

Directors Present: Andrea Barnes, Christine Costamagna (Vice President), Nancy DeSchane, Jack Hesotian, Michelle Nicholson, Larry Olmstead, Mary Ryniewicz, Jason Scalese (Delegate), Caroline Sheu, Pam Sloan (President), Jack Walker (Treasurer), Keith Wheeler (elected Parliamentarian)

Directors Absent: Martha Ehrenfeld*, Andrea Norman (Secretary)*, Craig Pasqua*, Scott Winn
**Directors present by video conference, but who are not officially in attendance at the meeting for voting purposes.*

Advisory Director Present: Suzy Cossette

Legal Counsel Present by Video Conference: Jonathan Madison

USTA NorCal Staff Present: Summer Verhoeven (Executive Director)

1. Call to Order

President Pam Sloan called the meeting to order at 6:38 pm and roll call was conducted. President Sloan then asked Mr. Olmstead to read the NorCal Mission Statement and Vision.

2. Approval of Agenda

There being no persons present to make public comments and no public comments submitted in advance of the meeting, the Board considered approval of the agenda, a copy of which was distributed with the meeting packet. There being no recommended changes, the agenda was announced approved as distributed to the Board.

3. Approval of Minutes

The Board considered approval of the minutes of the meeting held February 15, 2023. Following discussion, the following motion was duly made by Ms. Costamagna, seconded by Mr. Wheeler and **approved** by a vote of 12 in favor, none opposed, and no abstentions.

RESOLVED: That the minutes of the meeting of the USTA NorCal Board of Directors held February 15, 2023 be approved as presented.

4. Executive Committee Report

- Approval of Participation Waiver: Various policies of NorCal were amended by unanimous vote on February 20 to add the requirement that participants must sign an annual waiver before competing in a sanctioned tournament, Junior Circuit Event, USTA NorCal Junior Team Tennis, and any other program. Additionally, tournament directors are required to verify that all players have signed the waiver before permitting them to take court to play. The terms of the waiver were not substantially different from the prior version in use. Work on putting in place this electronic form of annual waiver had been worked on for some time, was ready for launch, and the Executive Committee wanted to implement the waiver without delay.
- Extension of Certain League Seasons: On March 1st, the league seasons of Mixed 18 & Over, Adult 40 & Over and Adult 40 & Over Daytime were extended so that the seasons can finish. The recent inclement weather made completing all matches within the seasons previously approved by the Board impossible. This was considered urgent as the seasons were scheduled to end before the next Board meeting.
- Approval of Replacement Sanction Holder for Junior Tournament: By unanimous written consent on March 14, 2023, a replacement organizer for a cancelled BG 16 Junior Super Series tournament to be held April 8-9 was approved. The new organizer is Chamisal Tennis & Fitness Club, Ian Chadwell, Tournament Director.

Following the report of the actions taken, the Directors had neither questions, comments, nor objections to the actions taken by the Executive Committee.

5. Closed Session

President Sloan announced that the Board would be going into closed session. Following the conclusion of the closed session, President Sloan announced all discussion held during the session was to remain confidential; however, it was agreed that the following would be reported in the public minutes:

- Approval of Adult Tournament Sanctions. The following sanctions were **approved** following a motion duly made by Ms. Barnes and seconded by Mr. Olmstead. The vote was 11 in favor, none opposed, no abstentions, and 1 recusal by Mr. Walker.

Date	Level	Divisions	Events	Organizer	Director	Location	Courts	Draw Limit
June 17-18	6	Adult NTRP 18+ 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, CA	13	32
October 11-15	4	Men's & Women's Open	Singles	Lifetime Activities	Alison Vidal	San Francisco, CA	9	32

- Approval of Junior Tournament Sanctions. The following sanctions were **approved** following a motion duly made by Ms. Costamagna and seconded by Ms. DeSchane. The vote was 11 in favor, none opposed, no abstentions, and 1 recusal by Mr. Walker.

Date	Level	Divisions	Events	Organizer	Director	Location	Courts	Draw Limit
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

- Investment of Excess Cash. The following resolutions were **approved** following a motion duly made by Mr. Walker and seconded by Mr. Wheeler. The vote was 12 in favor, none opposed, and no abstentions.

WHEREAS, the corporation currently has approximately \$4 million in cash that it desires to prudently invest; and

WHEREAS, such funds are currently in a checking account at Comerica Bank and are generating no return; and

WHEREAS, the Budget and Finance Committee has recommended to the Board that it consider moving \$3.5 million from the account at Comerica Bank to Charles Schwab and authorizing investment of such amounts in a Treasury Money Market Fund, which, as of the date of this meeting has 7-day SEC yield of 4.69% and an expense ratio of 0.19%; and

WHEREAS, the Board has considered such recommendation and has determined it to be a prudent investment of this corporation's cash assets, particularly in the short term while the Board further considers alternative investment options, including to ensure such assets are invested in a manner consistent with the Uniform Prudent Management of Institutional Funds Act ("UPMIFA") and the Nonprofit Corporation Law of California; and

WHEREAS, the Board now wishes to authorize the transfer of \$3.5 million from Comerica Bank to Charles Schwab and the investment of such amounts in the Schwab Treasury Obligations Money Fund-Ultra Shares.

NOW THEREFORE BE IT RESOLVED: That the officers of this corporation, and each of them, are hereby authorized and directed to take such steps as are necessary and appropriate to create a relationship with Charles Schwab, that all resolutions required by such institution with respect thereto are hereby adopted, and that the Secretary of this corporation is authorized to certify to such institution as to the adoption of this resolution or any resolution required by it.

RESOLVED FURTHER: That the officers of this corporation are authorized to facilitate the transfer of \$3.5 million from Comerica Bank to Charles Schwab.

RESOLVED FURTHER: That the officers of this corporation are authorized to facilitate the investment of such amounts in the Schwab Treasury Obligations Money Fund-Ultra Shares.

RESOLVED FURTHER: That, considering the charitable purposes of the corporation, the general economic conditions, the possible effect of inflation, the expected tax consequences, the corporation's overall investment portfolio, the expected return, the corporation's other available resources, the corporation's overall risk and return objectives, and the financial needs of the corporation, the Board has determined that investment of such assets in the Schwab Treasury Obligations Money Fund-Ultra Shares is prudent.

RESOLVED FURTHER: That Executive Director, Director of Operations & Strategy, President and Treasurer are hereby authorized to be listed as signatories with respect to the investments at Charles Schwab and to approve the making or modification of investments, the deposit of additional funds, and/or the withdrawal of funds from Charles Schwab on behalf of this corporation, in a manner consistent with any guidance provided by the Board of Directors.

- Amendment to Policies on Decision Making Governance. The Board reviewed, discussed, and approved an amendment to NorCal's decision-making governance policy to allow for email voting in certain limited circumstances. The amendment was **approved** following a motion duly made by Ms. Costamagna and seconded by Ms. Nicholson. The vote was 12 in favor, none opposed, and 1 abstention.

