

**Greater Portland City League Tennis Association
Board of Directors Meeting Minutes
Thursday, June 12, 2025**

CALL TO ORDER: Patricia McKinnon called the meeting to order at 9:30 AM

MEMBERS PRESENT: Patricia McKinnon, Teresa Darling, Kate Hunter, Shannon Bilstrom, Penny Birkhofer, Alisa Rakoz, Stephany Mo, Elaine Sibley

INTRODUCTION OF NEW MEMBERS PRESENT: Linda Brumder (Stafford Hills Club), Joy Kolesnikoff (Glendoveer), Michelle Johnson (Tualatin Hills).

MEMBERS NOT IN ATTENDANCE: Patty Morrison, Timothea Barnatan, Cindy Dorado, Sue Agee (Vancouver Tennis Center)

APPROVAL OF MAY 2025 MEETING MINUTES:

Approved as submitted.

OFFICERS REPORTS:

Vice President, Patricia McKinnon -

1. Brunch Review

- a. Outstanding division banner return requested.
- b. Blankets and Bag Tags for winning teams have been ordered, as have insulated bags for 2024-2025 Captains and Co-captains.
- c. Brunch invite will go out after registration is complete and the identities of new Captains are established.
- d. Additional raffle items are still needed for the brunch.

2. Teams Awarded/Returned Review

- a. New Teams awarded: C to IRV, G to MPRC, H to WH, J teams to PTC, IRV, and LO, S teams to MV and SHC.
- b. Teams returned: C from CAC, J from MPRC, S teams: CGM and VTC.
- c. Patricia has asked for written confirmation from Cascade who is returning a C team and from CGM who is returning a S team.
- d. Four teams from PAC were returned due to closing: E, H, J, and S.
- e. An E team was awarded to LO, but it cannot take it due to court restraints on Wednesday at the facility (4 team max). With their G team winning its division and moving to F, there were not enough courts for the new E.
- f. Teams overview: 9A, 8B, 8C, 9D, 8E, 9F, 8G, 8H, 8I, 7J, 8K, 13S. Pending as of today, with registration closing tomorrow.

- g. Eight teams have been returned thus far (including the 4 PAC teams).

Treasurer, Kate Hunter –

1. The budget with year-to-date expenditures was reviewed.
2. Registrations for the 2025-2026 season have been received and teams with outstanding registration fees have been identified and notified.
3. Division Reps (A, B, C, E, G, S) gave updates on their teams' compliance to Kate.
4. Registration closes June 13.

Website Coordinator, Teresa Darling –

1. Registration portal opens June 13, a reminder was sent to all teams.
2. Registration instructions for facilities with new teams were sent in a separate email.
3. Home page- updates determined.
4. Recommendation made to put the procedure for determining a division winner in the case of a tie on the Home page next May for easy reference.

OLD BUSINESS:

Rules/Bylaws/Handbook/Formal Complaints Changes

1. Previously distributed Rules and Regulations with amendments were discussed for review and approval. A motion made to accept the Rules and Regulations as revised was passed.
2. Previously distributed changes to Bylaw Article IX: Financial Administration, were discussed for review and approval. The current Article states that "the budget year shall be July 1 to June 30." The Bylaws will now be changed to read: "The budget year shall be June 1 to May 31." A motion to accept these changes was passed.
3. Additional previously distributed changes to the Handbook and Formal Complaints section of the website were reviewed and approved.

NEW BUSINESS:

1. West Hills requested to return J team and keep new H team

- Rules state that you cannot be awarded a new team and return your next lowest team
- Dave Edwards at West Hills requested an exemption because of unusual circumstances. With the closure of PAC, WH absorbed 10 new players on H needing a new home team. Simultaneously, registration dramatically decreased at J leaving them with too few players to field a team.
- The board saw no benefit in enforcing a rule that would reduce the overall number of teams available.
- A motion was made to maintain the new H team and allow WH to give back the J. The motion passed.

2. Request from MAC for 14 match schedule for G and J Divisions

- MAC had two teams in divisions last year (G and J) with only 7 teams and thus 12 matches. They requested that CL add one randomized match to each half of the season to bring such teams up to 14 matches for the year.
- The CL scheduling program does not allow for additional randomized matches.
- Concern was expressed that even if all teams agreed to participate in advance, there was a potential to significantly skew division outcomes based on these additional matches, which players would ultimately not be fond of.
- The request was denied, but the desire for more matches and the facilities willingness to support them was applauded. S teams have had great success in recent years coordinating independent “friendlies,” matches for fun that do not count towards CL point totals. These matches are essentially scrimmages not officially affiliated with CL.
- The Board would encourage independently planned friendlies and recommend that interested clubs organize it right after the schedule came out as many clubs schedule their courts up to 6 months in advance.

3. S Division – Division structure and substitution rules

a. Division structure:

- Last year the S division was split into two sections resulting in a significant decrease in number of matches and creating challenges in how to best distribute teams.
- At present 13 teams have registered, and the board is working to get that number back to 14 by adding a VTC team back.
- The possibility of the S division running as one large division next year with each team playing once is being explored. If not, two re-mixed groups will be established, and teams will be encouraged to coordinate “friendlies” amongst themselves for more play.

- b. S Division rules-** A motion was made to remove the S division rule prohibiting players rostered only on a S Division team from playing as a substitute on the lowest division team at a club. The hope is that it will help lower level teams find subs and avoid defaults. The motion was seconded and approved.

DIVISION REPORTS:

D- An incident occurred where a second-round player was injured the morning of a match and ultimately unable to play. She had failed to notify her Captain of the injury, and the lineup was exchanged with her name on it. Captain’s felt clarification was needed regarding injuries before match play had begun, but after the lineup had been exchanged. Ultimately, a player was substituted, and the match was played which the Board feels was the appropriate action.

The Rules and Regs state on page 5 under Lineups that “after the lineups have been exchanged and reviewed, there shall be no changes.” However, they also maintain on page 7 in the Injuries section that “when an injury occurs during warm-up and an eligible team player or eligible substitute is available, the player may be substituted for the injured player.”

To bring these two sections more in alignment, it was suggested that a revision be made to the “Lineups” section so it would read: After the lineups have been exchanged and reviewed, there will be no changes *except when an injury occurs*.

There may be one further addition to this section saying something to the effect of: See injuries section for further details.

G- A three-way tie occurred. Rules and regs may be reviewed in the future to clarify how the outcome is determined. It was also recommended that in the event of future ties, the winners be listed at the top of the table on the website ASAP to help eliminate confusion. At present the tied teams are listed alphabetically. Starting next year, both winning and losing teams will receive emails directly from the board confirming their status.

I- A two-way tie led to some confusion between top teams as well. Glendoveer submitted match score sheets for verification to confirm them as the winner of the division.

Meeting Adjourned at 11:46 AM.

Next Meeting: Thursday, September 18, 2025, Irvington Club, 10:30 AM