

**NOTE:** *The resolutions in these minutes were approved by the USTA NorCal Board of Directors on April 19, 2023. These minutes were approved by the Committee on May 25, 2023.*

Suzy Cossette, chair of the Sanction & Schedule Committee, called the meeting to order at 7:00 pm and roll call was conducted. The meeting was held by Google Meet video conference.

**Committee Members Present:** Suzy Cossette (Chair), Mark Fairchilds, Andrea Norman, Luis Reis, Jon Toney, and Scott Winn.

**USTA NorCal Staff Present:** Tommy Tu, Joanna Broda-Schnuck, and Michelle Wilson

**1. Approval of September 2022 Minutes.** The Committee considered approval of the minutes of the meeting held September 22, 2022. The following motion was duly made by Andrea Norman, seconded Luis Reis, and **approved** by a vote of 5 in favor, none opposed, and no abstentions:

**RESOLVED:** That the minutes of the Sanction & Schedule meeting held and September 27, 2022 be approved as presented.

**2. Approval of January 2023 Minutes.** The Committee considered approval of the minutes of the meeting held January 27, 2023. The following motion was duly made by Jon Toney, seconded Scott Winn and **approved** by a vote of 5 in favor, none opposed, and no abstentions:

**RESOLVED:** That the minutes of the Sanction & Schedule meeting held and January 27, 2023 be approved as corrected.

*Mark Fairchilds joined the meeting after approval of the minutes.*

**3. Staff Report.** The NorCal staff reported the following:

- The Board and the Executive Committee approved all tournaments recommended by the Committee since its last meeting.
- Staff is aware of some rules violations and is in the process of preparing reports for review by the Committee.
- Johanna Broda-Schnuck advised the Committee that the May 12-14 Adult Tournament to be hosted by Diamond Hills can't be held in this date block, due to staff changes. With no objection from the Committee, she will be working with the organization to find an alternate date.
- Johanna Broda-Schnuck also advised the Committee that the March 10-12 Adult Tournament to be hosted by Laguna Creek was cancelled due to rain. With no objection from the Committee, he will be working with the organization to find an alternate date.
- Tommy Tu also advised the Committee that two Level 6 Junior Tournaments that were to be hosted by Rollingwood YMCA were cancelled due to rain. With no objection from the Committee, he will be working with the organization to find alternate dates.

**4. Adult Tournament Bids for 2023.** The Committee went into closed session. When the Committee came out of closed session, the following was agreed to be reported in the public minutes:

Following discussion of applications submitted, the following motion was duly made by Jon Toney, seconded by Mark Fairchilds, and **approved** by a vote of 6 in favor, none opposed, and no abstentions.

**RESOLVED:** That sanctions for the 2023 Adult Tournaments listed on Exhibit A are hereby recommended to the USTA NorCal Board for approval.

**RESOLVED FURTHER:** That the Levels of any Adult Tournament may be adjusted by the appropriate competition committee, as needed.

**5. Junior Tournament Bids for 2023.** Also in closed session, the Committee reviewed and discussed applications for Junior tournaments submitted. When the Committee came out of closed session, the approved resolution was authorized to be reported as part of the minutes of the meeting.

Following discussion of applications submitted, the following motion was duly made by Andrea Norman, seconded by Luis Reis, and **approved** by a vote of 6 in favor, none opposed, and no abstentions.

**RESOLVED:** That sanctions for the 2023 Junior Tournaments listed on Exhibit B are hereby recommended to the USTA NorCal Board for approval.

- 6. Tournament Rain Outs & Entry Fee Refunds.** Also in closed session, the Committee reviewed and discussed issues related to timely refunds of entry fees following recent rain out.
- 7. Rain Outs & Authority to Cancel in Advance.** The Committee reviewed the policies related to cancelling tournaments due to inclement weather, and whether a tournament can be cancelled in advance if the forecast indicated the tournament could not be held. While the USTA NorCal Adult and Junior Tournament Regulations have specific policies for cancellation once a tournament has started, the Sanctioning Agreement also provides the ability for staff to approve a cancellation request made by a sanction holder.

There being no further issues or discussion to come before the Committee, the meeting was adjourned by unanimous vote at 8:26 pm.

**EXHIBIT A - Adult Tournament Sanctions**

<b>Date</b>	<b>Level</b>	<b>Divisions</b>	<b>Events</b>	<b>Organizer</b>	<b>Director</b>	<b>Location</b>	<b>Courts</b>	<b>Draw Limit</b>
June 17-18	6	Adult NTRP 18+ 5.0 and 5.5	Singles	Washoe Tennis Club	Chad Twedt	Reno, NV	6	8
June 17-18	6	Adult NTRP 18+ 5.0 OR 5.5	Singles	Washoe Tennis Club	Chad Twedt	Reno, NV	6	16
September 22-24	6	Adult NTRP 18+ 2.5-5.0	Singles, Doubles & Mixed	Mission Hills Racquet & Swim Club	Phil Graham	Fremont	13	32
October 11-15	4	Men's & Women's Open	Singles	Lifetime Activities	Alison Vidal	San Francisco	9	32

**EXHIBIT B - Junior Tournament Sanctions**

<b>Date</b>	<b>Level</b>	<b>Divisions</b>	<b>Events</b>	<b>Organizer</b>	<b>Director</b>	<b>Location</b>	<b>Courts</b>	<b>Draw Limit</b>
May 14	Level 7	BG12-14	Singles	Cudny Tennis Academy	Witold Cudny	San Jose	6	8
June 17-18	Level 6	BG12-18	Singles	Rollingwood YMCA	Matt Brunner	Fair Oaks	10	16
June 18	Level 7	BG12-14	Singles	Cudny Tennis Academy	Witold Cudny	San Jose	6	8
September 2-3	Level 6	BG12-16	Singles	Round Hill CC	Nicholas Ballou	Alamo	8	8
Sept 30-Oct 1	Level 6	BG12-18	Singles	Rollingwood YMCA	Matt Brunner	Fair Oaks	18	16
October 7-8	Level 6	BG12-18	Singles	Sierra View CC	Steve Dunmore	Roseville	6	4
October 21-22	Level 6	BG12-18	Singles	Rollingwood YMCA	Matt Brunner	Fair Oaks	10	16