RESOLVED: That, effective immediately, Section 2 of the United States Tennis Association Northern California Policies on Decision Making Governance are hereby amended as follows (stricken through language is proposed to be deleted; underlined language is proposed to be added):

2. **Unanimous Written Consents and Non-Unanimous Electronic Voting.**

A. Unanimous Written Consents. Between meetings, the Board or a committee may adopt a resolution by unanimous written consent provided that, consistent with California Corporations Code Section 5211:

- The chair has taken reasonable care to ensure that the factual basis for the proposed resolution is correct;
- The same factual information regarding the proposed resolution is believed to be known to all Directors or members before consent is given;
- Each Director or member of the committee has given their written consent to the action(s), except as otherwise provided in California Corporations Code Section 5211(b); and
- Consent is documented in writing in an email under the control of the Director or committee member, or by an actual or electronic signature of each Director or committee member.

Unanimous written consents have the same force and effect as a vote taken at a meeting, and shall be published in the same manner as minutes (See Section 1.B.). The effective date of a unanimous written consent is the day on which the last Director or member provides their written consent.

Nothing in this provision prevents the chair and/or staff liaison to first circulate a draft proposal for comment by all Directors or committee members before the Unanimous Written Consent for the proposal is circulated for approval.

Section 2.A. Comment: Unanimous written consents are typically used for routine or non-controversial matters when the Board or a committee is unable to easily reach a quorum to meet, but may be used any time it is believed to be appropriate. It is important for the Board and committees to make most decisions in meetings where there is opportunity to ask questions, debate, and consider alternatives. Consequently, the chair should generally avoid presenting matters that are significant and/or controversial for action by unanimous written consent.

B. Non-Unanimous Electronic Voting. Only when specifically authorized by the Board, may a Committee conduct voting that is not part of a meeting, nor by means of a unanimous written consent. When permitted, non-unanimous electronic voting must meet the following requirements:

- A quorum of the members, as set forth in the USTA NorCal Bylaws must participate in the vote;
- A deadline for voting must be announced and any vote received after this deadline does not count; and
- All votes and any information shared by committee members during the vote are considered organizational records and will be maintained by USTA NorCal staff.

Craig Pasqua joined the meeting during the Legal Updates.

- Legal Updates. The Board heard updates on outstanding legal issues.

Legal Counsel Jonathan Madison left the meeting following Closed Session.

Jack Hesotian left the meeting.

6. Consent Calendar

President Sloan directed the Board's attention to the Consent Calendar that was distributed with the meeting packet and noted that there are:

- 3 recommendations being made by the Adult Leagues Committees;
- 3 recommendations being made by the Junior Council; and
- 1 recommendation being made by the Diversity, Equity & Inclusion Committee.

President Sloan explained that any Director may unilaterally request that an item be removed from the Consent Calendar for individual consideration apart from the Consent Calendar. She also noted that simple questions, clarifications, or short amounts of dialogue relative to an item on the Consent Calendar may be discussed after the motion to approve the Consent Calendar.

President Sloan asked if any Director intended to pull a recommendation. There being no interest in doing so, a motion to adopt the Consent Calendar, was duly made by Ms. Barnes and seconded by Mr. DeSchane. Following discussion, the following motion was **approved** by a vote of 11 in favor, none opposed, and no abstentions.

RESOLVED: That items listed on the Consent Calendar attached as Exhibit A are hereby approved.

Jack Hesotian returned to the meeting.

7. Action Item: Adult Tournament Stipends

Ms. Verhoeven presented the Adult Tournament Committee's Action Item. The Committee is recommending additional funding for specified stipends to the Adult Open and Age Group Tournaments Stipend Program that was originally approved by the Board of Director on May 18, 2022. The additional stipends would serve to create an Open and Age Group Series culminating at Grand Prix. The stipends will go towards prize money with the goal of attracting players to participate. The one stipend proposed for the Grand Prix would serve the purpose of adding Prize Money to the Open Grand Prix event.

Following discussion, the following motion was duly made by Ms. Costamagna seconded by Mr. Scalese and **approved** by a vote of 12 in favor, none opposed, and no abstentions.

RESOLVED: That a total of \$16,250 be added to the 2023 Adult Leagues budget for the purpose of awarding the following additional Adult Tournament Stipends for 2023:

Open: Two GOLD Open Tournament (Level 4) (\$5,000) (1 Gold Open stipend will be assigned to the Grand Prix)
One SILVER Open Tournament (Level 5) (\$2,500)

Age Group: One Gold stipend (Level 5) (\$2,500)
One Silver stipend (Level 5) (\$1,250)

8. Action Item: Audit Committee Charter Amendment

President Sloan presented an amendment to the Charter for the Audit Committee. She reminded the Directors that during its Meeting on February 15, it came to the attention of the Board that the Membership provision of the Charter for the Audit Committee, and potentially other provisions, may not be fully consistent with the §12586(e)(2) of Article 7 of the Uniform Supervision of Trustees for Charitable Purposes Act. After a review of the charter, it was concluded that edits were needed. It was also noted that since adoption of the original charter in February, the Audit Committee has not met or taken any actions.

Following discussion, the following motion was duly made by Mr. Scalese, seconded by Mr. Olmstead and **approved** by a vote of 12 in favor, none opposed, and no abstentions.

RESOLVED: That, effective immediately, the Charter for USTA NorCal Audit Committee attached as Exhibit B is hereby amended and restated.

9. Action Item: Diversity, Equity & Inclusion Grant Program

Mr. Pasqua presented the Action Item from the Diversity, Equity & Inclusion Committee to approve a grant program to offer financial assistance to NJTL chapters for recruitment and retention of diverse coaches and individual players. Funding for the grants has been allocated in the budget for 2023, but the program has not yet been approved. This program allocates \$33,200 Mr. Pasqua also noted the following:

- NorCal has not offered local NJTL Grants, and has relied on the USTA Foundation to assist with funding for our NorCal Chapters. Since most of our NJTL chapters are smaller than the national average, having

specific NorCal grants allows our chapters to grow without relying on possible funding from the USTA Foundation.

- The Diverse Coach grants are proposed to recruit, retain, and develop coaches in our diverse coaching network. Offering financial assistance will allow our coaches the opportunity to continue their education by attending conferences, advancing their certifications or becoming certified.
- Individual Player grants are proposed to assist diverse junior players the opportunity to enter in tournaments. The grant will assist with offsetting the cost of the entry fees and travel expenses.

Following discussion, the following motion was duly made by Mr. Wheeler, seconded by Ms. Sheu, and **approved** by a vote of 12 in favor, none opposed, and no abstentions.

RESOLVED: That, effective immediately, the Diversity Equity & Inclusion Grant Program attached as Exhibit C be approved.

10. Action Item: Community Program Grants Proposal

Ms. Verhoeven reported on behalf of the Community Programs Committee. These grants are to assist CTAs and Parks and Recreation Facilities with delivering tennis programming in the public sector. With the growth of tennis over the last few years, programs have been inundated with new players, causing them to exceed their capacity. Having grants available will help offset the costs to ensure that our new and existing programs being offered in public facilities can continue with these organizations. \$20,000 has already been allocated and approved for the 2023 budget. All grants will go through the Community Programs committee to be approved over two different application and approval periods.

Following discussion, the following motion was duly made by Ms. Costamagna, seconded by Ms. Nicholson, and **approved** by a vote of 12 in favor, none opposed, and no abstentions.

RESOLVED: That, effective immediately, the Community Grant Program, which is intended to assist with the costs of delivering community programs, facility improvements, and for purchasing equipment, and which is attached as Exhibit D, be approved.

Scott Winn joined the meeting during the discussion of the Community Program Grants Proposal.

