

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

**Directors Absent:** Scott Winn

**Advisory Director Present:** Suzy Cossette

**Legal Counsel Present by Video Conference:** Jonathan Madison

**USTA NorCal Staff Present:** Summer Verhoeven (Executive Director), Darren Wenger (Director of Operations)

**1. Call to Order**

President Pam Sloan called the meeting to order at 6:32 pm and roll call was conducted. President Sloan then asked for a moment of silence in honor of Scott Winn’s wife who passed earlier this week. She then asked Mr. Wheeler 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.

**3. Approval of Minutes**

The Board considered approval of the minutes of the meeting held August 16, 2023. Following discussion, the following motion was duly made by Ms. Norman, seconded by Mr. Olmstead and **approved** by a vote of 15 in favor, none opposed, and no abstentions.

**RESOLVED:** That the minutes of the meeting of the USTA NorCal Board of Directors held August 16, 2023 be approved as corrected.

**4. 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:

*Ms. Cossette remained in Closed Session only for the items that were related to sanctioning as she is the chair of the Sanction & Schedule Committee.*

- Approval of Junior Tournament Sanction. The following sanction was **approved** following a motion duly made by Ms. Costamagna and seconded by Ms. Nicholson. The vote was 14 in favor, none opposed, no abstentions, and one recusal by Mr. Pasqua.

Junior Tournaments								
Date	Level	Divisions	Events	Organizer	Director	Location	Courts	Limit
October 14-15, 21-22	Level 3	BG18	Singles	Academie de Tennis	Jose Hilla	Larkspur	14	64

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

*Mr. Madison left the meeting following the Closed Session.*

*Ms. Cossette returned to the meeting following the Closed Session.*

**5. Action Item: 2024 Adult Tournament Stipends**

Ms. Verhoeven presented the Adult Tournament Committee’s Action Item that recommends new stipend programs for the Adult Age Group, Adult NTRP and Adult Open Tournaments. Each program is aimed at increasing the number of Adult Tournaments being offered and teaching the Tournament Directors to provide a more enhanced tournament experience and, in some cases become more self-sustaining by seeking out sponsors. For the Adult Open Tournaments, these stipends are to be used for Prize Money. Following discussion that resulted in a request for data that supported the impact these stipends would have on the

2024 participation goals of the Adult Tournament Committee, as well as the impact the 2023 stipends had on the number of tournaments and participation, the Board determined that it would not take up this item and delay consideration until the October meeting.

**6. Action Item: Adult WTN Tournament Promotion**

Ms. Verhoeven presented the Adult Tournament Committee’s Action Item to promote WTN Tournaments among adult players. The Committee believes this promotion will increase players knowledge about the World Tennis Number. Because the events are not sanctioned, they allow for a more social, although still competitive, experience, and the goal is that those playing in a social tournament may later move on to play in sanctioned tournaments. It was noted that as of the meeting to discuss the 2024 budget, funds have been proposed for this purpose and this Action Item would approve the specifics for how the funds would be used.

Following discussion, the following motion was duly made by Mr. Olmstead, seconded by Ms. Nicholson, and **approved** by a vote of 15 in favor, none opposed, and no abstentions.

**RESOLVED:** Provided that funds are allocated in the 2024 budget, the following shall be spent towards financially supporting up to four non-sanctioned WTN Tournaments organized by Organization Members and held in different geographic regions of USTA NorCal, which tournaments shall be selected by the USTA NorCal Staff.

Budget Item	Cost Per Tournament	Total Cost
Player Gifts	\$600	\$2,400
Awards	\$200	\$800
<b>TOTAL</b>	<b>\$800</b>	<b>\$3,200</b>

**RESOLVED FURTHER:** That it is recommended for the WTN Tournaments to be held in Men’s 40 and under and Women’s 40 and under divisions, with 32 players per division flighted into Round Robin groups of 4 players and the winners of each Round Robin receiving an award. Regardless of the draw format used, players will be flighted into the separate draws.

**RESOLVED FURTHER:** USTA NorCal staff will be made available to assist in the flighting of players into round robins.

**7. Action Item: Change of League Boundaries**

Ms. Costamagna presented the Adult League Committee’s Action Item to make changes to the Adult League boundaries. She noted that a Boundary Project Task Force reviewed all NorCal League Areas as a whole as well as specific concerns from Organization Members. Based on the research and recommendations made by the Task Force, the Adult League Committee has made the recommendation to move two clubs, Gilroy Tennis Center and Refugio Valley Park, to different League Areas.

