

**Greater Portland City League Tennis Association
Board of Directors Meeting
Minutes Thursday, July 29, 2021 @ 10:30am, Zoom Meeting**

Call to Order: President Kelly Buhlmann called the meeting to order at 10:32 am, July 29, 2021.

Members Present: Kelly Buhlmann, Joanne Reardon, Elaine Sibley, Kate Hunter, Penny Birkhofer, Patricia McKinnon, Kelley Nielsen, Ellen Mulherin, Patty Morrison, Jeanette Thomas, Alisa Rakoz and Joy Kolesnikoff.

Members Absent: None.

Approval of Minutes for May 20, 2021, and June 10, 2021 – comments were given to the May and June minutes. Both will be approved after the final changes are made.

Officer Reports

A. President, Kelly Buhlmann

- **Registration Results:** All 103 teams were successfully registered. If teams need to add members Kate can do them early so that there is no backup. Please send requests to her.
- **Statistics:** Most of the teams have reasonable numbers, although there are some concerns from Lake Oswego and Cascade. J has low numbers across all teams and Cascade has an issue with being able to field a singles line at one level. Flexibility will be key this year in getting all matches played and avoiding defaults.
- **Possible Rule Changes:** The board considered a proposed rule change for the 2021/2022 City League season that addressed the following issues:
 - **Number of Lines:** The board discussed the need for a temporary rule change to change the format of a City League match to make it easier for teams to field teams for each match. Some teams have suggested eliminating singles but that is not supported by most of the teams.
 - **Conclusion:** Each match will consist of one (1) singles match, and four (4) doubles matches. Matches will be played S, D1 and D4, followed by D2 and D3, unless otherwise agreed by the captains
 - **Subs per match:** The board discussed a temporary rule increasing the allowed number of subs per match from three (3) to either four (4) or five (5).
 - **Conclusion:** Each team will be allowed up to four (4) subs per match, which will ensure that most players playing in any given match are playing at their division level. All subs must come from lower-level teams and no lateral substitutions (if a club has two teams at the same level) are allowed.
 - **Substitutions per player.** The board discussed a temporary rule increasing the number of times an individual player could substitute on a higher team to help prevent clubs from needing to forfeit matches. Currently a player may substitute only seven (7) times.
 - **Conclusion:** An individual player will be allowed to substitute ten (10) times per year. Subs may only substitute on a higher team and if a club has two teams at the same level a sub may substitute for both teams so long as the player is on a lower team.
 - **Lunches:** The board discussed whether lunches would be either (a) required at Clubs that allowed lunches and in what format, or (b) optional as determined by captains. There was a strong sentiment expressed that the lunches form the social backbone of City League and are

a large part of what is appealing to City League to many players. The board also considered the burden placed on captains to determine whether their players would participate in a lunch, whether it would be easier to mandate store or restaurant prepared food or individually packed food.

- Conclusion: Given the current burdens placed on captains and the current level of unease among players regarding Covid, it was determined that lunches will not be required for the first half of the season. The board will revisit this issue later in the year.
- Board Lunches: Joanne will be responsible for organizing the lunches for board meetings and will reach out to the MAC.
- Board Position Job Change: Jeanette Thomas will be the new Recording Secretary
- Division Representative Responsibilities: The board discussed the procedure for extended absences when board members are unable to promptly respond to email inquiries. Board members will line up someone to cover for them and then inform the President and their division of their absence and who to reach out to with questions.

B. Vice President, Joanne Reardon

- Captain's Zoom Meeting: The Captains' Zoom meeting is not possible with so many potential participants as we exceed the limit allowed. Additionally, it would be logistically difficult to organize and implement the breakout rooms for division meetings. The necessary information can be shared with captains through email and phone calls.
- Conclusion: The Captains' meeting will be canceled. Division representatives will get the new addendum to the rules out as soon as possible and inform captains of the cancellation of the meeting.

C. Recording Secretary, Jeanette Thomas. No report.

D. Treasurer, Joy Kolesnikoff.

- Financial Report. The finances are currently balanced and a large deposit for registration funds has been made. There is a refund owed to Mountain Park in the amount of \$20 for overpayment.

E. Resolution Coordinator, Elaine Sibley

- Approval of Addendum: The rules changes discussed previously will be set forth in an addendum to the Rules and Regulations. The addendum will be in force for only the 2021/2022 City League Season.
 - Action Taken: A motion was made by Elaine Sibley and seconded by Kate Hunter to approve the addendum, a copy of which is attached as Exhibit A. **The motion was approved unanimously.**
- Approval of S Division Rules: The board discussed approving the S Division Rules, a copy of which is attached as Exhibit B.
 - Action Taken: Joanne Reardon made a motion to approve the Senior Division Rules and the motion was seconded by Kate Hunter. **The motion was unanimously approved.**
- Amendment to Bylaws: The board discussed amending and restating the bylaws to (a) correct various typographical errors, (b) authorize the President to call an Executive Board Meeting on three (3) days prior notice, and (c) give the President the right to vote on all matters voted on by the board. There was no disagreement to these changes and the board agreed that any further changes would be made next year.
 - Action Taken: A motion to amend the Amended and Restated bylaws to address the issues above was made by Kate Hunter and seconded by Joanne Reardon. **The motion was unanimously approved.**

F. Website Coordinator, Kate Hunter. Kate reported that eleven (11) players were on more than one team, and all of this has been resolved. Scheduling of the matches is being worked on and should be finalized in mid-August. Schedules for Divisions A-K may be released when they are finished and before the S Division Schedule.

