

Directors Present: Leslie Airola-Murveit, Andrea Barnes, Christine Costamagna (elected Vice President/President Elect at the meeting), Michelle Nicholson, Andrea Norman (elected Secretary at the meeting), David Panconi, Craig Pasqua, Jason Scalese (Delegate), Pam Sloan (President), Keith Wheeler* (elected Parliamentarian at the meeting), Scott Winn.

**Directors arrived as noted in the meeting.*

Directors Absent: Shaun Chaudhari, Caroline Sheu, Nancy DeSchane * (elected Treasurer at the meeting), Martha Ehrenfeld, Jack Hesotian, Larry Olmstead

**Director present by video conference, but who is not officially in attendance at the meeting for voting purposes.*

Advisory Director Present: Suzy Cossette

Legal Counsel Present: Jonathan Madison

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

1. Call to Order

President Sloan called the meeting to order at 6:35 pm and roll call was conducted. She then asked Ms. Barnes 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. Annual Meeting Report

President Sloan announced the election of seven new directors: Leslie Airola-Murveit, Shaun Chaudhuri, Christine Costamagna, Michelle Nicholson, Andrea Norman, David Panconi, and Craig Pasqua. She thanked the Directors who participated in encouraging Organization Members to return their proxies, as reaching a quorum is a continuing challenge each time a Meeting of the Voting Members is held. President Sloan also expressed her pleasure with the successful inaugural Section Connection and is looking forward to working on improvements for next year. The Fremont Marriott Silicon Valley has been secured for the November 2, 2024 event.

4. Election of Officers and Parliamentarian

The next order of business was the election of persons to fill the positions of Vice President/President Elect, Treasurer, Secretary, and Parliamentarian, the last of which is not an officer and the Bylaws do not require the person elected to be a member of the Board.

- Election of Secretary: A nomination was made for Andrea Norman, who accepted the nomination. There being no other candidates, Ms. Norman was elected Secretary by unanimous voice vote.
- Election of Treasurer: A nomination was made for Nancy DeSchane, who accepted the nomination. There being no other candidates, Ms. DeSchane was elected Treasurer by unanimous voice vote. Upon her election, Ms. DeSchane resigned her position as chair of the Audit Committee. President Sloan will appoint a replacement in the near future.

Mr. Wheeler arrived after the election of the Treasurer.

- Election of Parliamentarian: A nomination was made for Keith Wheeler, who accepted the nomination. There being no other candidates, Mr. Wheeler was elected Parliamentarian by unanimous voice vote.
- Election of Vice President/President Elect: It was noted that the person elected to this position would assume the office of President at the first meeting following the 2024 USTA NorCal Annual Meeting. A nomination was made for Chrissie Costamagna, who accepted the nomination. There being no other candidates, Ms. Costamagna was elected Vice President/President Elect by unanimous voice vote.

5. USTA Nominating Process for National Board and Nominating Committee

Ms. Norman, a member of the USTA Nominating Committee, made a presentation to the Board about the process for applying to become a member of the USTA Board and USTA Nominating Committee. Applications are due for these positions on February 1, 2024 at midnight Eastern time.

6. Approval of Minutes

The Board considered approval of the minutes of the meeting held October 18, 2023. Following discussion, the following motion was duly made by Ms. Norman, seconded by Mr. Scalse, and **approved** by a vote of 11 in favor, none opposed, and no abstentions.

RESOLVED: That the minutes of the meeting of the USTA NorCal Board of Directors held October 18, 2023 are hereby approved as corrected.

7. 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 was present in Closed Session only for the items that were related to sanctioning as she is the chair of the Sanction & Schedule Committee.

- Approval of 2024 Junior Tournament Sanctions. Following discussion, the following sanctions were **approved** following a motion duly made by Ms. Costamagna and seconded by Ms. Barnes. The vote was 10 in favor, none opposed, no abstentions, and one recusal by Mr. Pasqua.