Following discussion, the following motion was duly made by Mr. Olmstead, seconded by Ms. DeSchane, and **approved** by a vote of 15 in favor, none opposed, and no abstentions.

**RESOLVED:** That effective with the 2024 Adult League season, the following changes be made to the league boundaries:

- 1) Gilroy Tennis Center will be moved from Lower Peninsula (LP) to Monterey Bay (MB)
- 2) Refugio Valley Park will be moved from East Bay (EB) to Diablo North (DN)

**8. Action Item: Transfer of Excess Cash to Schwab Account**

Mr. Walker presented the Budget & Finance Committee’s Action Item to transfer NorCal’s excess cash to increase income, thereby making additional funds available to support initiatives and programs aimed at growing participation in tennis. This proposal was instigated by the 2024 budget review process in which an opportunity to achieve an increase in funding was presented, which will assist in balancing the annual budget. Mr. Walker noted that the short-term fiscal impact is an increase in monthly income with current rates projected to yield roughly \$25,000 per year. As of mid-September 2023, the Schwab account had a 7-day SEC yield of 5.21% and an expense ratio of 0.19%.

Following discussion, the following motion was duly made by Mr. Walker, seconded by Ms. Norman, and **approved** by a vote of 15 in favor, none opposed, and no abstentions.

**RESOLVED:** That, effective immediately, the Board move \$500,000 from the account at Comerica Bank to the account at Charles Schwab and authorize investment of such amounts in Schwab Treasury Obligations Money Market Fund-Ultra Shares

## 9. Action Item: 2022 Audit

Ms. DeSchane presented the Audit Committee's Action Item to recommend approval of the 2022 Audit. She reported that representatives of NorCal's auditor, Moss Adams, presented the preliminary audit to the Committee, and she presented highlights included in the report. Ms. DeSchane also thanked and recognized the hard work of Darren Wenger and Rose Aguilar.

Following discussion, the following motion was duly made by Mr. Wheeler, seconded by Mr. Walker, and **approved** by a vote of 15 in favor, none opposed, and no abstentions.

**RESOLVED:** The 2022 Report of Independent Auditors and Financial Statements for the United States Tennis Association Northern California as performed by Moss Adams is hereby approved.

## 10. Delegated Authority Decision Report

Ms. Norman directed the Board's attention to the report of decisions made by Committees that were within the clearly defined scope of authority that the Board has delegated to the Committees in the applicable Committee Charters, a copy of which was distributed with the meeting packet. She noted that the report contains the following decisions:

- Consideration of 9 new grievances filed with the Adult Leagues Grievance Committee
- Consideration of 1 new grievance appeals filed with the Adult Leagues Grievance Appeals Committee
- Consideration of 2 new grievances filed with the Adult Leagues Medical Appeals Committee
- Consideration of 66 new NTRP Self-Rate appeals filed with the NTRP Self-Rate Appeals Committee

President Sloan explained that if the Board disagrees with any action, it may consider taking further action as it deems appropriate. Following the presentation of the Report, the Directors had neither questions, comments, nor objections to the actions taken by the Committees.

## 11. New & Returning Organization Members

Mr. Wenger presented the report of 7 returning Organization Members and 4 new Organization Members since the last time the Board met on August 16, 2023, so that the Board may fulfill its obligation to review such report pursuant to USTA NorCal Bylaw III.D. Mr. Wenger noted that NorCal has 395 total Organization Members, a 1% decline from YTD 2023. No concerns were raised by any of the Directors.

## 12. Treasurer's Report

Mr. Walker directed the Board's attention to the July 31 financial statements distributed with the meeting packet. He reported on the following:

- Mr. Walker directed attention to balance sheet. The cash balance was \$4,566,317; total equity at July 31 was \$6,226,851.
- The income statement for July year-to-date shows net income of \$462,542 which is \$133,007 ahead of budget. Projections for the year now show a net loss of \$14,109 which is \$96,221 above the adjusted budgeted loss of \$110,330. Mr. Walker noted that most line items were in line with the budget. It was noted that Adult League Revenue is projected to be \$144,427 below budget. This is the result of league participation slightly below the budgeted numbers and credits from prior years. Wages and benefits are projected to be \$163,103 under budget.

