

**Greater Portland City League Tennis Association  
Board of Directors Meeting  
Minutes, Thursday, March 16, 2023  
10:30 am, Irvington Club**

**Call to Order:** Joanne Reardon called the meeting to order at 10:32 am.

**Members Present:** Joanne Reardon, Patricia McKinnon, Kate Hunter, Jeanette Thomas, Joy Kolesnikoff, Penny Birkhofer, Patty Morrison, Kelley Gaylor, Linda Brumder attended in person, Elaine Sibley attended electronically.

**Members Absent:** Ellen Mulherin and Timothea Barnatan.

**Review/Approval of Minutes:** The February 16, 2023 minutes were approved as written.

### **Officer Reports**

**Joanne Reardon, President.** Joanne had nothing to report.

**Patricia McKinnon, Vice President.** Patricia reported that the brunch venue is set and soon, decorating and activities committees need to be assembled.

**Penny Birkhofer, Treasurer.** Penny reported expenses for Board meetings, the Captain's Brunch and a back-up post office box key which was given to Patricia McKinnon. Penny has the first post office box key.

**Elaine Sibley, Resolution Coordinator.** Elaine had nothing to report.

**Kate Hunter, Website Coordinator.** Kate reported 8 new players were added. The last day to add players is March 31. The home page will be updated to remind players that next year we are returning to the original format of 1 singles match and 5 doubles matches.

### **Old Business**

**New Team Requests:** Joanne reported she had received two requests for new teams: PTC wants a K team and WH wants a J team.

**Bylaws:** The Bylaws were reviewed and corrections made. Linda moved to approve the Bylaws as edited, seconded by Patty, all approved. Kate will post them on the website.

### **New Business**

**Oregon Business Registry: Annual Renewal:** Penny has submitted the forms. Penny is also putting together a handbook for the Treasurer to help clarify what needs to be done.

**Shout Outs:** No new shout outs were submitted so we will keep the same one posted.

## **Division Reports**

**Kelley Gaylor, E Division.** There was an issue with a facility not providing the adequate court time needed to complete a match.

**Joy Kolesnikoff, G Division.** Joy reported that a match had to be cancelled because of the snow and the two teams mutually agreed to a new match date.

**Elaine Sibley, S Division.** Elaine reported there is one match reschedule pending.

**Adjournment:** The meeting was adjourned at 11:23 am.

**Next Meeting:** Thursday, April 20, 2022, 10:30 am at The Irvington Club.

Minutes submitted by Linda Brumder, Recording Secretary.

Minutes approved on Thursday, April 20, 2023.