11. USTA Annual Meeting Recap

President Sloan asked Directors who attended the USTA Annual Meeting in Phoenix, AZ so that all can better understand what's happening at the national level as it impacts us at the sectional level. Among the information shared was the following:

- A restructure of how the various awards were presented allowed for more individualized focus on each recipient, and it was a welcome change.
- Adult Competition is collaborating with the Sportsmanship Committee to find better ways to recognize outstanding sportsmanship and reduce the emphasis on bad behavior.
- Recruitment of new officials is needed and the USTA is looking into alternatives for events when there is a shortage, as well as officials' pay.
- Pickleball's impact on the availability of tennis courts was discussed, and new resources are available for Sections, advocates and city planners, to maintain and grow tennis facilities.
- Adaptive tennis was emphasized, for ever more diverse populations such as the hearing impaired and persons on the autism spectrum.

12. New & Returning Organization Members

Ms. Verhoeven presented the report of four new and returning Organization Members (3 new, 1 returning) since the last time the Board met on February 15, 2023, so that the Board may fulfill its obligation to review such report pursuant to USTA NorCal Bylaw III.D. No concerns were raised by Directors. Ms. Verhoeven also reported on the work being done by staff to improve the accuracy of the list of Organization Members that are located in NorCal.

13. Treasurer's Report

Mr. Walker directed the Board's attention to the February 28 financial statements distributed with the meeting packet.

- Net income was \$409,634, \$35,330 better than budget. Mr. Walker noted that the USTA Network Section Funding was \$249,745 over budget due to the USTA funding two payments in January. It is anticipated that this overage will correct itself by year-end as NorCal will likely not receive a payment in December. Adult League Fees are \$333,898 behind budget due to 2023 registrations that were collected in December that contributed towards the 2022 surplus. It is anticipated that 2023 Adult League Fees will exceed budget in December if we collect early 2024 league fees, which will put us back on budget.
- The Balance Sheet shows a cash balance of \$4,226,540 and Total Equity of \$6.2 million.

14. President's Report

President Sloan reported on the following topics that were discussed at the President's Meeting and joint meeting with Executive Directors and Delegates:

- Sections shared their ongoing challenges with technology, specifically data and Serve Tennis. Project leaders from the national staff were there to list and report on the working being done to address the concerns.
- Sections are attempting to better engage and retain high school tennis players, and efforts are being made to avoid conflicts between section tournaments and key high school tennis tournaments, and playoff and championship events.
- President Hainline is aggressively promoting the fitness aspect of tennis. As a group, the Section Presidents believe more can be done to promote locally to it clear that the advocacy efforts to get people in the game is the health benefits.
- 2022 was a good year financially for the USTA with US Open revenues at \$448M. As a result, the USTA has committed to distributing \$30M over 5 years to the Sections for recruiting coaches, facility expansion, participation, innovation for growth, youth tennis formats. As a member of the Budget Committee, President Sloan will participate in setting criteria for distributing these funds.

President Sloan encouraged the Directors to review her full report in greater detail.

She also reported that a new Advocacy Task Force, with Mr. Olmstead as chair, has been appointed to address how NorCal can best advocate for courts.

Efforts have also begun with Bill Schoen to re-design the USTA NorCal Foundation. The goal is for it to not only handle grants, but also possibly be a conduit to address facility issues. Once an outline for the re-launch has been completed, it will be presented to the Board.

15. Executive Director's Report

In addition to the NorCal program statistics and written report included in the meeting packet, Ms. Verhoeven's in-meeting presentation included the following:

- She reported on the Kinetica tool that will be used across the sport to drive a data culture, enhance local area insights/understanding and ultimately drive better, data-led decisions.
- Staff is continuing work, referred to earlier in the meeting, on building an accurate database of all Organization Members located in NorCal.
- Deadlines for important USTA national awards have been sent for June 8: Barbara Williams Service Award, Bill Talbert Junior Sportsmanship Award, Family of the Year, Member Organization of the Year.

Ms. Verhoeven asked the Directors to review her written report for other key information including the recently released TIA participation report and to contact her with questions.

16. Delegate's Report

Mr. Scalese referred the Directors to his written report, but reported out during the meeting on the USTA's efforts to have Billie Jean King recognized with the US Congressional Medal of Honor. He also congratulated President Sloan on her receiving the Barbara Williams Service Award at the USTA Annual Meeting.

17. Adjournment

Following an announcement that the next meeting will be held by video conference call on May 17, 2023, and with no objection, the meeting was adjourned at 9:22 pm.

Respectfully submitted,
Andrea Norman
Secretary

This document contains all committee recommendations made (or not included) since the previous board meeting on February 15, 2023.

Adult League Committee

1. **Adult 65 & Over 9.0 Waivers** - Approved at the April 3, 2023 meeting by a vote of 5 in favor, 0 opposed, and 0 abstentions.

RESOLVED: That NorCal approves waivers to be submitted to National for MCINNIS PK 65AM9.0A and ALPINE HILLS 65AW9.0A for the Adult 65 Invationals hosted in early 2024. Ultimately, National will have the final decision on whether the waivers are approved and teams are accepted into the event.

Rationale: MCINNIS PK 65AM9.0A and ALPINE HILLS 65AW9.0A were the only teams registered for their league in their respective divisions. National allows sections that are unable to hold divisions due to lack of registrations to submit a waiver to advance directly to the Invitational event. Since MCINNIS PK 65AM9.0A and ALPINE HILLS 65AW9.0A are the only teams that registered in their respective divisions, a waiver request is deemed appropriate to give them an opportunity to participate in the Invitational.

2. **Adult 65 & Over 9.0 Stipends** - Approved at the April 3, 2023 meeting by a vote of 4 in favor, 0 opposed, and 1 abstention (Andrea Barnes).

RESOLVED: That the \$450 stipend will be awarded to the Adult 65 & Over 9.0 NorCal Teams that attend the Adult 65 & Over National Invitational in 2024.

Rationale: MCINNIS PK 65AM9.0A and ALPINE HILLS 65AW9.0A were the only teams that registered for their league in their respective divisions. \$450 is the current stipend amount awarded to the Adult 65 & Over NorCal teams that qualify and attend the National Invitational. The stipend is to help offset the costs of participating at the event.

3. **Playoffs being part of the Championship Segment** - Approved at the April 3, 2023 meeting by a vote of 5 in favor, 0 opposed, and 0 abstentions.

RESOLVED: That effective immediately, the following Playoff rule amendment be approved (Stricken through language is proposed deletion and underlined language is proposed addition)

2.02 PROGRESSION.

2.02A Local League.

2.02A(1) Local League Competition. Each team that wins a specific level of local league competition shall be entitled to advance to the next level of competition if otherwise eligible.

(NorCal LLAR) Procedure in the Event of a Tie. In the event of a tie in the total number of team matches won at the end of the local league season, the tie shall be broken by the first of the following procedures that does so:

1. Most total individual match wins
2. Fewest number of sets lost
3. Fewest number of games lost
4. Winner of head-to-head matches
5. Coin toss

(NorCal LLAR) Adult 40 & Over Tie-Break Procedure for a 4-line Format. Points per Position will be used to determine a match winner and league standings. A win in the #1 doubles position will be worth 2 points. Match wins in the other positions—#1 singles, #2 doubles, and #3 doubles—will be worth 1 point each. The team with the most cumulative points in local league play will be in first place in the flight. In the event of a tie in total number of points won at the end of the local league season, the tie shall be broken by the first of the following procedures that does so:

1. Fewest number of sets lost
2. Fewest number of games lost
3. Winner of head-to-head matches
4. Coin toss

(NorCal LLAR) Unfinished/Incomplete Matches that Affect Playoff Standings. If a local league match that affects playoff standings starts play in the minimum number of individual matches required to win the match but is not completed, the winner of each unfinished individual match will be determined by a weighted draw done by USTA NorCal League staff. Any individual matches that have not started will be entered as double defaults.

