

## MINUTES

<b>IN ATTENDANCE</b>	Karen Chen (left meeting at 7:30pm and rejoined at 9:25pm), Gordon Collins, Joshua Conlin, Suzy Cossette, Anoosh Davoudzadeh (joined at 7:20pm), Ray Hixson (Vice President), Cheri King, Bryn Powell, Luis Reis (left meeting at 7:04pm and rejoined at 9:40pm), Jason Scalse (President), Pam Sloan, Sandy Tompkins, Jack Walker (Treasurer), Keith Wheeler (Delegate & Parliamentarian), Scott Winn (joined at 7:04pm). Note: this resulted in a difference of vote counts throughout the meeting.
<b>ABSENT</b>	Martha Ehrenfeld
<b>ADVISORY DIRECTORS</b>	Christine Costamagna, Andrea Norman, and Alvin Hom
<b>NORCAL STAFF</b>	Interim Co-Executive Directors Alison Vidal and Darren Wenger
<b>LEGAL COUNSEL</b>	Jonathan Madison, Esq., The Madison Firm
<b>GUESTS</b>	None
<b>CALL TO ORDER</b>	6:35 PM

### I. Approval of Agenda

MOTION	SECONDED	PASSED
No motions to change the agenda.		

### II. Public Comments

<b>DISCUSSION</b>	President Scalse asked staff if there were public comments submitted. Interim Co-Executive Director Wenger confirmed receipt of one public comment from Jackie Fenton regarding disappointment in the decrease in adult tournaments over the past years. Ms. Fenton would like to see more tournaments offered. Advisory Director and USTA Chair of Adult Tennis, Ms. Costamagna, shared that due to the pandemic and changes with alignment and rules it will take time to get back up and running tournaments. Interim Co-Executive Director Vidal will be reaching out to Ms. Fenton to discuss the issue.
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### III. Election of Secretary

<b>DISCUSSION</b>	President Scalse updated the board that Martha Ehrenfeld has stepped down as Secretary of the Board, resulting in the need to elect a new secretary. President Scalse asked the Board for nominations to fill the position. Mr. Walker moved to nominate Pam Sloan, which was seconded by Mr. Collins. Pam Sloan accepted the nomination. President Scalse asked if there were additional nominations. None were presented.	
<b>MOTION</b>	<b>SECONDED</b>	<b>PASSED</b>
Ms. Cossette made a motion to vote by acclamation for Pam Sloan as the new Secretary.	Ms. Chen	By vote of 12 in favor, 0 opposed, 0 abstentions.

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## IV. Minutes Approval – July 21, 2021

DISCUSSION	President Scalse asked the directors if there were amendments or corrections to the July 21, 2021 minutes. Following a discussion the following corrections were made to the minutes: a) Advisory Director Norman recommended that Alvin Hom, absent from the meeting, should have Advisory Director after his name, b) Edit last sentence in Committee Updates to reflect the word “do” instead of “consider” in what is in the best interest of NorCal when making decisions, c) Action Item – Correct typo “motioned” to “moved” in first sentence of motion and add “to be eligible” to end of last sentence, d) Correction typo found in Election of Treasurer the term acclamation, e) and add in the Executive Directors Report that the USTA extended the audit deadline to August 31, 2021.	
MOTION	SECONDED	PASSED
Mr. Walker moved to approve the July 21, 2021 minutes as corrected.	Ms. Tompkins	By vote of 12 in favor, 0 opposed, and 0 abstentions.

## V. Committee Reports

DISCUSSION	No Committee Reports
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## VI. NorCal Annual Meeting and Election Updates

DISCUSSION	Interim Co-Executive Director Wenger provided an update on the NorCal Annual meeting and election process. There are seven openings and seven candidates. NorCal will use CES again to administer the election of the board members. The update included potential cost savings to conduct the election.
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## VII. Executive Committee Report

DISCUSSION	<p>The Executive Committee met on August 5<sup>th</sup> to discuss issues needing immediate action. The minutes of the Executive Committee meeting were submitted for review pending approval at their next meeting. Decisions made by the Executive Committee are as follows:</p> <ul style="list-style-type: none"><li>a. Delegate’s proxy for the August 2021 Executive Council Meeting and Semiannual meeting of the voting members. Keith Wheeler, Delegate and Ray Hixson, Vice President were selected to represent the proxy.</li><li>b. Approval of the Sanctioning of USTA NorCal Junior Circuit Events for August 21<sup>st</sup> and August 29</li><li>c. Approval of Junior and Adult Tournament Sanctions for September and October 2021.</li><li>d. Non-approval of Adult 40 &amp; Over Tie-Break Procedure Change proposal pending further review.</li></ul> <p>The Board members had further discussion regarding USTA NorCal Blanket Sanction for Junior Circuit Events. After discussion it was determined that further clarification was needed for the term “tournaments” as used by Bylaw XI, Section A.</p>
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MOTION	SECONDED	PASSED
Mr. Hixson moved to clarify that the term “tournaments” as used in Bylaw XI, Section A, does not include USTA Junior Circuit events, which are not classified as tournaments by the USTA.	Mr. Winn	By a vote of 12 in favor, 0 opposed, and 0 abstentions.
Mr. Hixson moved as follows: effective immediately, all applications for 2021 Orange and Green Ball Junior Circuit events that meet all of the requirements of USTA NorCal are hereby approved, except that if competing applications are received and an application is not recommended for approval by USTA NorCal staff, all events in the affected date block must first be approved by the Sanction & Schedule Committee and presented to the Board or Executive Committee for final approval.	Mr. Winn	By a vote of 12 in favor, 0 opposed, and 0 abstentions.

