

4/20/2005

USTA Northern California Board of Directors
Minutes of Meeting of April 20, 2005
ClubSport Fremont

Attendees: Dave Sperry, Andrea Norman, Sandi Kaney, Fred Tierney, Terry Cossette, Don Jacobus, Patrick King, John Frank, Jack Drimmer, Dale Evans, Dwight Johnson, Bruce Hunt, Margie Peterman, Bill Schoen, Randy Becker, Rosie Bareis Betty Cookson, Gary Lee, Bill Hansen, Deb Petersen, Jean Hassoun, Paul Kepler, Mark Manning, Lisbeth Blum, Phillip Stromer (board members) and Pam Sloan, John Dicconson, Lisa Walker, Valena Williams Jr., Jim Coyne, Karen Leischer, Suzie Cossette (guests).

Moved and seconded to approve the minutes. Only change was request to add actual words of resolution d as follows:

WHEREAS, on February 7, 2005 the Adult Tournament Committee passed the following resolution: "In a limited draw tournament, the tournament committee reserves the right to choose 25% of entries at their own discretion, but the remaining 75% must be selected randomly."; and,

WHEREAS, the resolution does not state whether a Tournament Committee's right to choose 25% of the entries applies to the entire tournament or each draw; and

WHEREAS, the resolution does not specify the effective date of the resolution.

NOW, THEREFORE BE IT RESOLVED: that, effective immediately, in a limited draw Adult Tournament, the Tournament Committee may select up to 25% of the entries of each draw at their own discretion and the remaining 75% of the entries shall be selected by lot. In the event the Tournament Committee selects fewer than 25% of the entries, all remaining entries shall be selected by lot.

RESOLVED FURTHER: That this new rule become part of the 2005 Standard Adult Tournament Rules and such revised rules shall be published to the USTA NorCal Website; and

RESOLVED FURTHER: That the Director of Adult Tournaments shall inform all tournament directors of 2005 Adult Tournaments with limited draws of the new rule and the immediate effective date; and

RESOLVED FURTHER: That the Director of Adult Tournaments shall notify the USTA NorCal Officials Committee of the new rule and the immediate effective date and request that all USTA NorCal Referees be educated on the new rule and immediate effective date.

Minutes approved with the addition of that item.

Lisa Walker, facilitator, presented a summary and debriefing of the Board/Staff/Chair retreat which was held on April 2.

Jack Drimmer gave the Treasurer's report. Our revenue vs. expenses are above the 2005 budget at the end of the 1st quarter. This is because we have booked more tournaments but participation in these tournaments is down. Expenses are down because we have not spent as much as projected but these expenses may be incurred later.

John Frank explained how USTA NorCal will be receiving payments from USTA National. Most additional payments will be based on increased participation and membership.

Fred Tierney asked if grant committee gives a grant, is the money automatically given to the grantee or is there someone or some committee who also approves or reviews the grant. Jack said at this time there is no review at this time. There is no one who can challenge this now. Can directors challenge? Probably yes but since we have parameters of who should receive the moneys, we should probably not challenge staff or the committee unless there is some abuse. We should always ask "How will the mission of the USTA Norcal be furthered." We then evaluate if the mission was accomplished.

Budget committee also has oversight on the new Fundraising effort. This was done at a meeting in April and is reported in the packet on the purple forms. There was further discussion of the Fundraising committee report after all staff but the Executive Director were asked to leave.

Committee Decisions

Ad Hoc Committee recommendation

Fred Tierney presented the results of the committee proposal that was prepared by staff member Karen Leischer.

Andrea Norman moved and Sandi Kaney seconded a motion to approve the proposal so that it can be forwarded on to National. Motion was approved unanimously.

Motion to accept Action item C, Item 1.. Andrea moved and Don Jacobus seconded the motion to ask for a special meeting to approve the bylaw amendments. Passed 13-5.

Moved to approve all amendments, except those we have questions on. 15 –2.

Amendment 1 approved 17 -1.

Amendment 2 – Question called 16- 0.
Vote 15-4 in favor

Amendment 4
Including email addresses and phone numbers as well as contact name.
Approved as modified 19 – 0

Amendment 5 - withdrawn until committee reevaluates amendment – changed to a 2/3 vote of those present and vote at next meeting.
Passed unanimously

Amendment 12
Passed 14 – 2

Amendment 16
Questioned called
Passed 15- 2

Amendment 17 – moved Andrea, seconded Fred – changed to next regular meeting – all else the same – passed 13-1

Amendment 20 – passed with changes - Deleting Junior council but adding Junior tennis.
Passed 18 – 1

Action item D
Moved by Paul Kepler and seconded by Jean Hassoun.
Moved to call question and it was not passed

Motion to adjourn passed.

