

**Greater Portland City League Tennis Association  
Board of Directors Meeting Minutes  
Thursday, March 19, 2026  
10:30 AM, Irvington Club**

**CALL TO ORDER:** Shannon Bilstrom called the meeting to order at 10:33 AM

**MEMBERS PRESENT:** Kate Hunter, Shannon Bilstrom, Stephany Mo, Cindy Dorado, Sue Agee, Patricia Morrison, Michelle Johnson, Penny Birkhofer, Linda Brumder, Elaine Sibley

**MEMBERS NOT IN ATTENDANCE:** Patricia McKinnon, Joy Kolesnikoff, Alisa Rakoz

**APPROVAL OF FEBRUARY 2026 MEETING MINUTES:** Approved as corrected.

**OFFICERS REPORTS:**

- **Vice President:** Shannon Bilstrom chaired the meeting in the President's absence-
  - **Team Requests:**
    - VTC has requested a G team for next year. Thus far, we have a formal request from WH for a J team and VTC for a G team. We have also received informal notice of the likely intent of CGM to request a J team. Teams have until April 13<sup>th</sup> to submit requests for new teams.
  - **New Board Members:**
    - Confirmed that clubs with board openings for next year have been notified: Lake Oswego, West Hills, Sunset, and Portland Tennis Center. Should any of these clubs decline, next in line would be Club Green Meadows, Mint Valley, Evergreen, and The Irvington Club.
    - The clubs with representatives rotating off are: West Hills, Lake Oswego, Club Green Meadows, and Mint Valley Club.
  - **Player Addition Request:** The MAC A captain requested a player addition in March. Website Coordinator, Kate Hunter, advised her that the player was already rostered on the VTC A team. The captains were then notified that this add would not be possible, as it is against the rules for a player to be rostered on two A-K teams. The player then asked for an appeal to the board to re-consider her case. Our policy exists for a multitude of reasons. The board found neither poor communication between players and their captains, nor a player's unfamiliarity with city league rules to be a compelling enough reason to make an exception to this rule.
- **Treasurer:** Kate Hunter- Expenses reviewed
- **Website Coordinator:** Kate Hunter-
  - 8 players have been added through the spring addition period since last month's meeting. One additional player addition was declined. (see above)

- The last day for the spring player addition period is March 27. Division Representatives will send an email to their Captains reminding them of this closing date.
- One player has reached the maximum 10 substitutions and Kate will confirm she has been notified.
- January and February minutes will be posted shortly.
- Important Reminders will remove a sentence about January and February and add the 4/13 deadline date to the team openings section.

**New Business:**

- Kate submitted next year's calendar for review and the board made revisions.
- Elaine requested contact info for board members be distributed among the board.

**Brunch Update:** Stephany Mo-

- Stephany will be meeting with Club Green Meadows next week to confirm brunch details. She would welcome any feedback or suggestions to bring with her to that conference.

**DIVISION REPORTS:**

- **F Division, Susan Agee:** A player inquiry regarding timed match policies was received and reviewed.
- **H Division, Stephany Mo:** Procedure regarding score input corrections was reviewed.
- **G Division, Shannon Bilstrom:** Several player addition process inquiries were managed. There was an incident regarding play of rostered players over subs that will be discussed next meeting.

The meeting was adjourned at 11:22 AM

**Next Meeting: April 16, 2026, Irvington Club, 10:30 AM**