Old Business

- Taxes and Non-Profit Status Update: Penny Birkhofer. The CPA has been unable to reach anyone in the IRS to discuss the non-profit status. The CPA is not confident that it will be resolved by September and. Penny is investigating a one-year interim policy until this is resolved.
- MAC Parking: The MAC is implementing a new procedure for parking in its garage. Players who are not also MAC members will be required to park in the overflow lot and bring their tickets to the check in desk to be validated.

New Business:

- To make payments from clubs/captains easier, Joy will investigate the possibility of being able to accept payments electronically.
- Adidas Pass: Joanne Reardon will forward an Adidas pass to the board to send out to the divisions.

Division Reports: No reports.

Next Meeting: Thursday, September 16, 2021 @ 10:30am, Location TBD

Adjournment: The meeting was adjourned at 12:32 p.m.

**Greater Portland City League Tennis Association
Rules & Regulations**

2021-2022 ADDENDUM

This Addendum applies to the 2021-22 City League season only. Unless specified in this document, all GPCLTA Rules and Regulations shall apply.

1. For the Fall Session (1st half), an unlimited number of players may be added to a team roster during the player addition period, through October 28, 2021.
2. The Match format shall be one singles and four doubles matches, with the order of play: Singles, 1 and 4 Doubles play the first round, followed by 2 and 3 Doubles in the second round.
3. Teams may use up to 4 substitutes per match.
4. An individual player may substitute up to 10 times during the year long season.
5. Lunches are not required for the Fall Session (1st half).

Adopted: July 29, 2021

Greater Portland City League Tennis Association Rules & Regulations

S Division Addendum 2021-2022

The Rules & Regulations in this Addendum apply to S Division teams and matches only. Unless specified in this document, all other GPCLTA Rules & Regulations shall apply.

Note: The numbering and formatting for both documents shall correspond. Therefore, these rules follow the GPCLTA Rules & Regulations numbering.

Definition of Terms

2. A Match: An entire Match consists of **four** doubles matches.
3. A match: One individual doubles match played within the Match.
8. Legal player:
 - a. A player who has attained the age of 65 by September 1, of the participating year.
 - b. A player currently on one S Division team roster who may or may not also be on one C - K Division team roster.
 - c. A substituting player, from a C - K Division team, placed in lineups according to strength/playing ability, per lineup guidelines.
 - d. A substituting player who is not on a GPCLTA team roster.
 - e. A substituting player not currently rostered on an A or B Division team or has an NTPR rating of 4.0 or less.

Court Times/Tennis Clubs

1. All Tennis Clubs with S Division teams shall have a minimum of 2 courts available every Thursday as the primary match day with Tuesday or Wednesday as alternative days, at approved Match start times.

Balls/Refreshments

1. The home team shall supply 4 new cans of USTA approved balls for each Match. High altitude balls are not acceptable.
2. The home team shall provide lunch for players on both teams (approximately 16 players).
2021-22 NOTE: Lunches are not required for the Fall Session (1st half).

Order of Play/Lineups/Scoresheets

2. S Division Matches are played in two rounds with 2 individual matches in each round. When a Tennis Club has more than 2 courts available, both Captains may agree to an alternate format. When the Captains do not agree, the original format stands.

3. Unless Captains have agreed prior to the Match, the order of play shall be: 1 Doubles and 4 Doubles play the first round, followed by 2 Doubles and 3 Doubles in the second round.
 4. S Division teams are **required** to arrange their lineups in order of player strength. As S Division teams may not have players from all C - K Divisions on their rosters, the following lineup guidelines are to be used.
 - a. 1 Doubles: players from C - E Division level teams
 - b. 2 Doubles: players from E - G Division level teams
 - c. 3 Doubles: players from G - I Division level teams
 - d. 4 Doubles: players from I - K Division level teams
12. Players rostered on both a C - K Division team and a S Division team shall give priority to the C - K Division team when a Match conflict occurs.

Substitutions

1. In order to avoid defaults, S Division teams may use as substitutes, any player, age 65 and above, from any C - K Division team. Substitutes must be placed in lineups according to strength/playing ability, per lineup guidelines above.
2. S Division teams may use as substitutes, any player age 65 and above, who is not on a City League team roster. Out of league substitutes must be placed in lineups, according to strength/playing ability, per lineup guidelines above.
3. Current A and B Division players and NTRP 4.5 and above rated players may not substitute on a S Division team.
4. Players rostered on a S Division team only may not substitute on an A - K Division team.

Rules Changes

1. The S Division Rules & Regulations shall be in force for a minimum of 3 years following the initiation of the Senior Division (currently, thru the 2023-24 season).
2. S Division Rules & Regulations may be revised prior to the Spring Session (2nd half).
3. Adjustments for significant issues and/or safety concerns shall be considered at any time by the GPCLTA Board.

Created April 2020
Approved May 2020
Revised August 2021