(NorCal LLAR) Unplayed Matches. A match in which the minimum number of individual matches required to win the match are not started by the local league deadline will count as a loss for both teams in determining final standings. This rule does not apply to a total team default [see 2.01C(3)] by one team.

~~**(NorCal LLAR) Playoffs.** Unless otherwise specified, playoffs will be scheduled for three weekends as follows:~~

- ~~● **Flight of five or fewer teams.** A two-team playoff will be held during the designated first playoff weekend. Team #1 will host Team #2.~~
- ~~● **Flights of six or more teams.** A four-team playoff will be held. On the designated first playoff weekend, Team #1 will host Team #4, and Team #2 will host Team #3. The winners from the first weekend will play during the designated second playoff weekend. The team higher in local league standings will host the lower team.~~
- ~~● **Areas with more than 1 flight.** A two-team playoff will be held during the designated third playoff weekend after in-flight playoffs are concluded. The team higher in local league standings will host the lower team.~~

~~**(NorCal LLAR) Scheduling Playoff Matches.** Playoffs are played during the designated playoff weekends as set forth in (NorCal LLAR) Playoffs. Captains may agree to play a playoff match earlier (but not later) than the designated weekend.~~

~~**(NorCal LLAR) Initial Notification.** Unless otherwise specified, the home team shall notify the visiting team of the date and time of the first playoff round by the deadline the office posts at the beginning of the season. If a second round is required, the home team shall notify the visiting team of the date and time of the second playoff round by Monday at 9pm following the end of the first playoff segment. If a third round is required, the home team shall notify the visiting team of the date and time of the third playoff round by Monday at 9pm following the end of the second playoff segment. Email or texting notification or posting on the USTA NorCal website is sufficient notification.~~

~~**(NorCal LLAR) Prescheduling Rain Make-up Dates for Playoffs.** In addition to notifying the visiting team [per (NorCal LLAR) Initial Notification], the home team may preschedule up to two rain make-up dates and times within the designated weekend. These additional dates and times must be given at the same time as the original match date and time. If the original match date and time is rained out entirely or was in progress and suspended due to rain, the prescheduled make-up dates must be used in chronological order unless otherwise agreed upon by both captains.~~

~~**(NorCal LLAR) Missed Notification Deadline.** If the home team fails to notify the opposing team of the date and time of the playoff match by the deadline set forth in (NorCal LLAR) Initial Notification, the visiting team may claim home court advantage by so notifying the original home team and the USTA NorCal office by the deadline the office posts at the beginning of the season. The visiting team then has until 9pm on the same day as the deadline for claiming home court to notify the original home team of the date and time of the playoff match. If the original away team fails to meet this deadline, home court goes back to the original home team and the original home team is required to offer 2 dates and times for the original away team to choose from.~~

~~**(NorCal LLAR) Playoff Match not Required for Advancement.** If a league has a wildcard, and the playoff match is not required for advancement, the captains may agree not to play the playoff match. The teams will be placed in order of local league standings for placement as area representative and wildcard. The USTA NorCal office must be notified in writing of this decision by both teams prior to the beginning of the playoff weekend.~~

~~**(NorCal LLAR) Withdrawal from Playoffs.** A team withdrawing from participation in playoffs must notify the USTA NorCal office no later than 24 hours after the deadline set forth in (NorCal LLAR) Initial Notification. USTA NorCal~~

will attempt to replace the withdrawn team if the deadline stated above has been met. Withdrawn teams will not be replaced after the first round of playoffs have begun.

(NorCal LLAR) Unplayed Playoff Matches. If a playoff match does not begin play in the minimum number of individual matches required to win the match by the scheduled deadline, the winning team will be determined by a draw done by USTA NorCal League staff. The draw will be weighted to reflect the playoff position of the two teams. This rule does not apply in the case of a total team default.

(NorCal LLAR) Unfinished/Incomplete Playoff Matches. For a playoff match that has started play in the minimum number of individual matches required to win the match but is not completed by the scheduled deadline, the winner of each unfinished individual match will be determined by a weighted draw done by USTA NorCal League staff. Any unplayed individual matches will be entered as double defaults.

(NorCal LLAR) Total Team Defaults at Playoffs. If there is a total team default of a playoff match, the opponent shall advance as if they had won the match.

2.02A(2) Local League Champions. At the conclusion of local league competition, the Local League Coordinator shall certify to the Sectional League Coordinator the results of the local league competition and the name(s) and address(es) of the team captain(s). Local league competition must be concluded prior to the deadline set by the Sectional Association.

2.02B Championships.

2.02B(1) District/Area Championships. Each Sectional Association shall determine and announce a method of progression suitable for its geographic boundaries for advancement of its local league teams to Sectional League Championships. Such progression may include one or more championships below the Sectional Championships.

(NorCal LLAR) Playoffs. Unless otherwise specified, playoffs will be scheduled for three weekends as follows:

- **Flight of five or fewer teams.** A two-team playoff will be held during the designated first playoff weekend. Team #1 will host Team #2.
- **Flights of six or more teams.** A four-team playoff will be held. On the designated first playoff weekend, Team #1 will host Team #4, and Team #2 will host Team #3. The winners from the first weekend will play during the designated second playoff weekend. The team higher in local league standings will host the lower team.
- **Areas with more than 1 flight.** A two-team playoff will be held during the designated third playoff weekend after in-flight playoffs are concluded. The team higher in local league standings will host the lower team.

(NorCal LLAR) Scheduling Playoff Matches. Playoffs are played during the designated playoff weekends as set forth in (NorCal LLAR) Playoffs. Captains may agree to play a playoff match earlier (but not later) than the designated weekend.

(NorCal LLAR) Initial Notification. Unless otherwise specified, the home team shall notify the visiting team of the date and time of the first playoff round by the deadline the office posts at the beginning of the season. If a second round is required, the home team shall notify the visiting team of the date and time of the second playoff round by Monday at 9pm following the end of the first playoff segment. If a third round is required, the home team shall notify the visiting team of the date and time of the third playoff round by Monday at 9pm following the end of the second playoff segment. Email or texting notification or posting on the USTA NorCal website is sufficient notification.

(NorCal LLAR) Prescheduling Rain Make-up Dates for Playoffs. In addition to notifying the visiting team [per (NorCal LLAR) Initial Notification], the home team may preschedule up to two rain make-up dates and times within the designated weekend. These additional dates and times must be given at the same time as the original match date and time. If the original match date and time is rained out entirely or was in progress and suspended due to rain, the prescheduled make-up dates must be used in chronological order unless otherwise agreed upon by both captains.

(NorCal LLAR) Missed Notification Deadline. If the home team fails to notify the opposing team of the date and time of the playoff match by the deadline set forth in (NorCal LLAR) Initial Notification, the visiting team may claim home court advantage by so notifying the original home team and the USTA NorCal office by the deadline the

office posts at the beginning of the season. The visiting team then has until 9pm on the same day as the deadline for claiming home court to notify the original home team of the date and time of the playoff match. If the original away team fails to meet this deadline, home court goes back to the original home team and the original home team is required to offer 2 dates and times for the original away team to choose from.

