to approve the language. Motion passed unanimously.

<b>CONCLUSIONS</b>	<b>Page 9, How do I file a formal complaint? Replace “Formal Complaint” with “Documents/Forms?”</b> Elaine moved and Susan seconded the motion which passed unanimously.
	<b>Page 9, How do I file a formal complaint? Replace: “This link will direct you to a document which describes in detail how to file a formal complaint.” with “This tab will direct you to the Formal Complaint link and within this link how to file a formal complaint”.</b> Elaine moved and Joni seconded to accept the replacement language. Motion approved unanimously.

**Treasurer’s Report:** Karey Welling

<b>DISCUSSION</b>	Karey gave an updated financial report, and presented year-to-date spending as well as a proposed budget for next year. After discussion of projected expenses for the current year, it was decided to change budgeted amounts in Website Registration, Website Enhancement and Website Scheduling to \$500 each. Budgeted amount for Captain’s Brunch will be increased to \$5000. Susan moved and Sherri seconded to accept the budget with the changes noted above. Motion approved unanimously.
<b>CONCLUSIONS</b>	2015-2016 Budget approved.

**Website Coordinator:** Ann Cassin  
**Team Registration**

<b>DISCUSSION</b>	Ann reported that registration will be open July 1 -24. She will write an email for division reps to forward to team captains reminding them of registration dates and a few key points, including the need for teams to be prepared to list a captain and a co-captain, as well as the treasurer’s address for sending in the team registration fee. Ann also reported that the new season calendar will be posted to the website on July 1.
<b>CONCLUSIONS</b>	Ann will write an email to team captains to be forwarded by division reps. New season calendar posted to website on July 1.

**Vice President:** Donna Walker  
**Captain’s Brunch**

<b>DISCUSSION</b>	Donna reviewed the plans for the Captain’s Brunch, including the theme, prizes, duties of board members.
<b>CONCLUSIONS</b>	Plans for the Brunch ongoing.

**V. New Business**

**President:** Patricia McKinnon  
**Division Assignment**

<b>DISCUSSION</b>	Division assignments were discussed and assigned.
<b>CONCLUSIONS</b>	Following assignments were made: Kim Stevens – B Barb Farmer – C Mt. Park member to be named – E Dana Hennelly – I Barb Streeter - J Marilyn Smith - K

**Election of 2015-2016 Officers**

<b>DISCUSSION</b>	Patricia presented the slate of officers for the 2015-2016 season: President: Donna Walker Vice President: Joni Hinton Resolution Coordinator: Elaine Sibley Treasurer: Karey Welling Secretary: Barb Streeter Website Coordinator: Marilyn Smith Susan moved and Joni seconded to accept the slate of officers as presented. Motion passed unanimously.
<b>CONCLUSIONS</b>	Officers elected for next season.

**VI. Addendum**

**Board Member**

<b>DISCUSSION</b>	Patricia McKinnon was nominated to act as the Mt.Park representative for the 2015-16 year.
<b>CONCLUSIONS</b>	Email vote was unanimous. Patricia has been elected to serve.

**Revision of Bylaw Article III**

<b>DISCUSSION</b>	By Law Article III - Season of Play- “the first week in September after Labor Day” was amended by deleting “after Labor Day”.
<b>CONCLUSIONS</b>	Email vote was unanimous.

**VII. Adjournment**

Patricia McKinnon adjourned the meeting at 12:30 p.m.

Next meeting: September 17, 2015, 10:30 AM

Minutes submitted by: Nikki Nadig, Reporting Secretary

Minutes approved on: September 17, 2015