

**Greater Portland City League Tennis Association
Board of Directors Meeting
Minutes, Thursday, November 18, 2021
10:30 am, Irvington Club**

Call to Order: Jo Reardon called the meeting to order at 10:36 a.m.

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

Review/Approval of Minutes for September 16, 2021: The September 16, 2021, minutes were approved with no changes.

The October 2021 meeting was canceled; there are no minutes for October.

Officer Reports

A. Kelly Buhlmann, President. Kelly had nothing to report.

B. Joanne Reardon, Vice President. Joanne had nothing to report.

C. Jeanette Thomas, Recording Secretary.

- The Board agreed that it would attach the statement regarding the September 1, 2021, Board Meeting to the September 16, 2021, minutes for posting to the website.
- A hard drive has been purchased for the purpose of retaining Board materials.

D. Joy Kolesnikoff, Treasurer.

- Joy presented the current financial report. The bank statements are accurate except for one check that has been written and not yet cashed.
- A new category – Computer Hardware and Software will be added to the budget going forward. In addition, the category for accounting fees will be relabeled Professional Fees to cover all fees paid to professionals.
- Joy has successfully obtained a post office box for all City League communications. There are two keys to be retained for this year by the Treasurer and President Elect. The new mailing address is: Greater Portland City League Tennis Association, PO Box # 18205, Portland, OR 97218.

E. Elaine Sibley, Resolution Coordinator.

- J Division Score Sheet Discrepancy. A match was played in the J division and the score sheet contained the wrong order of players. The problem was caused by one captain arriving exactly at the match starting time without a printed score sheet of her own. The parties were able to resolve the issue without the need to file a formal complaint.

F. Kate Hunter, Website Coordinator. Kate reported that she has added a total of one hundred fifty-two (152) new players in the fall season, for a total of 1,908 players rostered. Of those

players, 48 play only in the S Division, while another 170 players play in the S division and in a C through K division. There have been 34 match defaults, with 10 each occurring in the I Division and K Division. One team in each of those divisions is struggling to field a full lineup.

New Business. There was no new business.

Old Business

Penny Birkhofer: There is no update from the accountant as he continues to be unable to connect with anyone at the IRS. Penny will see if there's a way to set up an appointment and check with other professionals to see if there's a better way to reach the IRS. Penny will confirm that the accountant is keeping a record of each attempt and she will keep a record of each time she has followed up with the accountant so that the Board can show that it has been diligent in timely resolving this matter.

Division Reports

Alisa Rakoz, E Division. Alisa reported that she received a complaint from a captain about poor behavior by a captain during an intra-club City League match. She continues to receive emails from new captains who do not consult the Rules before contacting her.

Joy Kolesnikoff, G Division. Joy reported two disputes. One was a scoring issue where the players had already left, and the captains had been given different scores. The parties wanted guidance and were able to agree on the score that would be posted. The other issue was regarding a change in the start time of the match that was communicated to the visiting team five (5) days before the match (and after the visiting captains initiated the discussion). Most of the visiting teams' players could not accommodate the new start time and they made a counter proposal. The issue was resolved by the parties agreeing to start all 5 lines at the original start time rather than the earlier start time.

Elaine Sibley, S Division. Elaine reported that many S Division matches are taking more than the 3 hours allocated but most have been able to be completed. The Board will need to review this at the end of the year and determine whether more time needs to be requested. Elaine reported a S division match was unable to be completed because they ran out of court time. The match started at 11:30 and was not fully completed by 3:15. The parties agreed that the team that had won the most games won the match. West Hills has requested a change to the Rules regarding the expiration of court times. They have suggested the rule be changed to give the team that wins the most games the win, rather than the win being automatically given to the visiting team. This may be considered in the Spring. This will require a change to the City League Official Score Sheet. Additionally, many S Division matches are running longer than three hours so the Board may want to consider asking for additional time for S Division matches.

Adjournment: The meeting was adjourned at 12:17 p.m.

Next Meeting: Thursday, January 20, 2022 @ 10:30 am at The Irvington Club.

Minutes submitted by: Jeanette Thomas, Recording Secretary

Minutes approved on: Thursday, January 20, 2022.