(NorCal LLAR) Playoff Match not Required for Advancement. If a league has a wildcard, and the playoff match is not required for advancement, the captains may agree not to play the playoff match. The teams will be placed in order of local league standings for placement as area representative and wildcard. The USTA NorCal office must be notified in writing of this decision by both teams prior to the beginning of the playoff weekend.

(NorCal LLAR) Withdrawal from Playoffs. A team withdrawing from participation in playoffs must notify the USTA NorCal office no later than 24 hours after the deadline set forth in (NorCal LLAR) Initial Notification. USTA NorCal will attempt to replace the withdrawn team if the deadline stated above has been met. Withdrawn teams will not be replaced after the first round of playoffs have begun.

(NorCal LLAR) Unplayed Playoff Matches. If a playoff match does not begin play in the minimum number of individual matches required to win the match by the scheduled deadline, the winning team will be determined by a draw done by USTA NorCal League staff. The draw will be weighted to reflect the playoff position of the two teams. This rule does not apply in the case of a total team default.

(NorCal LLAR) Unfinished/Incomplete Playoff Matches. For a playoff match that has started play in the minimum number of individual matches required to win the match but is not completed by the scheduled deadline, the winner of each unfinished individual match will be determined by a weighted draw done by USTA NorCal League staff. Any unplayed individual matches will be entered as double defaults.

(NorCal LLAR) Total Team Defaults at Playoffs. If there is a total team default of a playoff match, the opponent shall advance as if they had won the match.

2.02B(2) District/Area and Sectional Championship Events. Each Sectional Association shall determine the dates of the championships within the Section. Each championship event ends on the date entered in TennisLink as the championship end date. In the event a championship is not concluded on the date published in TennisLink, then the end date in TennisLink should be amended to reflect the date of the last match played.

2.02B(3) Sectional Championships. Each Sectional Association shall hold a Sectional League Championship in each National approved NTRP level for each Division and Age Group, on or before the date specified by the USTA League Leadership, to determine its Sectional champions. The winning team at each NTRP level and Age Group shall be allowed to compete in the USTA League National Championships if otherwise eligible. If the winning team at any NTRP level of competition is unable to compete further towards the National Championships, then the Sectional League Coordinator may select the second place team for such further competition, etc.

2.02B(4) National Championships. The team winning the National Championship in each NTRP level of competition in each Age Group of the Adult and Mixed Divisions shall be the USTA League National Champion.

Rationale: Up until 2022, playoffs have been a part of Local League play. NorCal has been informed by National that we were not in compliance with the National League Regulations as playoffs are supposed to be a part of the Championships segment. Although NorCal has been operating with playoffs being part of the Championship segment in 2023, the playoff rules are still under Local League which makes it unclear that playoffs are a part of the Championship segment. This rule change involves moving the playoff rules from Local Leagues to Championships in the NorCal regulations. The wording of the rules remains the same.

Junior Council

1. **Rain Out Date Options.** Approved by unanimous written consent as of April 10, 2023 by a vote of 7 in favor, none opposed and no abstentions.

RESOLVED: That, effective immediately, the following changes be approved to the 2023 USTA NorCal Junior Tournament Calendar:

- The January 14-16 Open L5 Singles & Doubles Championship (32 singles draw/16 doubles draw) will be rescheduled to July 1-3;
- The February 4-5 Closed L3 Mixed Doubles Sectional Championship (32 team draw) will be rescheduled to May 13-14; and
- The March 11-12 L5 Closed Super Series (32 singles draw) and L6 Ratings Round Robin will be rescheduled to July 15-16.

RESOLVED FURTHER: That, effective immediately and without further approval, the USTA NorCal Staff, in collaboration with the Chair of Junior Council is authorized to use the following 2023 date blocks to reschedule any other Level 3, Level 4, Level 5 Tournaments and Level 6 Ratings Round Robins that are cancelled (including the tournaments listed above if the approved dates are not feasible):

- September 9-10;
- October 21-22;
- November 18-19;
- November 24-26; and
- December 2-3.

RESOLVED FURTHER: That, effective immediately, if a cancellation occurs and the draw and/or match formats and/or draw sizes of the originally approved tournament can't be held in the length of an available date block, the USTA NorCal Staff, in collaboration with the Chair of Junior Council, may select alternative draw and/or match formats and/or draw sizes for the re-scheduled tournament to ensure that it can be held in 2023.

Rationale: Inclement weather in the first three months of the year has resulted in the cancellation of the following tournaments that are limited in number each year:

- January 14-16: Open L5 Singles & Doubles Championship (32 singles draw/16 doubles draw)
- February 4-5: Closed L3 Mixed Doubles Sectional Championship (32 team draw)
- March 11-12: Closed L5 Super Series (32 singles draw) and L6 Ratings Round Robin

Junior Council is recommending replacement dates for these cancelled tournaments, as well as several additional date blocks that could potentially be used to reschedule tournaments if additional rain outs of Level 3, Level 4 and Level 5 tournaments, and L6 Ratings Round Robins take place.

If replacement dates are approved, the procedure for sanctioning will be to first contact each organization that was to hold a tournament to determine whether it can host the tournament in the new date block. If the organization is not able to host the tournament in the approved date block, the tournament will be sanctioned pursuant to the USTA NorCal Sanctioning Rules. These rules generally require L3, L4 and L5 tournaments to be put out for bid; however, exceptions may be made, including if a decision is time sensitive.

2. **Junior Tournament Awards.** Approved by unanimous written consent as of April 10, 2023 by a vote of 7 in favor, none opposed and no abstentions.

RESOLVED: That, effective immediately, USTA NorCal Junior Tournament Regulation 31 is hereby amended as set forth below to adjust the awards requirements for sanctioned Junior tournaments (underlined language is proposed to be added; stricken-through language is proposed to be deleted):

31. Minimum Awards Requirements. The regulations below set for the minimum awards requirements. A Tournament Committee may exceed these requirements.

- A. **All Round Robins.** Awards will go to the 1st place finishers in each ~~singles~~ Round Robin. Medals are acceptable awards for Level 6 and 7 Tournaments.

