

**USTA Northern California Board of Directors  
Minutes for Meeting of October 18th, 2006  
Held at the Four Points by Sheraton in Pleasanton**

**Board Members Present:** Rosie Bareis, Terry Cossette, Dale Evans, Hunter Gallaway, Bill Hansen, Jean Hassoun, Rick Kepler, Sherri Nordahl, Margie Peterman, Deb Petersen, Micheal Quintana, Francisco Ruiz, Bill Schoen, Pam Sloan and Fred Tierney.

**Past-Presidents Present:** Liz Blum, John Frank, Don Jacobus, Paul Kepler and Mark Manning.

**Other Officers Present:** Michael Harrison (General Counsel) and John Togasaki (Parliamentarian).

**Staff Present:** Steve Leube (Interim Executive Director), Bob Manalo (Adult League Director), Sharon Smith-Mauney (Director of Diversity).

**Guests:** Arthur Amador, William Ball, Suzy Cossette, Ron Denevi, Mike Dickey, Patrick King, Madhu Kohli, Mark Mosley, Bob Roston and Valena Williams Jr,

The meeting of the USTA Northern California Board of Directors was called to order by President Margie Peterman at 6:35PM.

**Public Comments:**

Bob Roston expressed his support for the Split Step Tournaments. He also asked NorCal to consider expanding the one-weekend tournaments and to allow communication between the players and their parents at the end of each set.

Arthur Amador (Mission Tennis Association, Director of Split Step Tournaments) introduced himself as a tennis promoter in the San Francisco community (YTA, ...) and cited awards that he received from several organizations.

Billy Ball (on behalf of Mission Tennis Association) expressed his support for Arthur Amador and testified on Arthur Amador's character.

**Approval of Meeting Minutes**

[1] 10/13 Meeting: Mark Manning (seconded by Terry Cossette) motioned to approve the minutes as corrected (Spelling of Sherri Nordahl's name). Passed 11/0.

[2] 9/27 Special Meeting: Mark Manning (seconded by Bill Hansen) motioned to approve the minutes as corrected (Addition of Erika Smith in Constitution and Rules Committee). Passed 15/0.

[1] 10/13 Meeting (Executive Session): Mark Manning (seconded by Terry Cossette) motioned to approve the minutes. Passed 12/0.

**Action Item A: Conflict of Interest Policy and Procedures.**

A detailed discussion provided edits to the proposed document.  
See appended version of the document.  
Margie Peterman (seconded by Mark Manning) motioned for the Board to adopt the amended Conflict of Interest Policy. Jean Hassoun read it before the vote.  
Motion passed 15/0.

**Action Item B: New USTA NorCal Code of Ethics.**

Liz Blum and Jean Hassoun (original presenters of this action item), raised the issue that the Board already voted in its August meeting against the proposed Code of Ethics, and that only the second part of the action item had be tabled, so this action item was invalid.  
Margie Peterman motioned for the Board to bring back that action item to the table.  
Motion failed 5/7.

**Action Item C: Defining that it should mean to be present at a Board meeting.**

Jean Hassoun (seconded by Fred Tierney) made the following motion:  
Will be recorded as having attended any given Board meeting any member who is present for either two hours or half of the meeting duration, whichever is shorter. This defines a minimum attendance requirement and in no way changes the expectation that a Board member will attend all the meetings in their entire durations.  
Mark Manning called the question. Passed 13/1.  
Motion passed 16/2.

Note (not included in the motion by stated during the discussion): Board members coming late or leaving early need to check in with either the executive director or the secretary.

**Treasurer Report**

Paul Kepler (seconded by Mark Manning) motioned to increase the budget by \$5000 for support of the Junior programs. Passed 15/0.  
Paul Kepler stated that the final 2007 budget will be presented to the Board before being submitted to the organizations.

**Executive Committee Report**

Margie Peterman presented the decision of the Executive Committee to support the Sanctions Committee in the suspension of the Mission Tennis Association's tournaments for 2006 and to not grant any 2007 tournament sanction until the situation in the association was clarified.

Jean Hassoun presented to the Board evidences that the Mission Tennis Association was clearly clarified (Association Meeting minutes, copy of the MTA Bylaws) and then (seconded by Fred Tierney) motioned to revert to decision of the Committee Decision to cancel the sanctioning of the remaining 2006 tournaments run by the Split-Step / Mission Tennis Association organizations, and to put on hold

any decision for the 2007 Sanction applications until after NorCal can monitor how the remaining 2006 tournament is run.

Micheal Quintana called the question. Passed.

Motion failed with a 6/12 vote.

Micheal Quintana (seconded by Sherri Nordahl) motion to have Mr Greg Dillon come to the next Board meeting so the Board could hear both sides of the story.

Mark Manning proposed the amendment to allow the remaining November tournament to run under the Split Step association, after getting the agreement from Mr Dillon. Amendment passed 13/3.

Motion as amended passed 12/4.

### **New Business**

Margie Peterman reported that Linda Peltz submitted a letter to ask the Board to be reinstated after 4 absences. Margie Peterman stated that the Bylaws required that letter to be submitted after the 4 absences.

Rick Kepler (seconded by Pam Sloan) motioned for the decision to be tabled until the November meeting. Passed.

### **Executive Session:**

Motion to go in an executive session. Passed by an 8/2 vote at 10:51PM.

Respectfully submitted  
Jean Hassoun, Secretary

Board returned to a public session at 1134M.

### **Motions from the Executive Session made public by a vote from the Board:**

Bill Hansen (seconded by Rosie Bareis) motioned to remove Jean Hassoun as Secretary of the Board and to receive a strong reprimand.

Bill Schoen was elected to serve as Secretary of the Board.

Meeting was adjourned at 11:36AM

Respectfully submitted  
Jean Hassoun, Board Member

## United States Tennis Association Northern California ( NorCal )”

### Conflict of Interest Policy and Procedures

Any member of the NorCal Board of Directors or any of its Committees shall disclose his or her financial interest in any matter pending before the NorCal Board of Directors or any of its committees and shall refrain from voting on any decision related to such matter.

- 1. Disclosure:** Any member of the USTA NorCal Board of Directors or any of its Committees shall disclose his or her financial interest in any matter pending before USTA NorCal.  
He or she shall also disclose any affiliation with any party applying for a grant, tournament, etc. whether the relationship is through family, business or other ties.
  
- 2. Recusal:** Any member of the USTA NorCal Board of Directors or any of its Committees shall disqualify himself or herself from making, participating in making or using his or her official position to influence the making of that decision.
  
- 3. Recording:** Any conflict of interest situation must be declared and recorded in the official records (minutes) of the committee or the Board of Directors making that decision.
  
- 4. Ratification:** Any decision where a conflict of interest situation was disclosed must be ratified by the USTA NorCal Board of Directors and recorded in their Board minutes.