Junior Tournaments								
Date	Level	Divisions	Events	Organizer	Director	Location	Courts	Limit
February 10	Level 7	BG12-14	Singles	Bay Club South SF	Steven Gilliam	Daly City	6	8
February 17	Level 7	BG14-16	Singles	Bay Club South SF	Steven Gilliam	Daly City	6	8
February 18	Level 7	BG14-16	Singles	Equal Chance Foundation	Gulnara Fattakhedinova	Sunnyvale	6	8
February 25	Level 7	BG14-16	Singles	Equal Chance Foundation	Gulnara Fattakhedinova	Sunnyvale	6	8
March 2-3	Level 6	BG12-18	Singles	Placer CTA	Stevan Fernandez	Rocklin	8	8
March 3	Level 7	BG14-16	Singles	Equal Chance Foundation	Gulnara Fattakhedinova	Sunnyvale	6	8
March 9	Level 7	BG12-14	Singles	Bay Club South SF	Steven Gilliam	Daly City	6	8
March 10	Level 7	BG14-16	Singles	Equal Chance Foundation	Gulnara Fattakhedinova	Sunnyvale	6	8
March 23	Level 7	BG14-16	Singles	Bay Club South SF	Steven Gilliam	Daly City	6	8
March 24	Level 7	BG12-16	Singles	Carmel Valley Ranch Resort	Matthew Kirkham	Carmel	7	8
March 31	Level 7	BG14-16	Singles	Equal Chance Foundation	Gulnara Fattakhedinova	Sunnyvale	6	8
April 13-14	Level 6	BG12-18	Singles	Placer CTA	Stevan Fernandez	Rocklin	8	8
April 14	Level 7	BG14-16	Singles	Equal Chance Foundation	Gulnara Fattakhedinova	Sunnyvale	6	8
April 6	Level 7	BG12-14	Singles	Bay Club South SF	Steven Gilliam	Daly City	6	8
April 20	Level 7	BG14-16	Singles	Bay Club South SF	Steven Gilliam	Daly City	6	8
April 21	Level 7	BG14-16	Singles	Equal Chance Foundation	Gulnara Fattakhedinova	Sunnyvale	6	8
May 11-12	Level 6	BG12-18	Singles	Placer CTA	Stevan Fernandez	Rocklin	8	8
March 25-26	Level 6	BG12-18	Singles	Placer CTA	Stevan Fernandez	Rocklin	8	8
May 12	Level 7	BG14-16	Singles	Equal Chance Foundation	Gulnara Fattakhedinova	Sunnyvale	6	8
May 19	Level 7	BG14-16	Singles	Equal Chance Foundation	Gulnara Fattakhedinova	Sunnyvale	6	8

Junior Tournaments								
Date	Level	Divisions	Events	Organizer	Director	Location	Courts	Limit
June 16	Level 7	BG12-16	Singles	Carmel Valley Ranch Resort	Matthew Kirkham	Carmel	7	8
June 23	Level 7	BG14-16	Singles	Equal Chance Foundation	Gulnara Fattakhedinova	Sunnyvale	6	8
August 17-18	Level 6	BG12-18	Singles	Placer CTA	Stevan Fernandez	Rocklin	8	8
August 31-1	Level 6	BG12-18	Singles	Placer CTA	Stevan Fernandez	Rocklin	8	8
October 19-20	Level 6	BG12-18	Singles	Placer CTA	Stevan Fernandez	Rocklin	8	8
October 27	Level 7	BG12-16	Singles	Carmel Valley Ranch Resort	Matthew Kirkham	Carmel	7	8
November 23-24	Level 6	BG12-18	Singles	Placer CTA	Stevan Fernandez	Rocklin	8	8

- Approval of 2024 Adult, Family and Wheelchair Tournament Sanctions. Following discussion, sanctions for the following Adult, Family, and Wheelchair tournaments were **approved** following a motion duly made by Ms. Nicholson and seconded by Ms. Barnes. Included in the resolution is the ability of the appropriate competition committee to adjust the tournament Level as needed. The vote was 10 in favor, none opposed, no abstentions, and one recusal by Mr. Pasqua.