- B. Non-Round Robin Level 6 Tournaments.** In draws of 8 players, awards must go to the 1st and 2nd place finishers. In draws of 16 players, awards must go to the 1st, 2nd, 3rd, and 4th place finishers, and the consolation winner. Medals are acceptable awards for Level 6 Tournaments.
- C. Open Level 4 Super Series and Level 5 Super Series.** Awards will go to the 1st and 2nd place finishers in all flights. 1st place finishers must receive trophies; 2nd place finishers may receive medals.
- D. All Other Tournaments.**
- i. Singles Events.**
- ia. Draws of Up to 8 Players.** Singles ~~and doubles~~ awards will be presented to 1st, 2nd and 3rd place finishers, and consolation winners, *except that* when a Compass Draw is held, the tournament is not required to give awards to the winner of all consolation draws. Medals are acceptable awards for 3rd place finishers and consolation winners. 1st and 2nd place finishers must receive trophies.
- ib. Draws of 16 or More Players.** Singles ~~and doubles~~ awards will be presented to:
- 1st, 2nd, 3rd and 4th place finishers;
 - when a Feed-In Championship through the round of 16 is held, the 5th place finishers; and
 - consolation winners, *except that* when a Compass Draw is held, the tournament is not required to give awards to the winners of all consolation draws.
- Medals are acceptable awards for 3rd, 4th, and 5th place finishers and consolation winners. 1st, and 2nd, ~~and 3rd~~ place finishers must receive trophies.
- ii. Doubles Events - All Draw Sizes.** Doubles awards will be presented to 1st and 2nd place finishers, except that in Level 3 and 4 Tournaments only, doubles awards will also be presented to the 3rd place finishers, and only to the 4th place finishers when the draw is 16 or more teams. Medals are acceptable awards for 3rd and 4th place finishers. 1st and 2nd place finishers must receive trophies.
- E. Sportsmanship Awards.** The following Sportsmanship Awards are required:
- i. Level 5, 6 and 7 Tournaments.** At least one boy and one girl in each tournament must be recognized with an award or gift for outstanding sportsmanship.
- ii. Level 3 and 4 Tournaments.** At least one boy and one girl in each division must be recognized with an award or gift for outstanding sportsmanship.

Rationale: NorCal staff has been receiving feedback that the awards requirement is excessive. Particularly in doubles, the feedback is that the requirements are not in line with the entry fee being charged, especially given that the award count is 2X that required in singles. Overall, this is another cost that has been affected by inflation.

When NorCal made significant adjustments to its entry fee structure several years ago, it created fees, when singles and doubles is held as part of the same tournament, that had a significantly higher price for singles than doubles. This was done for two reasons:

- To incentivize players entering doubles since it cost less; and
- To allow tournaments to generate more income since a small number of payers were actually playing doubles and with rare exceptions, all players were playing singles.

As Junior Council has been trying to find ways to reduce costs to tournaments, without creating an increase in fees for the players, it is recommending this proposal as another way of addressing this balance. If approved, the awards requirement would be amended as follows:

- Reduces the singles awards requirement for “all other tournaments” that have draws of 16 or more by no longer requiring a trophy for 3rd place - a medal is now acceptable.
 - Creates a separate doubles award requirement for “all other tournaments” that eliminates the 3rd and 4th requirements, except for Level 3 and 4 Tournaments which requires an award for 3rd place, only requires a 4th place award when the draw is 16 or more teams, and permits medals for 3rd and 4th place in all of these tournaments.
- The recommendation also clarifies that the Round Robin awards requirement applies to doubles as well as singles and removes reference to “Open” with respect to Super Series since some may be “Closed.”

- 3. Concurrent Entries in L3 Sectionals and L4 Excellence.** Approved by unanimous written consent as of April 10, 2023 by a vote of 7 in favor, none opposed and no abstentions.

RESOLVED: That, effective immediately, USTA NorCal Junior Tournament Regulation 6.D. is hereby amended as set forth below to permit concurrent entry in L3 Sectionals and L4 Excellence singles events. (underlined language is proposed to be added; stricken-through language is proposed to be deleted):

6. Player Entry.

D. Entry In Concurrent Tournaments.

- i. **General Rule.** *Except* as set forth under Regulation 6.D.ii., iii, and iv. below, when entries close, a player cannot be entered in two or more sanctioned tournaments if any parts of the tournaments overlap, unless each Tournament Committee involved understands the situation and concurs in writing. If entries for the overlapping tournaments close on different dates, approval must be received from all Tournament Committees no later than the entry closing date that occurs last. Players who enter a tournament and play it to completion, may then enter another tournament with overlapping dates without permission. A player who is on the alternate list in one tournament is not considered in violation of the Concurrent Tournament Rule if they enter another concurrent tournament; however, once a player accepts a spot in a concurrent tournament, they may not withdraw to play in another concurrent tournament without incurring suspension points for an improper withdrawal, unless they had the written authorization to do so at the time entries closed for both tournaments.

ii. **Exceptions to Entering a Concurrent NorCal Junior Tournament and USTA National Junior Tournament.**

- Entries for USTA National Junior Tournaments close approximately 3 weeks and 1 day before the tournament starts and selection for these tournaments happens approximately 3 days after the entry deadline.
- A player that appears on the alternate list for a USTA National Junior Tournament may subsequently enter and be accepted into a NorCal Junior Tournament with overlapping dates. This applies to acceptance into the NorCal Junior Tournament at the time of selection as well as acceptance into the tournament from the alternate list after selection. Such a player may remain on the list of accepted players for the NorCal Junior Tournament and on the alternate list for a USTA National Junior Tournament until midnight on the Sunday prior to the start date of the NorCal Junior Tournament.
Before such time, the player may withdraw from the NorCal Junior Tournament to accept a place in the USTA National Junior Tournament without penalty and the player is entitled to a refund as described in Regulation 25.C.ii.f.
After such time, a player may withdraw from the NorCal Junior Tournament to play in the USTA National Junior Tournament without penalty, but the player will not receive a refund.
 - A player that appears on a list of selected players for a USTA Junior National Tournament and subsequently enters and is accepted into an overlapping NorCal Junior Tournament may be assessed suspension points.

iii. Level 3 Sectionals and Level 4 Excellence Exceptions. Players may enter up to two consecutive divisions of the following tournaments:

- Level 4 Excellence Singles & Doubles Tournaments
- Level 3 Sectional Championships Singles & Doubles Tournaments
- Level 3 Sectional Championships Singles-Only Tournaments

For the purposes of this Rule, consecutive age divisions are: 12s and 14s; 14s and 16s; and 16s and 18s - it does not include: 12s and 16s; and 14s and 18s. The following rules apply to selection of a player entered in two consecutive age divisions:

- A player that is accepted into the older age division must play in the older age division;
- A player that is accepted into the younger age division must play in the older age division;
- A player not accepted into either division will appear on the alternate lists of both divisions.
- If an alternate is accepted into a division, it is recommended that they remove themselves from the alternate list of the other division.
- Once a player accepts a spot in a division, they may not withdraw to play in another division without incurring suspension points for an improper withdrawal. The only exception to this is if both divisions are part of the same tournament and moving from one division to the other is permitted by the Tournament Committee and it does not invalidate the seedings.

iv. **Entering Two Divisions of an Open Level 4 Super Series and Level 5 Super Series.** For the purposes of this Rule, consecutive age divisions are: 12s and 14s; 14s and 16s; and 16s and 18s - it does not include: 12s

and 16s; and 14s and 18s. When consecutive divisions are part of the same tournament, concurrent entries in up to two divisions are permitted without written permission; however, players are only eligible to play in one division. When consecutive divisions are not part of the same tournament, concurrent entries in more than one division are not permitted without the written permission described in Rule 6.D.i.

