

# **Greater Portland City League Tennis Meeting Minutes**

September 18, 2014

**I. Call to order**

Patricia McKinnon called the Greater Portland City League Tennis Association board meeting to order at 10:43am on September 18, 2014 at Multnomah Athletic Club.

**II. Roll call**

Members present were: Patricia McKinnon, Ann Cassin, Nikki Nadig, Susan Bozarth, Sherri Moore, Karey Welling, Elaine Sibley, Lorelee Campbell, Melissa Light, Maggie Creps, Joni Hinton. Absent: Donna Walker

**III. Approval of minutes from last meeting**

Recording Secretary: Nikki Nadig

<b>DISCUSSION</b>	Minor corrections and formatting changes were made and accepted. Ann moved and Elaine 2 <sup>nd</sup> to approve the June 5 <sup>th</sup> , 2014 minutes. Corrected Minutes approved unanimously.
<b>CONCLUSIONS</b>	June captains' minutes to be posted to website.

**IV. Officer Reports:**

President: Patricia McKinnon

**Insurance Renewal**

<b>DISCUSSION</b>	Patricia asked whether the bill for liability insurance has been received by Karey.
<b>CONCLUSIONS</b>	Karey will check with Wendy Weddle, former treasurer, whether the bill may have been sent to her, and will update the address on the bill. Will present at Oct. or Nov. meeting for approval for payment.

**FAQ Relocation on Website**

<b>DISCUSSION</b>	Patricia suggested that the FAQ section on the website be updated and moved to be more visible to players and captains.
<b>CONCLUSIONS</b>	Ann will ask Olga Zaturenskaya for a bid to update and move the FAQ to the side menu bar of the website. All division representatives should review the FAQ for any revisions or additions.

**Invitation to Shop at Nike Employee Store**

<b>DISCUSSION</b>	Patricia reported that several players have asked if City League players could get an invitation to shop at the Nike Employee Store.
<b>CONCLUSIONS</b>	All board members who have contacts who work at Nike will ask whether it would be possible to receive an invitation for City League players to shop at the store.

**Elaine Sibley**

<b>DISCUSSION</b>	Patricia reported that the Executive Committee voted to approve Elaine Sibley as PAC board member, replacing Marcia Floberg. Elaine will be the H Division representative.
<b>CONCLUSIONS</b>	No action necessary.

Treasurer: Karey Welling

**Financial Report**

<b>DISCUSSION</b>	June monthly financial report provided by Karey. Susan moved and Lorelee 2 <sup>nd</sup> approval.
<b>CONCLUSIONS</b>	June monthly financial report approved unanimously.

Website Coordinator: Ann Cassin

### **Team Commitment Form**

<b>DISCUSSION</b>	Ann requested a revision to the Team Commitment form so that it is more generic and can be used each year.
<b>CONCLUSIONS</b>	Susan volunteered to rewrite the form.

### **Rescheduling Matches**

<b>DISCUSSION</b>	A suggestion was made to add the process for rescheduling matches to the FAQ. Debbie Johnson offered to write up the changes without charge. Olga will add to the website when approved and complete.
<b>CONCLUSIONS</b>	FAQ will be revised to include information on rescheduling matches.

### **Website Changes**

<b>DISCUSSION</b>	Ann reported that since there have been so many requests to add players to teams and to make other changes to the website, it would be helpful for captains to double-check that their requested changes were made and were accurate.
<b>CONCLUSION</b>	Division reps to remind captains to check the website to confirm requested changes have been made and are correct.

### **Directions to Cascade Athletic Club**

<b>DISCUSSION</b>	A request was made by a captain from Cascade Athletic Club to add exit numbers to the directions to the club published on the website.
<b>CONCLUSION</b>	As changes can only be requested by club managers, Susan will contact the captain to suggest she work with the club manager to revise the directions, and then have them submitted to Ann for the website. Board members should also check the directions to the clubs they represent.

## **V. Division Representatives:**

### **J Division: Sherri Moore**

<b>DISCUSSION</b>	Sherri reported that a formal complaint of unsportsmanlike conduct has been made in the J Division. Susan, Resolution Coordinator, reported that the complaint is pending and working through the process as outlined on the website.
<b>CONCLUSIONS</b>	Board members should review the process for complaints that is on the website. Contact Susan for advice if necessary or if a formal complaint has been made.

## **VI. Old business:**

### **Captain's Brunch**

<b>DISCUSSION</b>	There was good feedback on the Captain's Brunch. Many people thought it was helpful to have the division reps meet with their divisions at the end of the brunch.
<b>CONCLUSION</b>	Add meeting with division reps at the end of the brunch to next year's agenda.

## **VII. New business**

### **Adidas Employee Store pass**

<b>DISCUSSION</b>	Sherri asked if the Adidas pass could be added to the website since not all captains sent out the email with the invitation to shop at the Adidas Employee Store.
<b>CONCLUSION</b>	Since it would be cost-prohibitive to add to the website, captains will be reminded next time a pass is distributed.

**VIII. Adjournment**

Patricia McKinnon adjourned the meeting at 12:09 p.m.

Next meeting: October 16, 2014, 10:30 AM

Minutes submitted by: Nikki Nadig, Recording Secretary

Minutes approved on: October 16, 2014