Adult Tournaments								
Date	Level	Divisions	Events	Organizer	Director	Location	Courts	Limit
February 18	Level 7	NTRP 18+ 3.0-5.0	MS, WS	Placer CTA	Stevan Fernandes	Roseville	8	16
February 24-25	Level 6	NTRP 18+ 3.0-5.0	MS, WS, MD, WD	Placer CTA	Stevan Fernandes	Roseville	8	16
March 16-17	Level 6	Open	MS, WS, MD, WD	Del Norte Club	Joseph Ballard	Sacramento	6	8
March 31	Level 7	NTRP 18+ 3.0-5.0	MS, WS	Placer CTA	Stevan Fernandes	Roseville	8	16
April 20-21	Level 6	NTRP 18+ 3.0-5.0	MS, WS, MD, WD	Placer CTA	Stevan Fernandes	Roseville	8	16
April 27-28	Level 6	NTRP 18+ 2.5-5.0, 55+ 3.0-4.5	MS, WS	Four Directions Tennis	Craig Pasqua	San Jose	11+7	16
April 28	Level 7	NTRP 18+ 3.0-5.0	MS, WS	Placer CTA	Stevan Fernandes	Roseville	8	16
May 25-26	Level 6	NTRP 18+ 3.0-5.0	MS, WS, MD, WD	Placer CTA	Stevan Fernandes	Roseville	8	16
June 2	Level 7	NTRP 18+ 3.0-5.0	MS, WS	Placer CTA	Stevan Fernandes	Roseville	8	16
August 11	Level 7	NTRP 18+ 3.0-5.0	MS, WS	Placer CTA	Stevan Fernandes	Roseville	8	16
August 24-25	Level 6	NTRP 18+ 3.0-5.0	MS, WS, MD, WD	Placer CTA	Stevan Fernandes	Roseville	8	16
September 7-8	Level 6	NTRP 18+ 3.0-5.0	MS, WS, MD, WD	Placer CTA	Stevan Fernandes	Roseville	8	16
September 22	Level 7	NTRP 18+ 3.0-5.0	MS, WS	Placer CTA	Stevan Fernandes	Roseville	8	16
October 6	Level 7	NTRP 18+ 3.0-5.0	MS, WS	Placer CTA	Stevan Fernandes	Roseville	8	16
October 12-13	Level 6	NTRP 18+ 3.0-5.0	MS, WS, MD, WD	Placer CTA	Stevan Fernandes	Roseville	8	16
October 19-20	TBD	NTRP 18+ 3.0 - 5.0	MS, WS, MD, WD, MX	Park Terrace Swim and Tennis Club	Monty Basnyat	Sacramento	7	8
November 9-10	Level 6	NTRP 18+ 3.0-5.0	MS, WS, MD, WD	Placer CTA	Stevan Fernandes	Roseville	8	16

Adult Tournaments								
Date	Level	Divisions	Events	Organizer	Director	Location	Courts	Limit
December 1	Level 7	NTRP 18+ 3.0-5.0	MS, WS	Placer CTA	Stevan Fernandes	Roseville	8	16

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

Mr. Madison left the meeting following the Legal Updates.

- Election of General Counsel. Jonathan Madison was elected as USTA NorCal General Counsel, following a motion to nominate duly made by President Sloan and seconded by Mr. Wheeler. The vote to elect was 11 in favor, none opposed and no abstentions.

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

8. Executive Committee Report

President Sloan reported that on November 29, 2023, the Executive Committee met to determine how NorCal would direct Delegate Scales to vote on behalf of NorCal at the upcoming Special Meeting of the Executive Council on the two Call Items up for consideration. The first (R1) permits a Tournament Director to serve in a Dual Role as Referee in any tournament sanctioned by a Sectional or District Association, provided there is authorization by the Section and the person has completed USTA-required training. The second (R2) gives authority to Section designees and Section/District Governance Committees to assess suspension points, and creates reciprocity so that when a Section suspends a player from competing in sanctioned tournaments, they are suspended everywhere. The Executive Committee unanimously voted to direct Delegate Scales to vote against R1 and in favor of R2, and for a prepared statement summarizing NorCal's position to be read during the Executive Council Meeting.

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

9. 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:

- 5 recommendations being made by the Adult Tournament Committee
- 8 recommendations being made by the Adult League 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 President Sloan and seconded by Ms. Norman. 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.

10. Action Item: Amendment & Restatement of Committee Charters

President Sloan presented the amended and restated Committee Charters for consideration, which have been marked to show recommended changes. It was noted that several of the Charters have been amended by the Board since their original adoption in February 2023 and that all such amendments have been incorporated into the proposal.

These Charters formally establish the Authority, Membership, Operations, Charges and Responsibilities of each Committee. In some circumstances, the Charter for a Committee will delegate specific authority to a Committee to act without further Board approval under a Delegation of Authority section; however, pursuant to the Governance Policies adopted by the Board, any such actions must be reported to the Board at the meeting immediately following their adoption.

President Sloan noted that the Hall of Fame Committee Charter is not included - this is currently being worked on and will be presented at the January Board meeting.

Following discussion, the following motion was duly made by Ms. Barnes, seconded by Ms. Airola-Murveit, and **approved** by a vote of 11 in favor, none opposed, and no abstentions.

RESOLVED: That, effective immediately, the Charters for USTA NorCal Committees are hereby amended and restated as they appear in Exhibit B.

