

**Greater Portland City League Tennis Association  
Board of Directors Meeting Minutes  
Thursday, October 16, 2025  
10:30 am, Irvington Club**

CALL TO ORDER: Patricia McKinnon called the meeting to order at 10:38 am

MEMBERS PRESENT: Patricia McKinnon, Linda Brumder, Kate Hunter, Cindy Dorado, Shannon Bilstrom, Penny Birkhofer, Alisa Rakoz, Stephany Mo, Michelle Johnson

MEMBERS NOT IN ATTENDANCE: Patty Morrison, Joy Kolesnikoff, Susan Agee

APPROVAL OF SEPTEMBER 2025 MEETING MINUTES:  
Approved as corrected.

**OFFICERS REPORTS**

- A. **President** - Patricia McKinnon –
- Shannon Bilstrom was approved as Vice President.
  - Stephany Mo will chair the 2026 Captains Meeting Brunch. Club Green Meadows will be booked for Wednesday, August 12.
- B. **Treasurer** – The Budget Report was presented by Kate Hunter. Alisa suggested that we no longer pay for a monthly Zoom subscription since we aren't using it. It was agreed to cancel the Zoom subscription.
- C. **Website Coordinator** – Kate Hunter - Have added 86 players since brunch in August; captains may request players be added to their teams through Friday, October 24<sup>th</sup>.

**Double-Rostered Players.** It was discovered that three players were rostered on two teams. One occurred during the Summer Registration period and was not addressed at that time. The player was given the opportunity to choose which team she wanted to play on. Her name was removed from the other roster.

Two players were added to a second team after the season started. While the board knows this was not intentional, each player needs to remain on her original team and each was removed from the second team. Players may be transferred to a different team during the Mid-Season Roster Update Period, January 9-11, 2026. Captains adding players during the Fall or Springs Player Addition Period should always ask the player if she might be rostered on another team. If needed, this can easily be checked by contacting the Website Coordinator before requesting the addition.

## **OLD BUSINESS**

**Player Additions.** The Board discussed increasing the number of players that can be added during the Fall and Spring Players Addition Periods. It was suggested the number be increased from 3 to 5. The Rules Committee will review and present for approval for next spring.

**5.0 Rated Players.** A further request for review of placement of 5.0 rated players was received. The original intent of the rule was for placement on the highest A or B team available at the club. The rule will be addressed by the Rules Committee and be presented for approval in the spring.

**Substitute Report.** The Substitute report on the Captains Page is showing substitutes for all divisions at a club. The question was raised about whether the report should reflect only substitutes for each specific team. Board members agreed the report should show only subs for each team. Kate will check with Olga on whether it is possible to easily change this.

## **NEW BUSINESS**

**Insecure Website.** Michelle asked why the City League website is Not Secure. This is displayed in front of “cityleaguetsennis.org” in the address bar at the top of a web browser. Kate will check into this with our web administrator.

## **DIVISION REPORTS**

**C – Michelle Johnson.** A home captain did not confirm match format as required one week prior to the match. An email was sent advising them it is a CL rule. It is detailed in the Rules and Captains handbook. Reminders are also on the homepage.

**H – Stephany Mo.** Glendoveer was unable to provide courts for a match on their schedule against Vancouver Tennis Center. VTC was able to assist and schedule the match with the home and away dates reversed. Captains and clubs were confirmed and the website updated.

Meeting Adjourned at 11:55 am.

**Next Meeting: Thursday, November 20, 2025, Irvington Club, 10:30 am**