

**Greater Portland City League Tennis
Board Meeting Minutes
October 19, 2017**

I. Call to order

President Barbara Farmer called the Greater Portland City League Tennis Association Board meeting to order at Multnomah Athletic Club at 10:38 am.

II. Roll call

Present: Barbara Farmer, Kim Stevens, Mary Klinger, Marilyn Smith, Barb Schmitz, and Linda Brumder
Absent: Jennie Lee, Sydney Taggart, Nikki Nadig, Penny Birkhofer, Jian Xu, Patricia McKinnon

III. Approval of minutes from last meeting

Recording Secretary: Barb Schmitz

DISCUSSION	Minutes of September 21, 2017. Format and detail were discussed.
CONCLUSIONS	Wait until November meeting to approve Sept. 2017 minutes.

IV. Officer Reports:

President's report: Barbara Farmer

DISCUSSION	See New Business
CONCLUSION	

Vice President's report: Nikki Nadig

DISCUSSION	No Report
CONCLUSIONS	

Treasurers Report: Kim Stevens

DISCUSSION	Two bills to be paid – Web site Coordinator and September Board Meeting Lunch
CONCLUSIONS	Budget was approved.

Resolution Coordinator Patricia McKinnon – via Conference Call re: Formal Complaint

DISCUSSION	Complaint received re: E Division - Stafford Hills complaint against MAC, re: Sportsmanship. A motion to give no penalties and to send a letter to both teams regarding sportsmanship was made by Marilyn Smith and 2 nd by Mary Klinger.
CONCLUSIONS	Motion passed. Reps from named clubs abstained from the vote. A letter will be sent to both clubs regarding sportsmanship by Patricia McKinnon.

Website Coordinator: Marilyn Smith

DISCUSSION	Have received e-mails re: Deleting players now on roster.
CONCLUSIONS	Remind captains that this must take place at mid-season registration.

V. Division Rep. Reports: No Division Reports

VI. Old Business

Barbara Farmer

DISCUSSION	1. A Review of double booking requirements for clubs with several teams is needed.
CONCLUSIONS	An ad hoc committee was established. Will also review wait list for new team addition - rules and guidelines. The committee consists of Debbie Johnson, Barb Farmer, Patricia McKinnon, Nikki Nadig, Marilyn Smith and Mary Klinger.
DISCUSSION	2. Shout Outs Reminder – for “Compliments made”.
CONCLUSIONS	Marilyn will send out explanation reminder to be emailed to Division Reps
DISCUSSION	3. Adding new teams – Wait List on web site
CONCLUSIONS	Marilyn will remove New Team Wait List from web site until rules have been reviewed.

VII. New Business -

DISCUSSION	Process on filing a formal complaint was discussed.
CONCLUSIONS	Patricia will develop a statement on how and when to file a formal complaint.
DISCUSSION	Board role in handling situations and questions.
CONCLUSIONS	Division reps to encourage captains to try to resolve questionable situations that arise with opposing teams/captains.
DISCUSSION	Data retrieval and storage needs to be digitized and stored on drive so everything is more organized.
CONCLUSIONS	Jian Xu has agreed to work on our data retrieval and storage.

Adjournment:

President Barbara Farmer adjourned the meeting at 12:05 pm

Next meeting: November 16, 2017

Minutes submitted by: Barb Schmitz

Minutes approved on: November 16, 2017