11. Action Item: Adult League Administrative Grievance Procedures

President Sloan presented the Action Item to establish procedures for hearing Adult League Administrative Grievances. Several months ago, the Adult League Charter was amended to officially assign the responsibility for handling Administrative Grievances related to the Adult League program with the Adult League Committee ("ALC"). The proposed procedures formalize the process under which these grievances will be handled. These procedures include the ability (already in the ALC Charter) to decide these grievances through non-unanimous electronic voting.

Following discussion, the following motion was duly made by Ms. Costamagna, seconded by Ms. Nicholson, and **approved** by a vote of 11 in favor, none opposed, and no abstentions.

RESOLVED: That, effective immediately, the USTA NorCal Procedures for Adult League Administrative Grievances, attached as Exhibit C, is hereby approved.

12. Delegated Authority Decision Report

President Sloan 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 13 new grievances filed with the Adult Leagues Grievance Committee
- Consideration of 1 new administrative grievance filed with the Adult Leagues Committee
- Consideration of 2 new grievance appeals filed with the Adult Leagues Grievance Appeals Committee
- Consideration of 1 new Adult League medical appeal filed with the Adult Leagues Medical Appeals Committee
- Consideration of 52 new NTRP Self-Rate appeals filed with the NTRP Self-Rate Appeals Committee
- Designations by the Adult Tournament Committee of the Gold Cup Tournaments, Tournaments of the Year, and Level 4 Tournaments
- The awarding of \$20,000 in Community Program Grants by the Community Programs Committee
- The awarding of \$9,000 in High School Grants by the Community Programs 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.

13. New & Returning Organization Members

Mr. Wenger presented the report of 4 returning Organization Members and 4 new Organization Members since the last time the Board met on October 18, 2023, so that the Board may fulfill its obligation to review such report pursuant to USTA NorCal Bylaw III.D. This brings the new total of Organization Members to 372. No concerns were raised by any of the Directors.

14. Treasurer's Report

Mr. Wenger directed the Board's attention to the financial statements distributed with the meeting packet and noted that there are two months of financials being reported at this meeting for the months of September and October.

- The cash balance as of September 30 was \$4,656,831 and \$4,544,259 as of Oct. 31. Total equity as of Sept. 30 was \$6,326,662 and \$6,136,167 as of Oct. 31. Mr. Wenger also noted that as of Oct. 31, \$11,017 remained in the account related to the fiscal sponsorship of the Fairfield Challenger Pro-Circuit event.
- Net income for the month of Sept. was -\$51,953 and -\$141,827 for the month of Oct.
- The income statement for September year-to-date shows net income of \$503,047 which is \$570,716 ahead of budget. The income statement for Oct. year-to-date shows net income of \$360,840 which is \$595,649 ahead of budget.
- When factoring in the rest of year forecast for income and expenses, the year-end net income estimate is \$362,778 which is \$473,108 ahead of the adjusted budget deficit of \$110,330.
- Mr. Wenger noted that most accounts were coming in at budget or under budget for various reasons as listed in the notes. It was also pointed out that Adult League revenue is forecast to come in around \$126,420 under budget based on actual participation growth estimates of 6.5% vs. the original budget which included a 10% growth forecast. In addition, a larger than expected number of players are using league credits upon registration which is contributing to lower income. More than offsetting this negative revenue variance is savings in many expense line items.

15. President's Report

- USTA Financial Health: The USTA has had a successful year due to the US Open and the Sections are receiving additional funds as a result. Overall Section funding in 2024 is growing at a rate approved by the USTA Board in 2022.
- Community Tennis Budget & Growth Catalyst Fund: President Sloan reiterated the focus of this \$30 million Fund is on players, coaching and facilities, and \$24 million of which will be distributed to Sections through the Growth Catalyst Fund. The overall budget for Community Tennis exceeds \$50 million. NorCal has been awarded two grants out of the Fund that were discussed in more detail by the Executive Director in her report that follows. Most of the other Section grant requests were for player retention and social tennis. The next two rounds of grant opportunities will be valued at \$9 million each.
- 2024 US Open: 2024 is projected to be more successful than 2023, with projected attendance of 1 million. President Sloan encouraged the Directors to review her full report in greater detail.