11:00 pm

Submitted by Bill Schoen, Secretary

BOARD OF DIRECTORS' MEETING AGENDA

Wednesday, April 20, 2005
ClubSport Fremont
46650 Landing Parkway
Fremont, CA 94538

Directions: Driving South on 880, take the Mission Blvd/Warren Ave Exit.
Continue on W. Warren and turn right on Landing Pkwy.
Driving North on 880, take the Gateway Blvd Exit. Continue on Gateway Blvd
and turn right on Bayside Pkwy. Bayside turns into Landing Pkwy

- I. Food and Beverage—6 PM
- II. Call to Order—6:30 PM
- III. Introduction of Guests
- IV. Public Comments-10 minutes, 2 minutes per speaker
- V. Approval of Minutes

- VI. Lisa Walker with follow up on April 2 Board/Chair/Staff Retreat
- VII. Treasurer's Report
 - A. Monthly Financial Statements (Green)
 - B. Monthly Grants (Red)
 - C. Budget Committee Quarterly Report on Fundraising (Purple)
- VIII. Committee Decisions/Reports—Ad Hoc Committee Proposal Package (Yellow)
- IX. Executive Committee Activities
- X. Action Items (Blue)
 - A. Request to Approve the Ad Hoc Committee Proposal Package to USTA-see yellow document used for committee report
 - B. Challenge of Adult League Committee Motion of March 2005
 - C. Bylaw Amendments
 - D. Multicultural Participation Funding
 - E. Permanent Office Directive
 - F. Annual Report by Executive Director About Action Steps to Grow Tennis
- XI. President's Report
- XII. Delegate's Report
- XIII. Executive Director's Report
- XIV. Old Business
- XV. New Business—Director's Impressions of 2005 USTA Annual Meeting if Time Permits
- XVI. Adjournment of Meeting

Next Regular Meeting: Wed., May 18 at ClubSport Fremont

Mission: To Promote and Develop the Growth of Tennis

Vision: 30 Million Tennis Players by 2010

Action Item A will be in the packet. Ad Hoc Committee Requests Approval of Proposal Package to be Sent to USTA

April 2005 B

From: Philip Stromer [philip@stromer.com]

Sent: Tuesday, March 15, 2005 3:20 PM

To: Bruce Hunt

Cc: Deb Petersen; Mark Manning; Dwight Johnson

Subject: FW: Recent ALC action item

Three directors (myself, Deb Petersen, and Mark Manning) are challenging the following ALC decision to bring it up for a full vote of the board. The ALC decision referenced below appears in the "Committee Decisions" packet presented to the board at the March 2005 meeting.

We believe that staff should implement the rules; any interpretation or clarification of the rules should be done by the ALC, and not by staff.

Thank you.

Philip Stromer

"A motion was made and seconded to give the SLC authority to interpret for the purpose of clarification the LLAR's without changing the wording. Effective immediately. - Passed 8-0"

Staff Comment: It is almost impossible to read words and reach a conclusion about what the words mean without being able to interpret the words. This challenge seems to limit the ability of the SLC to implement the rules and to administer the leagues.

Bylaw Amendments

April 2005 C

Presenters: Andrea Norman, Don Jacobus, Mark Manning, Mike Mee

Statement of Action Item:

1. Approve a resolution, pursuant to Article V, Section B. of the Bylaws, to call a special meeting of the Organization Members on June 15, 2005 at 6:30 pm, immediately preceding the regular Board meeting schedule for that date.
2. Consider, by resolution, whether the Board is in support of or in opposition to each of the Bylaw

amendments proposed by the Constitution and Rules Committee and previously distributed to the Board on March 9, 2005.

To aid in the process, it is recommended that the proposed resolutions take one of the following forms:

RESOLVED, that the Board recommend support of Bylaw amendment #____.

A vote resulting in defeat of this resolution would result in the Board recommending opposition to the Bylaw amendment.

or

RESOLVED, that the Board recommend opposition to Bylaw amendment #____.

A vote resulting in defeat of this resolution would result in the Board recommending support of the Bylaw amendment.

Pursuant to Bylaw XII, Section B, all proxies made out in blank or to the Association, the secretary of the Association, or a staff member of the Association, either by name or title, shall be voted in accordance with the recommendations approved by resolution.

Rational for Action:

These two proposals will facilitate the consideration of the Bylaw amendments proposed by the Constitution and Rules Committee at a special meeting of the Organization Members.

Fiscal Impact: The cost to send out the information for the Special Meeting instead of having the vote during the Annual Meeting will be minimal. An extra set of labels and envelopes will be used. This amounts to less than \$200. The postage for the mailing would have been spent whenever we held the vote. Staff time will be used to compile two mailings instead of one.