RESOLVED FURTHER: That, effective immediately, USTA NorCal Junior Tournament Regulation 8.D.i.c. and d. are hereby amended to specify that USTA NorCal staff will select players for Excellence singles events. (underlined language is proposed to be added; stricken-through language is proposed to be deleted):

8. USTA NorCal Junior Ranking Tournament Descriptions.

D. Open and Closed Level 4 Tournaments. Level 4 Tournaments:

i. Open and Closed Level 4 Excellence Singles & Doubles Tournaments.

c. Singles Selection Process - 12 Division. Players will be selected by USTA NorCal staff as follows:

(1) **Players from National Standings List.** [unchanged]

(2) **Alternates.** [unchanged]

d. Singles Selection Process - 18, 16 and 14 Divisions. Players will be selected by USTA NorCal staff as follows:

(1) **Players from National Standings List.** [unchanged]

(2) **WTN Ratings.** [unchanged]

(3) **Vacancies and Alternates.** [unchanged]

RESOLVED FURTHER: That, effective immediately, USTA NorCal Junior Tournament Regulation 8.E.ii.c. is hereby amended as set forth below to specify that USTA NorCal staff will select players for Sectionals singles events (underlined language is proposed to be added; stricken-through language is proposed to be deleted):

8. USTA NorCal Junior Ranking Tournament Descriptions.

E. Closed Level 3 Sectional Championships. Closed Level 3 Sectional Championships:

ii. Closed Level 3 Sectional Championships Singles & Doubles Tournaments

c. Selection for Singles. Players will be selected by USTA NorCal staff as follows:

(1) **Up to Four Wild Cards.** [unchanged]

(2) **Remaining Players Based on National Standing Lists.** [unchanged]

(3) **Alternates.** [unchanged]

Rationale: After two years of NorCal operating in the new Serve Tennis System, Junior Council has concluded that it is in the best interests of the organizers and the players to have selection of players managed by staff for L3 Sectionals and L4 Excellence, which facilitates concurrent entries by players without cross-tournament confusion. The reasoning is as follows:

- **L3 Sectionals:** These tournaments permit wild cards and the wild card committee always has to meet to review all entries and determine whether any players will receive wild cards. Because of this process, and the work it entails, staff is managing the entry lists in the same way a Tournament Committee does when doing selection. Because much of the work is duplicated, and because staff can manage concurrent entries across all four divisions, players with concurrent entries can easily be identified and processed in a consistent manner.
- **L4 Excellence:** The 18, 16 and 14 Divisions have a two-tiered selection process based on rankings and ratings. To date, selection has been managed by staff to avoid errors. Because of this process, and the work it entails, like the L3 Sectionals, staff can manage concurrent entries across all four divisions, players with concurrent entries can easily be identified and processed in a consistent manner.

By allowing concurrent entries in these top-level tournaments, it enables players to participate in the highest level tournament for which they can qualify, without having to request permission.

If this recommendation is approved, a conforming change will be made to the footnote in Table 2 regarding NorCal staff's responsibility for doing singles selection for these tournaments.

Diversity, Equity & Inclusion Committee

Diverse Coaches Summit Stipend. Approved at a meeting held April 8, 2023 by a vote of 7 in favor, 0 opposed, and 2 abstentions.

RESOLVED: That, effective immediately, \$1,600 stipends for two NorCal coaches to attend the upcoming Diverse Coaches Summit at the National Campus from June 23-25 are hereby approved.

Rationale:

- USTA National is hosting a Diverse Coaches Summit at the National Campus and is allowing each section two spots for local coaches to attend. Since we want to ensure that we have two NorCal coaches, we have decided to create a stipend to help offset costs for the two selected coaches.
- Presented to the committee were four options from \$750 to \$1250 for flight, hotel accommodations, transportation and meals. After much deliberation, it was decided that \$1600 would be the final offer as flights from NorCal to Orlando can be quite expensive depending on when booked and time of year.

Authority

1. The Audit Committee is a Committee of the Corporation established under Article IX of the Bylaws (the "Committee") of United States Tennis Association Northern California ("USTA NorCal"). USTA NorCal is required to have an Audit Committee for any tax year in which it is required under California Government Code Section 12586(e)(2) (generally when it has gross revenues of \$2,000,000.00 or more).
2. As a Committee of the Corporation, the Committee may not act on behalf of or with the authority of the Board of Directors (the "Board"), but may provide advice to the Board and take action on matters specifically delegated to the Committee by the Board. When the Committee has taken an action that is within the clearly defined scope of authority that the USTA NorCal Board has specifically delegated to the Committee as set forth in this Charter or in a Board resolution, all such actions shall be reported up to the full Board at its next meeting. In all other matters, the Committee's role is to review matters within its scope, provide recommendations to the Board, carry out Board decisions, and serve as a resource for management.

Membership

- ~~1. Directors and non-Directors may be members of the Committee, subject to the requirement that the Committee shall consist of at least two (2) individuals at all times. Pursuant to the Bylaws, the President will appoint members of the Committee and a Chair of the Committee from among its members, each to serve for the duration of the then serving President's term, unless they are earlier removed or resign or unless the President believes a change in membership of the Committee in the best interest of USTA NorCal. Vacancies in the Committee shall be filled in the manner in which the original appointments were made.~~
- ~~2. Pursuant to Bylaw IX.D, the number of Committee members may be designated from time to time by the President, or may, in the President's discretion, be determined by the Committee Chair.~~
- ~~3. Neither the President, Chief Executive Officer, Treasurer, nor Chief Financial Officer shall be a member of this Committee, and no member of the USTA NorCal staff may be a voting member of this Committee.~~
1. California Government Code Section 12586(e)(2) requires that the Audit Committee be appointed by the Board.
2. The Audit Committee may include persons who are not members of the Board, but the membership shall not include any members of the staff, the President or Chief Executive Officer and the Treasurer or Chief Financial Officer. Members of the Budget & Finance Committee may serve on the Audit Committee; however, the chairperson of the Audit Committee may not be a member of the Budget & Finance Committee and members of the Budget & Finance Committee shall constitute less than one-half of the membership of the Audit Committee. Members of the Audit Committee shall not receive any compensation from USTA NorCal in excess of the compensation, if any, received by members of the Board for service on the Board, and shall not have a material financial interest in any entity doing business with the corporation.

Operations

1. The Committee will meet with such frequency as it may determine and as is necessary to carry out its responsibilities as described in this Charter. The Chair of the Committee will preside over all meetings of the Committee.
2. The majority of the Committee members then serving will constitute a quorum. Committee approvals will require a vote of a majority of the Committee members present at a meeting at which a quorum is present. Pursuant to Bylaw IX.D, the Committee may petition the Board to have a quorum be less than a majority of its members.
3. The Committee will follow all governance procedures set forth in the United States Tennis Association Northern California Policies on Decision Making Governance adopted on August 17, 2022, which may be amended by the USTA NorCal Board from time to time. Included in the Policies are procedures for minutes, presenting recommendations for Board approval, and reporting actions taken by the Committee that are within the clearly defined scope of authority that the Board has specifically delegated to the Committee.

4. Unless the Committee otherwise directs, the Executive Director may attend all Committee meetings.
5. The Committee may invite any non-Committee member to attend meetings or meet with Committee members as appropriate, but such individuals shall not be members of the Committee or have a vote on any matters before the Committee.
6. The Executive Director will appoint a staff member or members to serve as the Committee's staff liaison(s). This person or persons will be permitted to attend meetings of the Committee, but will not be a member of the Committee or have a right to vote on matters before the Committee. The Committee shall have the right to meet at any time with only Committee members present as it deems appropriate.
7. The Committee will review this charter periodically and recommend any proposed changes to the USTA NorCal Board for review and consideration. The Board may amend or revoke this charter at any time.

Committee Charge: Subject to supervision of the Board of Directors, the ~~a~~Audit ~~e~~Committee's purpose is to recommend to the ~~b~~Board the retention and, when appropriate, termination of the independent certified public accountant to serve as auditor, and may negotiate the independent auditor's compensation, ~~on behalf of subject to approval by~~ the ~~b~~Board-of-directors.