Work continues by the Budget & Finance Committee on the 2024 budget. The expectation is that it will be presented for approval at October Board meeting.

## 13. President's Report

In addition to the written report included in the meeting packet, President Sloan's in-meeting presentation included the following:

- Diversity & Inclusion: A presentation by Marisa Grimes, the USTA's Chief Diversity & Inclusion Officer, announced the shift from the USTA's focus on social "justice" to social "impact," which is reflected in the new mission statement to "promote and develop the growth of tennis to inspire healthier people and communities."
- Community Tennis Priorities: A meeting in New York focused on how the various Sections are aligned with the USTA's new Community Tennis Priorities (players, facilities, coaching), where it was learned NorCal has many of the same challenges, and is taking some of the same approaches as the other Sections.
- Growth Catalyst Fund: Ms. Sloan reported that the first application deadline for grants valued at up to \$300K is in October. NorCal will be exploring grant options for consideration, and she announced a small working group is being formed to brainstorm ideas. President Sloan asked for Directors to contact her if interested in participating.

- USTA Governance Task Force: A report of this group will be presented in November and all Sections are awaiting the results, as the work to date has been done in confidence.
- USTA Semiannual Meeting: Conversations continue as to whether the USTA will return to a full gathering of all volunteers; however, no decision has been made. If it returns, it will likely not happen in New York during the US Open, but at a different time and location in the fall.

President Sloan encouraged the Directors to review her full report in greater detail, particularly the Digital Update NorCal received from the USTA outlining the headway being made on several digital products.

#### **14. 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:

- Section Connection Update - November 4: Ms. Verhoeven reminded the Directors that the new Section Connection event will be held in conjunction with NorCal Annual Meeting at the Marriott in Walnut Creek. The event include the Annual Meeting where new Directors will be elected, as well as various provider training sessions, competition town hall meetings, and other activities and workshops for players. A volunteer appreciation dinner will be held in the evening, and on November 5, there will be a brunch for the newly elected Board and Sr. Management team.
- Hall of Fame: Ms. Verhoeven reminded the directors that the annual USTA NorCal Hall of Fame luncheon will be held on September 29 at Round Hill Country Club and tickets may be purchased through the end of the day.
- Agreement with Professional Tennis Registry (PTR): Ms. Verhoeven reported that NorCal is in the final stages of finalizing an agreement with PTR that will focus on:
  - Commitment to promoting safe and respectful environments for its coaches and athletes to thrive in.
  - Support by PTR of USTA NorCal programs and initiatives to their membership.
  - Mutual commitment to embrace, collaborate on, and advance diversity, equity, and inclusion work across all facets of their organization and initiatives
  - Exposure of NorCal in the PTR communications to its network certified and non-certified coaches.
  - Promotion by USTA NorCal of PTR conference, meetings, and other events in USTA NorCal.
 This is similar to an agreement already in place with the USPTA.
- Play Your Court Pilot: NorCal, in conjunction with the USTA, is piloting a software system that provides a concierge approach for adult players finding their perfect tennis match based on age, skill level and goals. The pilot is in line with the strategic initiative to bring in new players. Once launched, members will access the system at a discounted cost and NorCal will receive a financial incentive for each participant registered. USTA is working on connecting events in Serve Tennis to Play Your Court.
- Election of Directors in November: Ms. Verhoeven reported that the work of the Nominating Committee is proceeding in accordance with the timeline set forth in the Bylaws.

Ms. Verhoeven asked the Directors to review her written report for other important information, and also noted that the program statistics report now includes significant accomplishments by NorCal players.

#### **15. Delegate's Report**

Mr. Scalse reported that the Call Items were pulled, and a working group has been convened to discuss the issues before revised items are presented to the Association for consideration. He also gave an overview of the various topics discussed at the Delegates Meetings, most of which overlapped with the subjects discussed and reported by President Sloan and Ms. Verhoeven.

#### **16. Adjournment**

Prior to adjourning, President Sloan shared that former USTA President, Franklin Johnson, passed away earlier in the week. Following the announcement that the next meeting will be on October 18, 2023 by Zoom Conference Call, and with no objection, the meeting was adjourned at 913 pm.

Respectfully submitted,  
 Andrea Norman  
 Secretary