Staff Comments: It makes sense to focus on the bylaws at a special meeting early in the year in order to make the proposed clarifications and changes.

Action Item D will be in the packet. The item was submitted as a hard copy.

April 2005 E

Presenter: Bruce A. Hunt, Executive Director

Statement of Action Item: To determine if USTA NorCal should seek a permanent location for our section office that would allow the section to build equity through ownership or should we continue to lease our office space. Our current lease expires 2/28/2007.

Rationale for Action: We currently spend approximately \$78,000 on our annual lease. We also spend about \$3,500 annually for meeting space to hold Board meetings. In addition, we spend over \$10,000 for food and beverage at the Board meetings. If we owned a permanent location with an appropriately sized conference room, we could begin to build equity in our office and reduce our other meeting expenses. Other committees could use the conference room as well and eliminate or reduce their meeting expenses. We spend over \$80,000 every year for office and meeting space and we have no equity to show for the expense.

We currently spend over \$10,000 a year on court fees for adult league and junior team tennis events. We also spend about \$5,000 a year in lodging to travel to the events where the courts are located. If we had enough tennis courts near the office location or part of the office complex, we could save some of this \$15,000.

Four other USTA Sections, Midwest, Middle States, Southern and Texas, own their own offices. They do not have tennis courts on site.

Fiscal Impact: The objective would be to take the same annual amount of funds spent for office and meeting space and use that to fund a mortgage on a permanent office location. A down payment could be made using the excess funds above our required reserve amount. We would determine what type of property these amounts would allow us to buy and decide if that was adequate for our needs.

Staff Comments: It makes more sense to be an owner than a renter forever. We have been paying rent for over 50 years now. We should assume that we will be in business for at least 50 more years. The USTA is over 120 years old.

April 2005 F

From: WKepler@aol.com

Sent: Wednesday, April 06, 2005 4:29 PM

To: hunt@norcal.usta.com

Subject: Action Item

To require as part of the Executive Director's annual presentation to the Board regarding action steps he/she will take to Promote and Develop the Growth of Tennis, the Executive Director identifies the THREE most important actions he/she intends to take. These actions need to be quantifiable and measurable in terms of their impact on Tennis Participation in the Northern California Section; and accountability standards need to be established for each action step.

In 2005, these three action steps will be presented to the Board on April 20.

Presenters: Jack Drimmer, Paul Kepler, Margie Peterman and Rosie Bareis (added April 14)

Rationale: To ensure the most important action steps the Executive Director takes annually to Promote and Develop the Growth of Tennis are highlighted and thoroughly discussed by the Board and that clear standards of accountability are established for each action.

Fiscal Impact: Unknown

Staff Comment: The mission of the USTA is to promote and develop the growth of tennis. The vision of the USTA is to have 30 million tennis players by 2010. The participation survey conducted by the USTA and the Tennis Industry Association identifies 3 R's of participation: recruitment of new players, retention of current players and recovery of lapsed players. The USTA has identified four programs as level one strategic priorities: multicultural participation, community tennis, high performance/professional circuits and US Open/US Open Series. I have selected five actions from the key performance indicators that our staff developed from the 2005 USTA NorCal budget as the most important actions that our staff intends to take.

Action: Multicultural Participation

Activities: Execute the 20 grants to individual players and programs serving the community; award 7 college scholarships to multicultural junior players; produce 3 outreach events, produce 5 workshops, provide funding to 4 emerging programs/coaches, provide funding to 3 players, managers or apprentices, provide funding to 5 established excellence programs and coaches. Sharon Smith-Mauney is the Director for this action. These activities will recruit and retain players.

Action: Community Tennis

Activities: Conduct school programs that introduce tennis to elementary, middle and high school students. These programs would include in-service training for teachers, assemblies for student and after school programs. The school programs would be linked to a Tennis Welcome Center or other tennis facility that offers continuing tennis programming for juniors. Craig Stephens is the Director for this action. These activities will recruit new players.

Action: Community Tennis and Junior Tennis

Activity: Promote junior team tennis leagues using both teaching professionals and volunteers trained as recreational coaches to administer the leagues. We have identified 38 sites that hosted junior team tennis in 2004. Craig Stephens and Jim Coyne are the Directors for this action. These activities will recruit, retain and recover players.

Action: Adult Leagues

Activity: Promote and market our 2005 leagues so that we meet our player and income numbers set in the 2005 budget. Bob Manalo is the Director for this action. The leagues will recruit, retain and recover players.

Action: High Performance/Pro Circuits and US Open/US Open Series

Activity: Conduct community awareness and outreach events at every Pro Circuit and US Open Series event held in Northern California. Sharon Smith-Mauney, Karen Leischer and Craig Stephens are the Directors for this action. These events will recruit, retain and recover players.