

**Greater Portland City League Tennis Association**  
**Board of Directors Meeting Minutes**  
**Thursday, November 20, 2025**  
**10:30 AM, Irvington Club**

**CALL TO ORDER:** Patricia McKinnon called the meeting to order at 10:34 AM

**MEMBERS PRESENT:** Patricia McKinnon, Linda Brumder, Cindy Dorado, Shannon Bilstrom, Joy Kolesnikoff, Patty Morrison, Kate Hunter, Alisa Rakoz, Stephany Mo

**MEMBERS NOT IN ATTENDANCE:** Susan Agee, Penny Birkhofer, Michelle Johnson

**APPROVAL OF OCTOBER 2025 MEETING MINUTES:** Approved as corrected.

**OFFICER REPORTS:**

**A. President:** Patricia McKinnon –

- Captains continue to have issues arising from not communicating with visiting teams a week in advance. A reminder will remain posted regarding proper match notification.
- Shannon Bilstrom will serve dual roles as Recording Secretary and Vice President.
- Kate Hunter will serve dual roles as Treasurer and Website Coordinator.

**B. Treasurer:** Kate Hunter –

- The Budget Report was presented and expenses reviewed.
- Kate will be investigating whether transitioning to QuickBooks would simplify the duties of the Treasurer and transitioning the position to future officers.

**C. Website Coordinator:** Kate Hunter –

- In total, 96 players were added during the fall addition period after the close of registration. A document was shared illustrating the distribution of these players.
- Kate's investigation into website security found that only the general pages were somewhat insecure. There is no private information aside from board member contact emails in these areas. The board decided that it would not be worth the added expense to enhance security to this part of the site.
- A few name change requests were managed after the wrong sub was entered. Also, score change requests were made, initially lacking email confirmation from the opposing team.

- The substitution report on the Captain's page of the website was discussed. A motion passed to return the report to displaying only those that have played for the Captain's team rather than showing substitutes used club-wide.
- The website will keep the reminder for timely match notification protocol posted and also be updated to include the midseason roster update period.

**D. Resolution Coordinator:** Patty Morrison – Two complaints were reviewed:

- The first complaint was that of a singles player being late to a match, and whether the match should be considered a default. The home team asserted that the visitor was over 15 minutes late and thus the match should be forfeited. A full match was played when the player did arrive, and won by the visiting team. The visiting team believes their player did arrive within 15 minutes and felt the results of the match should stand. The home team recorded the match as a forfeit, and the visiting team changed the score (without first communicating with the other Captain as is CL policy) online to reflect the scores of the match played. Members of both teams fundamentally disagree on many points regarding timing, and what was agreed upon and communicated on site.

Ultimately, review of all information provided showed the visiting player made consistent efforts to communicate and was likely on site and ready to play within the 15 minute window. City League's mission is to promote good sportsmanship and friendship among women through tennis. We want tennis matches to be played, and players to extend grace and kindness to each other as much as possible in the process. The spirit of good sportsmanship is best reflected in this situation by giving the visitors the benefit of the doubt on timing. A motion was made and passed to have the scores of the match played stand.

This incident also sparked a review for the Rules and Regulations committee who will examine the "Disputed Scores" section of the Captain's Handbook, and the "Reporting Scores" section of the Rules and Regulations to make sure the two sections are in clear alignment with one another.

- The second complaint centered around alleged persistent disrespectful behavior exhibited during a doubles match to which lines judges had been called. Accounts varied considerably regarding the tone of this match, but in none of them was gross misconduct reported and therefore no rules violation was found to be committed. A motion was made and passed finding no rules violation. Unsportsmanlike behavior is contrary to the stated mission of City League and competition in a safe environment remains paramount.

**DIVISION REPORTS –**

- **A Division:** As MPRC's representative and board president, Patricia McKinnon was contacted the night before an IRV/MPRC match to clarify a situation. IRV failed to contact the MPRC team until the day before the match and presented them then with their plan to play 4 matches at the initial start time. MPRC was not prepared to field a team in this alternative format. Ultimately, MPRC was able to contact players despite the short notice, and able to proceed as IRV had hoped. It was reinforced to the IRV Captains and tennis director that when a facility has more than three courts available, AND BOTH CAPTAINS AGREE, an alternate format may be played. When both captains do not agree, the original format stands. With their club preferring an alternative format it is vital they contact opponents well in advance and get consent to proceed.
- **B Division, Cindy Dorado:** A MAC player contacted Cindy asking to be removed from a roster. Cindy clarified our policy with the player, the MAC's Captains, and the MAC's CL manager. Such changes can only occur during team registration and roster update periods.
- **J Division, Joy Kolesnikoff:** Joy was contacted by a PTC member wanting to join or form a team. They were also interested in team classifications, etc. Joy was able to answer all her questions and put her in contact with PTC's tennis director to make additional connections.

Meeting Adjourned at 12:14 PM.

**Next Meeting: Thursday, January 15, 2026, Irvington Club, 10:30 AM**