

Greater Portland City League Tennis Captain Meeting Minutes

May 17, 2012

I. Call to order

Elaine Sibley called the Greater Portland City League Tennis Association board meeting to order at 10:39am on April 19, 2012 at Multnomah Athletic Club.

II. Roll call

Members present were: Sue Lucke, Susan Bozarth, Kelly Buhlmann, Antonia Green, Elaine Sibley, Debbie Johnson, Kazzie Young. Absent: Joan Carnerio, Betsy Ouchida, Wendy Weddle, and Nancy Osborne.

III. Approval of minutes from last meeting

DISCUSSION	Corrections were made to the April 19, 2012 minutes.
CONCLUSIONS	Moved, and 2 nd to approve the April 2012 minutes as corrected. Minutes approved unanimously.

Additional Minute Corrections:

DISCUSSION	Corrections were made to the March 15, 2012 minutes.
CONCLUSIONS	Moved, and 2 nd to approve the amended March 15, 2012 minutes as corrected. Minutes approved unanimously.

IV. Officer Reports:

President: Elaine Sibley

Proposed Board member replacements:

DISCUSSION	Proposed new board members for expiring and unexpired terms were presented. New board members are officially voted onto the board in June. VTC, THPRC, MPRC provided names for proposed board members. PTC has not yet responded. CGM, filling a one year unexpired term, TD filling unexpired term replacing Salem member, as Salem could not find a replacement. Extended discussion concerning qualifications for potential board members, including current proposed recommendation to restrict from board service, for at least one (1) year, any member not in good standing. A motion was made and 2 nd to not accept a proposed player and request a new player recommendation or pass on the board member position for this year. Motion passed unanimously.
CONCLUSIONS	Decision and request for new proposed board member will be communicated to facility and a re-contact of PTC for proposed board member.

2012-2013 Commitment Form

DISCUSSION	Updated Team Commitment Form was circulated, as we did not attach a form with our reminder this year and some captains requested one. Form will be converted to PDF and distributed.
CONCLUSIONS	Commitment form to be converted to PDF version and then distributed to division reps, to send out to team captains if they wish.

Vice President: Sue Lucke

Captains Brunch

DISCUSSION	Confirmation of gift certificate purchase from Players East and match with an additional certificate. Players West will be contacted for the same option. One case of balls will also be purchased, divided and given as door prizes. MAC member will take the lead on procuring
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	door prizes from MAC. Small coolers as division winner team prize were finalized with sample provided. Rubber flexible bag tags also found, the board selecting pink as this years color. A motion with 2 nd , to purchase the sample cooler and motion to purchase bag tags were made. Motions passed
CONCLUSIONS	Purchase of coolers and bag tags for all players of division winning teams and current and new board members will proceed. Total number for purchase will be determined once all division winners are final.

Treasurer: Kazzie Young **Financial Report**

DISCUSSION	Monthly financial report distributed and discussed.
CONCLUSIONS	Proposed amended budget to be voted upon at June meeting

Website Coordinator: Debbie Johnson

DISCUSSION	2012-2013 Schedule requests discussed. A new request from K division for no matches the week of the Indian Wells, PNB Paribas tournament was presented. Discussion included current, no scheduled match weeks, the ability for each club to identify non available dates and the difficulty in scheduling matches with additional restrictions. Moved and 2 nd to accept 2012-2013 schedules as presented. Motion passed.
CONCLUSIONS	Schedules will be created with current restrictions as presented.

Corresponding Secretary: Kelly Buhlman

a) G Division: TH1 vs. TH2 (illegal substitution)

DISCUSSION	Formal complaint submitted when TH1 acknowledged use of an illegal sub not on a City League roster. Motion with 2 nd , to assess TH1 G Team one (1) penalty point for using an illegal substitute and 1 point earned during match play for a total of 2 points assessed. Motion passed unanimously.
CONCLUSIONS	TH1 G Team assessed two penalty points and adjust official score sheet to reflect corrections.

b) Proposed Formal Complaint Process

DISCUSSION	Formal Complaint process with a Guidance Form to be completed by the team captain, prior to submitting a formal complaint was presented. Discussion included individual board member responsibilities in the process, content of the form and the recommendation related to restrictions for proposed new board members, as an addition to the bylaws. The Complaint process and form, if adopted, would be placed on the website to assist captains and division reps through the formal complaint process.
CONCLUSIONS	Complaint process and guidance form to be voted on at June 2012 meeting.