## VIII. Committee Decisions

DISCUSSION	President Scalese acknowledged the committees for their work and as things move forward more committee reports will be available. President Scalese asked if anyone had a comment or questions regarding the Committee Decisions summary document. No inquiries were made on committee decisions.
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## IX. Treasurer’s Report

DISCUSSION	<p>Mr. Walker informed the Board that the Controller (Rose Aguilar) had returned back to work and was busy bringing current financials up to date and beginning preparation for the 2022 budget. In addition, the audit report should be done by August 31, 2021 as planned. A budget meeting was held on August 5<sup>th</sup> indicating the timing of financial reports are delayed but the results for July financials will be presented at the September Board meeting. Mr. Walker reported that the Section should have a surplus at year end due to money received from National. A tentative budget timeline was presented for the 2022 budget which included a preliminary budget by September 9, 2021; roll out of budget by September 13, 2021; and presentations from departments on September 20, 2021. Approval of the 2022 budget will be on the October Board meeting agenda.</p> <p>Reserve Requirement Policy Discussion: Interim Co-Executive Director Wenger provided an overview of the USTA NorCal reserve requirement policy. Currently the reserve policy requires 25-30% of operational costs for a three month period. It is suggested that this policy may need to be reviewed in the future based on the Covid-19 Pandemic situation. Mr. Walker stated that it could be discussed during the budget process as well as the balance budget requirement.</p>
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## X. President’s Report

DISCUSSION	President Scalese provided a list of meetings attended and included updates on National meetings that he has attended regarding the upcoming Call Items. President Scalese recognized Advisory Director Norman for her valuable contribution to the Call Items. President Scalese also acknowledged all who were involved with the Mubadala US Open Series tournament held at San Jose State. It was a great opportunity to network with staff, directors and tennis patrons. Recognition was given to San Jose State University for their role and excellent administration of the tournament.
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## XI. Executive Director’s Report

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DISCUSSION	<p>Interim Co-Executive Director Vidal gave an overview of a variety of activities for the Mubadala Women’s US Open Series in San Jose. Report included brief discussions on on-court activities, Board/Staff Retreat, High School Day, NJTL, and GLTF Night. In addition, she highlighted other portions of her written report: marketing KPSF \$50,000 Open tournament, National Funding opportunities, USTA National Section Covid-19 FAQ, and USTA NorCal Covid-19 Guidelines.</p> <p>Interim Co-Executive Director Wenger shared that NorCal has received several inquiries for the Sport Court and a full report will be provided at the September Board meeting. An update on the Alameda Office was given to the Board. Due to the continued outbreak of the Delta variant, staff will continue to work remotely for the remainder of the year. Key operational staff will come in on a weekly basis for building maintenance, mail pick up and accounting tasks as needed.</p>
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## XII. Delegate’s Report

DISCUSSION	<p>Delegate and Parliamentarian Wheeler gave an update on the national Call Items and bylaws change proposals and their current status. Currently the Call Items are in influx and have not been finalized. Primarily controversies are in governance and national funding to sections. The Call Items are as follows:</p> <ol style="list-style-type: none"><li>1. Governance 50% board composition from the sections; Bylaw 27b (B3)</li><li>2. Governance 50% nominating committee from the sections, Bylaw 35 (B5)</li><li>3. Financial disclosure. Bylaw 32a (Not contested, all agree) (B4)</li><li>4. Section Funding Bylaw 4 (B1)</li><li>5. Section Funding Bylaw 27a (B2)</li></ol> <p>After board discussion it was agreed on August 18, 2021 that: Call item B3, Governance relating to Board make up percentage of 50% is not supported by the Board. The Board also does not support the proposed 33.3%. Board would support at least 40%. The percentage may increase on its own if the elite athlete percentage reduces. Note: this item is in negotiation and will likely change as well as the requirements of the 4 years on a section board to 2 years including presidential appointees of a section board.</p> <p>Call item B5, Governance relating to nominating committee is supported by the Board.</p> <p>Call item B4, financial disclosure, Bylaw 32a is supported by the Board.</p> <p>Call item B1, section funding Bylaw 4, Board does not support the proposal.</p> <p>Call item B2, section funding Bylaw 27a, Board does not support the proposal.</p> <p>In the event of an 11<sup>th</sup> hour compromise between the presenting sections and national, the USTA NorCal Executive Committee will meet to give voting direction to Mr. Wheeler, Delegate.</p>
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## XIII. Executive Session

DISCUSSION	Board took a 5 minute break at 9:30pm and returned at 9:37pm then moved into Executive Session		
MOTION	SECONDED	PASSED	

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Mr. Hixson moved to move into Executive Session.	Mr. Walker	By a vote of 13 in favor, 0 opposed, and 0 abstentions.
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ADJOURNMENT	11:59 PM
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