

**Minutes**  
**Greater Portland City League Tennis Association**  
**Board of Directors Meeting**  
**Thursday, June 16, 2022, 9:30am, Irvington Club**

**Call to Order.** Kelly Buhlmann called the meeting to order at 9:40 a.m.

**Members Present:** Kelly Buhlmann, Patricia McKinnon, Jeanette Thomas, Kelley Nielsen, Joy Kolesnikoff, Elaine Sibley, Penny Birkhofer, Ellen Mulherin and Patty Morrison attended in person. Alisa Rakoz and Joanne Reardon attended remotely. Timothea Barnaton, who will join the Board in August, attended as a guest.

**Approval of Minutes:** The minutes from May 19, 2022, were approved as written.

**I. Officer Reports**

A. President, Kelly Buhlmann.

1. Officers for the 2022-23 season will be:

President: Joanne Reardon

Vice-President: Patricia McKinnon

Recording Secretary: Linda Brumder

Treasurer: Penny Birkhofer

Resolution Coordinator: Elaine Sibley

Website Coordinator: Kate Hunter

2. Registration: All teams have been notified of the registration period. Teams will have from July 1-22 to input their rosters.
3. Email List Policy: Members of the board received a request from someone in the tennis community to share a tennis event with our members. The City League policy is that outside of shopping opportunities for our members we will not email members of outside events. This policy was communicated to the requesting party.
4. Available Teams: Kelly sent an email to all participating clubs about available teams. Mt. Park requested the available J team. Subsequently, Longview informed us they would be returning their J team. Although previously MAC requested a K team, they decided not to take it. Clubs had until June 18, 2022, to request available teams.

- B. Vice President, Joanne Reardon. Joanne reported everything is on track for the Captains Meeting on August 17<sup>th</sup> at Club Green Meadows. All prize orders are placed or will be shortly. The Board may be able to do set up the night before, otherwise, everyone should arrive at 8:00 am. The invitation for the Captains Meeting will be sent to captains shortly so that they may save the date.

- C. Recording Secretary, Jeanette Thomas. Nothing to report.
- D. Website Coordinator, Kate Hunter. Kate reported last year there were 784 matches played. Preparation for online team registration is going well. Player addresses will no longer be required for registration.
- E. Treasurer, Joy Kolesnikoff.
  - 1. End of Year (EOY) Financial Report. Joy presented the EOY Financial Report and expenses for the prior month. The budget for next year will be tight as the taxes were a big expense. The next year budget will include line items for insurance, legal review, and technology expenses.
  - 2. Change in Banking. Joy and Kelly reported that banking with Chase Bank has been difficult because of the yearly need to change the individuals who have access to the bank account and the paperwork required to do so. The board discussed moving the account to a different bank. Kelly spoke with the manager at the Bank of America branch in Lake Oswego, Lower Boones Ferry Rd., and suggests we move our account to that location.
    - a. Action Taken: Kate Hunter made a motion to move the bank account to Bank of America. Kelley Nielsen seconded the motion. The motion passed unanimously.
- F. Resolution Coordinator, Elaine Sibley
  - 1. Disputes. There were no disputes filed.
  - 2. Rules Revision. The Board discussed the proposed revisions to the Rules, including all comments and questions received. The Rules Committee will make the revisions discussed and send a revised version out to be approved electronically. The Rules Committee has made note of issues to address next year, including the possibility of incorporating the FAQs into the Rules so that Captains only need to look in one place for information.

## **II. Division/Club Reports**

J Division, Kelley Nielson. Kelley reported that Mint Valley/Longview was no longer going to have a J team as they had too much difficulty fielding a team.

S Division, Elaine Sibley. Elaine reported that CRRC was considering dropping its S Division team as they had difficulty with lineups.

**Next Meeting:** Thursday, September 15, 2022 @ 10:30am, The Irvington Club.