V. Division Representatives:

K Division: Sue Lucke

DISCUSSION	Letter from VTC, with reply regarding concerns of illegal subs used by CGM. Board discussed concerns and since no formal complaint has been made, board will view purely as informational.
CONCLUSIONS	Letter with response will be sent to Recording Secretary for archiving.

VI. Old business

a) **Archive Old Minutes** – Susan Bozarth

DISCUSSION	All documents are with digitizing company and should be ready by end of May 2012.
CONCLUSIONS	

b) **Hood River/The Dalles Substitution Status** – Elaine Sibley

DISCUSSION	Hood River and The Dalles provided their final decision, to remain as two separate clubs, understanding substitution rules will be implemented as they apply for all other clubs.
CONCLUSIONS	All correspondence for archiving.

c) **Liability Insurance**

DISCUSSION	Discussion of potential cost of insurance, and the need to get quotes to allow further investigation. Additional concern expressed on lack of board knowledge of what is actually required to protect individual board members.
CONCLUSIONS	All information/forms, will be send to Treasurer to complete forms and submit for a quote. Board member to investigate potential pro-bono consultation on E & O issues.

VII. **New business**

a) **Rules & Regulations Committee**– Debbie Johnson & R/R Committee

DISCUSSION	At June meeting, each rule will be discussed one at a time with additions/corrections/deletions, once voted upon changes will be final for this year. Regarding “Legal and Illegal player” suggestion both explanations should remain in the rules. Additional questions for clarity and intent were asked, with spelling corrections identified. Page 11 #1, last sentence in paragraph. Remove “from their club”, as long as player is not on any city league roster, clarifies lowest club may use players from other clubs as subs, as long as they are not on any City league team roster.
CONCLUSIONS	Board members were reminded to thoroughly read all changes to prepare for June 2012 meeting. Clarification with HR and TD their ability to use players from other clubs who are not on any City League team roster.

b) **Bylaws Committee**-Elaine Sibley

DISCUSSION	Proposed Board member qualifications: Potential Board members must be in good standing for one year prior to being proposed by a facility as a potential board member. Discussion of proposed Website Coordinator #7, return to Corresponding Secretary responsibility, Website Coordinator only assists. Add Rules & Regs chairperson to present new Rules & Regs at brunch, deleting from website coordinator.
CONCLUSIONS	Changes will be finalized at June meeting.

c) **Lake Oswego Court Time Limits**-Debbie Johnson & R/R Committee

DISCUSSION	Page 9 of Rules and Regs. Many options were discussed including new rule for suspension of match due to time, rescheduling match with same players at point where time ran out; Play 8 game pro-set if match starts after 2:00 pm; Ability of LOTC teams to purchase additional court time starting 30 minutes earlier versus at 3:00 pm; Club Pro suggested short set format; Do other clubs have severe time restriction or is it a single club issue? When teams come as visiting team expecting a retire, it is a City League concern; Solution must apply to all teams and be consistent across City League.
CONCLUSIONS	Work on language and investigate short set format and/or other options to consider. Continued discussion with resolution at June meeting.

d) Stafford Hills Club-Elaine Sibley

DISCUSSION	Proposal distributed from Stafford Hills club requesting approval of an interim competitive match structure for club members who may not have a City League team on which to play. Stafford Hills will create at various levels not available to them through City league, teams for non-official competitive matches. City League teams will be invited to play informal matches at the SHC facility, not to compete with City League season. The proposal was discussed with no objections identified. Potential divisions for 2 SHC teams are ACF/HJK and will be communicated to them. Final decision for any additional teams must be made after hearing from all facilities on court availability, and after any current teams do not submit a commitment form and confirm they can not field a team for next year.
CONCLUSIONS	Additional team decisions cannot be made until after above information is obtained. Decision on their proposal and potential team divisions will be communicated to SHC management.

e) Team Commitment-Antonia Green

DISCUSSION	Concern expressed for facilities who make team decision prior to the May 31 st team commitment deadline, and issue of teams late identification of their inability to recruit enough members for a team, resulting in a team dropping out in July. Suggestion of higher commitment fee or requiring commitment fees as early as 5/1 as opposed to 5/31, to have team additions decisions to clubs in May.
CONCLUSIONS	Formal proposal will be submitted for the June meeting.

VIII. Tabled business

IX. Adjournment

Elaine Sibley adjourned the meeting at 1:37pm.

Next meeting: June 7, 2012, 9:30 AM to 2:30 PM

Minutes submitted by: Susan Bozarth, Reporting Secretary

Minutes edited by: Elaine Sibley, President

Minutes approved on: June 7, 2012