

**Greater Portland City League Tennis
Board Meeting Minutes
June 13, 2019**

I. Call to order by Nikki Nadig at 9:41am at the Multnomah Athletic Club.

II. Roll call: Members present – Nikki Nadig, Mary Klinger, Penny Birkhofer, Kelly Buhlmann, Jian Xu, Jennie Lee, Linda Brumder, Elaine Sibley, Alisa Rakoz, Kelley Nielsen, Patricia McKinnon, Cathy Jones, Kate Hunter

Absent: Barb Schmitz, Cyndee Brockett, Joanne Reardon, Jill Craven

III. Approval of minutes from last meeting

Recording Secretary: Linda Brumder

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

IV. Officer Reports:

President: Nikki Nadig

DISCUSSION	The four nominees for a three-year term on the board are Jill Craven (MAC), Kate Hunter (IRV), Cathy Jones (LONG) and Joanne Reardon (CG).
CONCLUSIONS	There was a motion to approve the nominees, seconded and passed unanimously.
DISCUSSION	The nominees for officers for 2019-2020 are: Mary Klinger-President, Kelly Buhlmann-Vice President, Elaine Sibley-Resolution Coordinator, Nikki Nadig-Treasurer, Linda Brumder-Secretary, Jian Xu-Website Coordinator.
CONCLUSIONS	There was a motion to approve the nominees, seconded and passed unanimously.
DISCUSSION	The board members responsible for each division need to change as some board members leave the board and new members begin their terms.
CONCLUSIONS	New Division Reps: Kate Hunter-A, Cathy Jones-D, Nikki Nadig-G, Jill Craven-H, Joanne Reardon-I
DISCUSSION	Jian has prepared the registration email for Division Reps to send to their captains. (Current Division Reps will handle this). Registration opens July 1 and closes July 29.
CONCLUSIONS	Current captains need to collect data from website before registration opens.
DISCUSSION	TH is giving back their D team, CGM is giving back their J team.
CONCLUSIONS	Teams will be offered to clubs/facilities on the waiting list.

Vice President: Mary Klinger

DISCUSSION	Brunch organization is coming along nicely.
CONCLUSIONS	Penny and Barb are taking care of game, Elaine has center pieces covered, Patricia and Kelley are working on prizes
DISCUSSION	Most division banners have been returned.
CONCLUSIONS	Mary will track down those remaining.

Treasurer: Penny Birkhofer

DISCUSSION	There are five categories for website related expenses which were narrowed down to three: website schedule, website maintenance and website domain.
CONCLUSIONS	A motion was made to approve the amended monthly report, seconded and passed unanimously.
DISCUSSION	A proposal was made to keep the budget the same for next year.
CONCLUSIONS	A motion was made to approve the 2019-2020 budget, seconded and passed unanimously.

Website Coordinator: Jian Xu

DISCUSSION	Defaults-83, substitutions 699. No team had more than five defaults.
CONCLUSIONS	No action necessary.
DISCUSSION	When googling City League, there is always a reference to “Rocky Mountain” – some get confused, believing it is the wrong website.
CONCLUSIONS	Jian will look into it.
DISCUSSION	Debbie Johnson (scheduler) proposed creating a report that would automatically track substitutions.
CONCLUSIONS	We will get a written proposal from Debbie and discuss it at the September meeting.

Resolution Coordinator: Kelly Buhlmann

DISCUSSION	There was not one major issue all season.
CONCLUSIONS	Our Rules & Regulations are getting better and the new captain’s meeting at the August brunch helps bring captains up to speed.

V. **Division Reports**

Division F -Jian Xu

DISCUSSION	Jian received a request to see if it is possible to only schedule one match per month from November through February for the Columbia Gorge teams due to potential bad weather conditions.
CONCLUSIONS	As that is very difficult for our scheduler to do, all GC captains should immediately look at their schedules when released and contact opposing captains to reschedule.
DISCUSSION	A match was defaulted in advance, random names of players were entered on scoresheet, one of the players was then subbed up by another team so her name ended up on two matches for the same day.
CONCLUSIONS	It was moved, seconded and approved unanimously that it was a clerical error and the name on the defaulted match on the website will be changed.

Division H – Mary Klinger

DISCUSSION	A captain complained that distributing the winning team prizes was a burden.
CONCLUSIONS	Captains should delegate the duty to another team member.

V.

VI. **Old Business - Revisions to Rules & Regulations and By-Laws**

DISCUSSION	Final discussion of the proposed changes to the Bylaws and to the Rules and Regulations.
CONCLUSIONS	A motion was made, seconded and unanimously approved to accept the revised Bylaws. A motion was made, seconded and unanimously approved to accept the proposed Rules and Regulations. Main changes will be highlighted at the brunch. Updated documents will be posted on the website.

VII. New business – Team Wait List

DISCUSSION	The two main criteria for facilities to get a new team are court availability (including double booking – possibility of two teams playing at one facility on same day), and number of available players for a new team, but other criteria such as default history and available parking can also be factors. There is a list of clubs waiting to get new teams posted on the website. Currently there are two teams (D & J) available for placement. The board discussed the best way to proceed as the list on the website implies that we will ask each club/facility in chronological order.
CONCLUSIONS	Facilities and clubs on the waitlist will be offered the two teams (D & J) which have become available in chronological order.
DISCUSSION	A suggestion was made to amend the Rules to take out the reference to a chronologic waitlist and to have the president maintain an internal list of clubs desiring new teams.
CONCLUSIONS	A motion to amend the newly approved rules under “New Team Requests” was made, seconded and unanimously approved.

VIII. Adjournment

The meeting adjourned at 12:11pm

Next meeting: BRUNCH – Wednesday, August 14th 8:00am at MAC

Minutes submitted by: Linda Brumder, Recording Secretary

Minutes approved on: September 19, 2019