Responsibilities

- Annually recommend the engagement of an auditor to the USTA NorCal Board.
- ~~Confer with the auditor to satisfy its members that the financial affairs of USTA NorCal are in order.~~
- ~~Review and determine whether to accept the audit.~~
- Review the scope and approach of the audit proposed by the independent auditor.
- Meet with the independent auditor upon audit completion to receive and review the draft audit report. Conduct a post-audit review of the financial statements and audit findings, including any significant suggestions for improvements provided by the independent auditor. Request any needed clarifications and revisions regarding audit report findings, to ensure that the Corporation's affairs are in order.
- Confer with the auditor to discuss the audit plan, relevant financial reporting requirements, the annual financial statements, and the completed audit, to the satisfaction this Committee's members that the financial affairs of the Corporation are in order.
- Review audit-related materials in advance of discussion or presentation at scheduled Board and Committee meetings.
- Present the completed audit report, including any significant and material financial and internal control findings, to the Board and management. Provide oversight for the implementation of recommendations provided by the auditors.
- Make a recommendation to the Board for acceptance or rejection of the final audit report.
- Ensure disclosure of the final audit report to the public and/or California Attorney General as required by law.
- Review the Corporation's annual IRS Form 990, and ensure that a copy is provided to all Directors for review, prior to submission.
- Review the Corporation's procedures for reporting concerns or issues regarding the Corporation's accounting, compliance, or auditing matters.
- When appropriate, assist with instituting special investigations, recommending corrective actions, and, if appropriate, hiring special counsel or experts.
- Ensure that any non-audit services performed by the auditing firm conform with standards for auditor independence referred to in California ~~law~~Government Code, Section 12586(e)(1).
- Approve performance of any non-audit services provided by the auditing firm.
- Review the USTA NorCal budget procedures used during the budget development process.
- Perform other oversight functions as requested by the Board.

Delegation of Authority

This Committee has not been delegated any specific authority by the USTA NorCal Board of Directors, other than as set forth above.

EXHIBIT C



DIVERSITY, EQUITY & INCLUSION GRANT PROGRAM

1. Diverse Coaches Initiatives - \$12,000 (3 cycles of \$4,000)

- a. Purpose: Support the development of upcoming Coaches through program support to include but not limited to certification, curriculum development, equipment, etc. Funds to be used for certification (USPTA/PTR), Conference Registration (USPTA/PTR), Advertising of Program (flyers or social media ads), or Equipment. Empower community leaders.
- b. Coaches Summit
- c. Certification Workshop
- d. Demonstrate how you plan on growing your program
- e. Criteria:
 - i. Must have a current USTA Membership or Organizational Membership
 - ii. Must have a program that reaches a location or demographic considered underserved
 - iii. Must be SafePlay Certified if working with Youth (including all staff and volunteers)
 - iv. Must indicate the demographic serving or looking to serve
 - v. Must provide a program budget sheet and/or business plan to include a tennis program description, measurable professional goals, and organization objectives
 - vi. Cannot use funds for: operating/administrative costs, trophies/awards/prizes, T- shirts, food/drinks, big equipment expenses i.e. ball machines, building and resurfacing court costs, USTA membership and/or transportation costs.
- f. Expectations:
 - i. Must participate in a USTA Level 1 Workshop
 - ii. Must volunteer at a USTA NorCal hosted event within 1 year
 - iii. Must attend a NorCal Coaches Workshop
- g. Sample Application: <https://forms.gle/CxG1ea5aRQBukhA67>

2. Individual Player Grants - \$1,200 (4 cycles of \$300)

- a. Purpose: Support the development of players in our section. Encourage the pathway of USTA and Youth Development Programs. Inspire players to use their talents in a competitive atmosphere.
- b. Criteria
 - i. Financial Need (proof of income requested)
 - ii. Ages 10 - 18 playing Junior Level Tournaments
 - iii. Must reside in Northern California
 - iv. Must have a USTA Membership


- v. Must have a consistent playing background whether with a Private Tennis Instructor, Tennis Club, or Scholastic Level Team
 - vi. Must not have a history of unsportsmanlike conduct or suspension, from parent and child
 - vii. Funds must be used for tournament fee or training camp/lesson (proof of receipt requested)
- c. Expectations
- i. Must participate in the NJTL/D&I Camp of the current year
 - ii. Must volunteer at a USTA NorCal ran event within 1 year
- d. Sample Application: <https://forms.gle/aMrYGuimx39SYbHe7>

3. NJTL Grants - \$20,000 (2 cycles of \$10,000)

- a. Purpose: Internally support our local NJTL Chapters outside of National funding cycles. An NJTL can apply for a local grant up to \$5,000. 2 Grant Application Cycles: May (in support of summer programming) and September (in support of Fall programming). Funds to be used for overhead costs, equipment expenses, scholarships the NJTL may give internally, etc.
- b. Criteria:
- i. Must be a current NJTL
 - ii. Must have attended a Capacity Building or Impact Conference within the last 2 years
 - iii. Must be SafePlay Certified (all staff and volunteers)
 - iv. Must be able to reference a recent success story from organization
 - v. Priority given to programs serving low-income students
 - vi. Letter of recommendation from a CPR
- c. Expectations:
- i. Growth of NJTL programming
 - ii. Ability to grow naturally after grant funding

Purpose: USTA Northern California offers funding to assist or further expand community tennis activities as well as support the development of tennis in Northern California. All applicants that plan to promote and develop the growth of tennis in their respective communities and meet the necessary requirements will be considered. Community Tennis Associations and Parks & Recreation grants are need-based and awarded depending on availability.

USTA Northern California Mission Statement: To promote and develop the growth of tennis as an inclusive and inviting lifetime activity in the Northern California Section.

Grant Types	DESCRIPTION	Amount
COMMUNITY PROGRAM GRANT	Program grant is a specific grant allocated to introducing or growing tennis in your communities. Funding priorities are entry level programs for youth, adults or new programs.	\$1,500
FACILITY IMPROVEMENT GRANT	Facility Improvement Grant is to enhance community public tennis amenities. USTA National Venue Assistance grants also available for additional funding. Organization must run a USTA NorCal event by end of year.	\$500
EQUIPMENT GRANT	Equipment Grant is to fund programs to help purchase or replenish tennis equipment. Organization must run a USTA NorCal event by end of year.	\$500
REQUIRMENTS	<ul style="list-style-type: none"> ▪ All applicants must be in good standing. (i.e., SafePlay approved) ▪ Applicants must have a usta.com account/membership. ▪ CTAs must be registered. ▪ Grants cannot be used for salary. ▪ Submit financial plan for future sustainability. ▪ Fill out grant agreement. ▪ Must agree to an on-site visit. ▪ Provide accountability feedback report. ▪ Must not exceed 2 grants per year. ▪ Organizations must be open to host USTA events, sectionals, workshop etc.... 	
APPLICATION	APPLICATION LINK: 2023 NorCal CT GRANT APPLICATION AWARD NOTIFICATIONS: 1 st round April 28 th , 2 nd round August 21 st Detailed info, click here: 2023 USTA NorCal CT GRANTS more info...	DEADLINE: >April 21 st >August 4 th

Contact info: Cheryl Silva or book an appointment click, [set-up a meeting now](#)
 Email: silva@norcal.usta.com Phone: (510) 224-7304