

**Greater Portland City League Tennis
Board Meeting Minutes
September 19, 2019**

I. Call to order by President Mary Klinger at 10:30 am at the Multnomah Athletic Club.

II. Roll call: Members present – Joanne Reardon, Elaine Sibley, Mary Klinger, Jill Craven, Nikki Nadig, Alisa Rakoz, Kate Hunter, Kelley Nielsen, Jian Xu, Linda Brumder

Absent: Kelly Buhlmann, Cathy Jones

III. Approval of minutes from last meeting

Recording Secretary: Linda Brumder

DISCUSSION	A motion to approve the minutes was made, seconded and passed unanimously.
CONCLUSIONS	Minutes will be posted on the website.

IV. Officer Reports:

President: Mary Klinger

DISCUSSION	Board notebooks were distributed to new board members, and updated rosters, etc., were distributed to returning board members. Mary described our responsibilities as board members.
CONCLUSIONS	Please reply to Mary on any email communications to confirm you forwarded information to your Divisions.
DISCUSSION	Brunch recap: brunch went very well, raffle prizes were well received, center pieces were popular, the new captain orientation prior to the brunch was well attended and very helpful. Though the food was good, the service by the MAC catering staff was lacking. Mary contacted our rep with a list of concerns regarding the service.
CONCLUSIONS	MAC catering was apologetic and removed the room fee from this year's bill and will not charge a room fee for the August 2020 brunch.

Vice President: Kelly Buhlman

DISCUSSION	Nothing to report.
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Treasurer: Nikki Nadig

DISCUSSION	Nikki presented the current budget. A few expenses from the brunch still need to be paid and will be done as soon as receipts are submitted.
CONCLUSIONS	A motion was made to approve the monthly report. It was seconded and passed unanimously.

Website Coordinator: Jian Xu

DISCUSSION	In the first two weeks of play there have been 7 defaults and 56 substitutions. Five players have already subbed twice (7 substitutions/player allowed). Forty-seven new players have been added since registration closed.
CONCLUSIONS	Player addition deadline is October 31 st .
DISCUSSION	There were a few captains who made mistakes when entering their team information for registration. For example, one person was registered for two teams, and one captain reversed first and last names.

CONCLUSIONS	Olga was contacted and all issues were resolved. We need to continue educating captains and players that once you are registered, you cannot change teams, and that it is critical that captains enter all player information accurately.
DISCUSSION	As this is Jian's last year as website coordinator it would be helpful to have an assistant website coordinator who can learn from Jian during the year.
CONCLUSIONS	Kate Hunter is considering the position and will consult with Jian.

Resolution Coordinator: Elaine Sibley

DISCUSSION	Nothing to report.
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V. Division Reports

Division B – Linda Brumder

DISCUSSION	Salem was unable to secure courts in Portland for their first match with CAC so the match has been rescheduled.
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Division I – Joanne Reardon

DISCUSSION	Two teams had a problem with the website as all their players were listed as subs by mistake. Jian took care of issue.
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Division J – Kelley Nielson

DISCUSSION	One captain input names incorrectly when registering her team. Jian took care of issue.
CONCLUSIONS	

VI. Old Business

DISCUSSION	Mary reported that there are three issues that came up last year that still need to be discussed and addressed: Senior Division, Team Wait List and archiving City League data.
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Senior Division

DISCUSSION	Last May, two advocates for a Senior Division presented an overview of their proposal. We have also heard from one Tennis Director who believes there is a need for a Senior Division. We need to decide if this is something we want to pursue.
CONCLUSIONS	A sub-committee will be formed to gather more information.

Team Wait List

DISCUSSION	Two teams, one in the D Division and one in the J Division, were returned at the end of the 2018-2019 season. Not one club or facility on the waiting list was able to take either team, leaving those two divisions with eight teams each. We need to evaluate the process for awarding teams when they are given up by clubs to see if it can be improved or more flexible.
CONCLUSIONS	Discussion on this issue will be ongoing, but we may contact the clubs on the wait list in January to find out if they are able to take a team for next year.

Archiving Data

DISCUSSION	The best way to organize and store our data (minutes, correspondence, Bylaws, etc.), so it is archived, accessible and useful is an ongoing issue.
CONCLUSIONS	A subcommittee will be formed .

VII. New business

Player Stats

DISCUSSION	A question was raised whether it would be possible to have access to players' prior year statistics on the website for longer than currently available (this information is deleted before registration in the summer). This would be especially helpful to new captains who may not have had access prior to becoming captain. Is it possible to have an archive tab/button on the captain's page?
CONCLUSIONS	Jian will check with Olga.

Message Paddles

DISCUSSION	Some teams have been using message "paddles" with words of encouragement for their teammates. Depending on wording, it could be construed as coaching.
CONCLUSIONS	Be aware and pay attention to wording.

Time Constraints

DISCUSSION	A question was raised regarding time constraints. If a match runs long and a team runs out of court time at their facility, do they have to default the match?
CONCLUSIONS	Yes, if a team runs out of the allotted court time, they must default the match. For this reason captains should enforce the rules to speed up play. Players should be ready to walk onto the court as soon as it becomes available. Warm ups must be limited to ten minutes. And if both teams agree, players do not have to switch courts after odd games, only sets.

VIII. Adjournment

The meeting adjourned at 12:26pm.

Next meeting: Thursday, October 17th, 10:30am

Minutes submitted by: Linda Brumder, Recording Secretary

Minutes approved on: October 17, 2019