

**Greater Portland City League Tennis Association
Board of Directors Meeting
Minutes, Thursday, June 8, 2023
9:30 am, Irvington Club**

Call to Order: Joanne Reardon called the meeting to order at 9:43 a.m.

Members Present: Joanne Reardon, Elaine Sibley, Kate Hunter, Patricia McKinnon Jeanette Thomas, Joy Kolesnikoff, Penny Birkhofer, Patty Morrison, and Kelley Gaylor attended in person.

Ellen Mulherin and Timothea Barnatan attended electronically.

Incoming board members Cindy Dorado and Teresa Darling also attended the meeting in person.

Members Absent: Linda Brumder was absent.

Review/Approval of Minutes: The May 18, 2023, minutes were approved.

Officer Reports

A. Joanne Reardon, President. Joanne reported she sent a letter to Nick Ruess, Stafford Hills Director of Tennis, regarding the failure of a Stafford Hills' City League team to serve lunch during City League matches. The letter informed him any further violations could result in a sanction against the captains and the loss of the offending team.

Joanne informed the Board she would be sending out an email regarding team registration that would need to be forwarded to all captains as soon as possible.

B. Patricia McKinnon, Vice President. Patricia reported planning for the Captains' Brunch on August 16, 2023, is well underway with gifts ordered and tags to be ordered shortly. Board members should arrive at 8:00 a.m. to finalize the setup for the brunch.

C. Penny Birkhofer, Treasurer. Penny reported there were only two expenses for May and she has received several checks for team registration already. Penny will send acknowledgment of receipt of registration texts when requested and where she has contact information.

D. Elaine Sibley, Resolution Coordinator. A formal complaint was received from Mt. Park Racquet Club against Portland Athletic Club alleging the courts were unsafe and requesting the Board require them to be fixed.

Action Taken: After discussion, Kate moved the complaint be rejected because the Rules do not require courts be maintained in any particular condition. The motion was seconded by Penny. The motion was approved, with Elaine and Patricia abstaining from the vote.

E. Kate Hunter, Website Coordinator. Kate reported the current season's data will only be

available through June 23, 2023, for captains to download. She has compiled the Year End Standings to be posted on the website.

Kate proposed, and the Board agreed, a Shout Out to all the captains and co-captains for all their hard work this season should be posted on the home page.

Old Business

- A. Board Nominees: Joanne reported PTC was going to forego their board seat for the next season. Mint Valley was next in the rotation. Mint Valley submitted Patty Morrison as their Board member.

Action Taken: Kate moved to approve Patty as the Board nominee and the motion was seconded by Ellen. The Board approved Patty Morrison as a Board member for the next three years.

In addition, West Hills submitted a new board representative, Tara DeLarosa.

Action Taken: Linda moved for approval of Tara as a Board member and the motion was seconded by Ellen. The Board approved Tara as a Board member for the next three years.

- B. Rules and Bylaws Updates: Elaine presented the revised Rules amendments to the Board.

Action Taken: Kate moved the revisions be approved, and the motion was seconded by Joanne. The Rules were approved.

Elaine presented the proposed changes to the Bylaws, which clarifies the role of an advisory member.

Action Taken: Joy moved the proposed revisions to the Bylaws be approved. Kelley seconded the motion. The revisions to the Bylaws were approved.

- C. S Division: The discussion on the S Division was deferred until the September board meeting.

- D. New Team Requests: There were two teams that requested a K Team – Evergreen and Portland Tennis Center. After a coin toss, Evergreen was awarded the team. If Evergreen accepts the team, Portland Tennis Center will be given the option of taking a new H team if they want it. West Hills was the only club requesting a J team and the J team will be given to them. No other requests for new teams were received by the deadline.

New Business

- A. Club Captain Information. Penny requested board members be given the names and contact information for all of the captains of City League teams at their respective clubs. The Board

agreed that this information could and would be provided by the Website Coordinator going forward.

- B. Revised FAQs: Elaine has sent out a revised version of the FAQs and requested all board members review them and send her any feedback as they have been substantially revised.

Division Reports

Kate Hunter, A Division. There was an issue in a match where one team had to default Singles and D4 in advance. On the day of the match the same team's D3 players did not show up on time and the team had to default that line as well, resulting in only two lines being played. Teams should be reminded in April all remaining matches should be played, because they may affect division standings for many teams, if not all of them.

Kelley Gaylor, E Division. Kelley received a request the calendar entry relating to team registration be changed from "Summer Online Registration" to "[Season e.g. 2023-2024] Team Online Registration. The Board agreed to this change.

Adjournment: The meeting was adjourned at 11:32 a.m.

Next Meeting: Thursday, September 21, 2023 @ 10:30 am at The Irvington Club.

Minutes submitted by: Jeanette Thomas, substitute Recording Secretary

Minutes approved on: Thursday, September 21, 2023