

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

October 16, 2014

**I. Call to order**

Patricia McKinnon called the Greater Portland City League Tennis Association board meeting to order at 10:35 am on October 16, 2014 at Multnomah Athletic Club.

**II. Roll call**

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

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

Recording Secretary: Nikki Nadig

<b>DISCUSSION</b>	Minor changes were suggested and accepted. Donna moved and Elaine 2 <sup>nd</sup> to approve the September 18, 2014 minutes. Corrected minutes approved unanimously.
<b>CONCLUSIONS</b>	September captains' minutes to be posted to website.

**IV. Officer Reports:**

Website Coordinator: Ann Cassin

<b>DISCUSSION</b>	<p>Debbie Johnson, GPCLT website consultant, described the proposed changes to the website:</p> <ol style="list-style-type: none"> <li>1. Tabs on the left will be reduced from eight to six making FAQ more prominent and adding a Documents and Forms page which will give quick links to Bylaws, Rules and Regulations, score sheets, etc. The tab for driving directions will be moved to the top of the page. Changes to take place for fall registration in July.</li> <li>2. Debbie explained the importance of having two contacts for each team, and the two options presented to name captain and co-captain during team registration. Option 2 was preferred by those present with slight wording changes.</li> <li>3. Addition to FAQ that explains how to reschedule matches.</li> </ol> <p>Susan moved to accept proposed changes, including Option 2 for captain/co-captain registration with wording changes made by Ann, and Karey 2<sup>nd</sup>. Elaine noted that she prefers Driving Directions included in the tabs on the left rather than at the top. Motion passed unanimously.</p>
<b>CONCLUSIONS</b>	Ann will work on wording for captain/co-captain registration. Debbie will submit approved website changes to Olga Zaturenskaya. Susan will need to modify Rules and Regulations to accommodate a mandatory co-captain.

Treasurer: Karey Welling

**Financial Report**

<b>DISCUSSION</b>	September monthly financial report provided by Karey. Joni moved and Elaine 2 <sup>nd</sup> approval.
<b>CONCLUSIONS</b>	September monthly financial report approved unanimously.

**Liability Insurance**

<b>DISCUSSION</b>	Invoice for liability insurance was received with an annual premium of \$805. However, after reviewing bills from prior years, it was determined that there may be significant cost-savings if paid in full for a two-year term.
<b>CONCLUSIONS</b>	Karey will find out if there is a discount if the invoice is paid in full for a two-year policy.

Resolution Coordinator: Susan Bozarth

**J Division Formal Complaint**

<b>DISCUSSION</b>	Susan presented the formal complaint of unsportsmanlike conduct received September 12, 2014 from two Stafford Hills 2 players against two Glendoveer players, regarding a match played September 9 <sup>th</sup> . After discussion it was concluded that no rules were violated. A motion was made by Susan to send a letter of decision to both teams' captains, and to remind them of standard match etiquette and that incidents from prior years cannot be included in a complaint. Karey 2 <sup>nd</sup> the motion which was unanimously approved.
<b>CONCLUSIONS</b>	Susan will write a letter of decision to Glendoveer and Stafford Hill 2 captains, with copies to appropriate parties.

**V. Division Representatives:**

**G Division : Lorelee Campbell**

<b>DISCUSSION</b>	Lorelee reported that a player was mistakenly listed on two rosters (Mint Valley and Mountain Park) which resulted in a rules violation as an illegal transfer. The player played and won a match on September 30 <sup>th</sup> for Mountain Park against Tualatin Hills, though she did not realize she was listed on the Mint Valley roster. After significant discussion, board members present decided that the mistakes were unintentional and that our registration system should catch duplicate player listings. Susan moved to notify the team by letter of the board's decision that the player will not be allowed to play until mid-season, though the points for the win will not be deducted from Mountain Park's total and no penalty points will be assessed. Maggie 2 <sup>nd</sup> the motion, which passed with one abstention and one opposed.
<b>CONCLUSIONS</b>	Susan will write a letter to the Mint Valley and Mountain Park captains with the board's decision.

**J Division: Sheri Moore**

<b>DISCUSSION</b>	Sheri reported that a player from Mountain Park played in a match on October 7 <sup>th</sup> against Mint Valley, though she was not listed on the Mountain Park roster. The board concluded that the Mountain Park captain should have confirmed that the player was listed on the roster before playing her in a match. Elaine moved to send the Mountain Park captain a letter that states the player is considered an illegal player, and that the match will be defaulted and a penalty point assessed against the team. Joni 2 <sup>nd</sup> the motion which passed with one abstention.
<b>CONCLUSIONS</b>	Susan will send a letter to the Mountain Park captain, explaining the board's decision.

**VI. Old business:**

**Club Directions/Club Review**

<b>DISCUSSION</b>	Elaine presented revised directions to PAC.
<b>CONCLUSION</b>	Revised directions will be posted to the website.

**Nike Employee Store Pass**

<b>DISCUSSION</b>	Karey reported that she has not been able reach anyone yet who could help us with an invitation to the Nike Employee Store for City League players. Sheri will try to reach a contact of hers who might be able to help.
<b>CONCLUSIONS</b>	Sheri will follow-up.

**VII. New business  
PAST&E**

<b>DISCUSSION</b>	Susan reported that PAST& E used City League rosters to distribute information regarding their upcoming event, and she's concerned about players receiving similar requests and distributing them to City League players without permission. She suggested sending an email to captains to clarify that requests such as PAST&E's should be sent to the division reps and discussed by the board before approval and distribution. Patricia will draft a statement on this policy for division reps to distribute to captains. Joni reported that she did receive a request from PAST&E to distribute their information, though this occurred after it was forwarded to the A Division captains. After discussion, Donna moved and Melissa 2 <sup>nd</sup> to forward the information about PAST&E's event to all captains as this is an event that has received support from many players in the past.
<b>CONCLUSION</b>	Patricia will draft an email to captains explaining the policy that all requests to forward information to City League players should be sent to division reps for board discussion. Division reps will send information about PAST&E's event to captains. Susan will add to her list for rules/bylaws changes for review in the spring so that it is clear that any outside communication to City League members must be submitted through the board.

### **VIII. Adjournment**

Patricia McKinnon adjourned the meeting at 12:42p.m.

Next meeting: November 20th, 2014, 10:30 AM

Minutes submitted by: Nikki Nadig, Reporting Secretary

Minutes approved on: November 20<sup>th</sup>, 2014