

**Greater Portland City League Tennis Association  
Board of Directors Meeting Minutes  
Thursday, September 12, 2024  
10:30am, Irvington Club**

**Call To Order:** Patty Morrison called the meeting to order at 10:31 am

**Members Present:** Patty Morrison, Linda Brumder, Kate Hunter, Teresa Darling, Patricia McKinnon, Elaine Sibley, Stephany Mo, Alisa Rakoz, Shannon Bilstrom, Cindy Dorado

**Members Not In Attendance:** Penny Birkhofer, Timothea Barnatan

**Approval of Minutes:** The minutes from the June 13, 2024 meeting were approved

**New Board Members (both approved via email previously):**

Shannon Bilstrom (MAC); G Division Rep  
(replacing Kayla Casebeer)

Stephany Mo (West Hills); H Division Rep  
(replacing Tara De La Rosa)

**Approval of New Board Officers:** Effective September 12, 2024

Patty Morrison – President

Cindy Dorado – Recording Secretary

Kate Hunter – Treasurer

Patricia McKinnon - Vice President

**I. Officer Reports**

- A. Vice President, Patricia McKinnon – brought up potential rule to discuss for next year: 5.0 players should be rostered on A teams (where available); current rule states either A or B team
- B. Secretary, Cindy Dorado – turned in laptop and external hard drive that was collected from previous Secretary
- C. Treasurer, Kate Hunter – current budget report was reviewed; discussed increasing amount for winning team prizes; winning teams will be limited to 25 players
- D. Website Coordinator, Teresa Darling – reported that at the end of the regular registration period there were 1,983 players registered; at present there are 2,037 players registered – an increase of 54 players

## II. **Old Business**

- A. Captains Brunch held on August 14, 2024
  - a. Former VP will prepare document for facilitating brunch
  - b. 90 captains attended the brunch out of 104 invited
  - c. The sportsmanship skit was very well received
- B. Job Descriptions
  - a. A committee has been formed to review and document job descriptions
  - b. Goal will be to complete this project by the end of this 2024-2025 season
- C. Club Scheduling
  - a. A few errors occurred when match schedule was created, but all have been rectified
  - b. Will discuss adjusting registration dates for next year to allow more time for schedule to be created
  - c. 736 matches have been scheduled for this season at 16 facilities

## III. **New Business**

- A. Dates were set for future Board meetings
- B. Alisa has agreed to handle lunch orders from Ingallinas, and manage Zoom for any remote attendees
- C. Changeover of signatories for the CL checking account requires the removal of Diane Birkhofer and Jo Reardon, and addition of Kate Hunter and Patricia Morrison to the account. Patricia McKinnon will remain on the account as VP.

## III. **Division Reports**

- A. A & B Division, Cindy Dorado – nothing to report
- B. C Division, Teresa Darling – nothing to report
- C. D Division, Kate Hunter – nothing to report
- D. E Division, Alisa Rakoz – nothing to report
- E. F Division, Patricia McKinnon – nothing to report
- F. G Division, Shannon Bilstrom – nothing to report
- G. H Division, Stephany Mo – nothing to report
- H. I Division, Linda Brumder – one team had asked to add 4 players but was told only 3 new players were allowed during this registration period, but the additional player needed could be someone rostered on a lower team in the club who can sub for the I team; will need to wait until mid-year to make roster changes.
- I. J Division, Timothea Barnatan – absent, nothing to report
- J. K Division, Penny Birkhofer – absent, nothing to report
- K. S Division, Elaine Sibley – coached one captain about the philosophy of line-ups in the S division; now have 14 S teams

Meeting was adjourned at 12:15 pm

Next Meeting: Thursday, October 17<sup>th</sup> at 10:30 am at Irvington

Minutes Approved 10/17/2024

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Cindy Dorado, Secretary, Greater Portland City League Tennis Association