16. Executive Director's Report

In addition to the NorCal program statistics and written report included in the meeting packet, as well as the list of NorCal staff holidays and the schedule of 2024 Board Meetings, Ms. Verhoeven's in-meeting presentation included the following:

- Section Connection Report: Ms. Verhoeven reported out on the results of the Section Connection which had approximately 243 in attendance (including 51 non-paying guests). Total expenses were under budget at \$59,738 against revenue of \$4,740. An event survey indicated 86% of the respondents positively rated the event a 4 or 5 (on a 5-point scale), with the same number stating they would recommend the event to others in the future. 62% similarly rated the venue. The Section Connection working group has met to debrief on the event with the goal of planning for 2024.
- Growth Catalyst Fund Grants - Officials: NorCal has received a \$225,000 grant for the recruitment and retention of officials that will be used in collaboration with the co-sponsor of this grant, USTA Southern California. Funds will be used to hire a coordinator in each Section (2 year minimum) that will be responsible for coordinating recruitment events, implement a marketing campaign, facilitate two annual Officials Summits to provide professional development training and serve as a networking opportunity to build a community, and create a mentoring program.
- Growth Catalyst Fund Grants - Advocacy Initiative: NorCal has received a \$142,825 grant to hire a full-time staff person (3 year minimum) whose focus will be the retention of tennis courts in a proactive and reactive manner. This person will develop supporting documents, nurture relationships with public and private facilities, lead and educate volunteer advocacy groups, and be a resource connecting facilities with opportunities. The new staff member will also be responsible for researching public facilities and assessing tennis courts to determine if they are playable and if they are being properly utilized. If courts do not meet expectations, it would also be the staff person's responsibility to recommend resources available and connect them with community staff to get remediation programs started.

Ms. Verhoeven asked the Directors to review her written report for other important information, including important events happening during the next several months.

17. Delegate's Report

Mr. Scalse covered the history of the call items (R1 and R2) and why they are to be voted on at a Special Meeting of the USTA Executive Council on Friday. The role of the Delegate in NorCal is to vote as directed by the USTA NorCal Board. NorCal will be opposing R1, which permits Sections to allow Tournament Directors to serve in the dual role of Referee at all Sectionally-sanctioned tournaments, and believes there are concerns related to safety and sportsmanship that will result in Sections that permit this. NorCal will be voting in favor of R2 which allows for additional people to be authorized to assess suspension points for misconduct at tournaments, and to formally establish reciprocity among Sections and the USTA as it relates to suspensions.

17. Old Business - Inside Tennis

Ms. Nicholson reported that the Marketing Committee has discussed the new Inside Tennis proposal, which was similar to the prior year's proposal. The Committee continues to recommend to the Board that NorCal not enter into an agreement with Inside Tennis.

Following discussion, the following motion was duly made by Mr. Panconi, seconded by Mr. Winn, and **approved** by a vote of 11 in favor, none opposed, and no abstentions.

RESOLVED: That the Board accepts the recommendation of the Marketing Committee to not enter into an agreement with Inside Tennis.

18. Adjournment

Following the announcement that the next meeting will be on January 17, 2024, and with no objection, the meeting was adjourned at 9:28 pm.

Respectfully submitted,
Andrea Norman, Secretary

This document contains all committee recommendations made (or not included) since the previous board meeting on October 18, 2023.

Adult Tournament Committee

- 1. NTRP 18+ Level 5 Designation.** This resolution was approved at a meeting held on November 28, 2023 by a vote of 9 in favor, none opposed, no abstentions, and 1 recusal (Mark Fairchilds).

RESOLVED: That the following NTRP 18+ tournaments be designated as Tournaments of the Year for 2024.

3/8 - 3/10: NTRP 18+ Laguna Creek (Elk Grove)

6/15 - 6/16: NTRP 18+ Sierra View CC (Roseville)

Rationale: The selection was made based on the criteria with the tournaments meeting the criteria being considered first. The committee considered geographic distribution, however, due to a limited number of tournaments held in the previous year that would meet the criteria, the Committee decided to designate two TOYs in the Sacramento area that meet the criteria to give players more opportunities to play in a Level 5 tournament to work on their ranking. This deviates from the previously approved criteria that permits one Tournament of the Year in each region. At the time the tournaments were reviewed for Level 5 designations, outside of the tournaments that were already approved for level 4 tournaments, there were no tournaments that applied in other areas that met the criteria to be designated a Level 5 tournament. The Committee will revisit Level 5 designations again in 2024 as more organizations apply to see if any returning tournaments applied for after the primary sanction period meet the criteria to be considered a Level 5 tournament.

- 2. NTRP Gold Cup Series Tournament Designation Criteria.** This resolution was approved at a meeting held on November 28, 2023 by a vote of 9 in favor, none opposed, and no abstentions.

RESOLVED: That, effective immediately, USTA NorCal Adult Tournament Rule 32 is hereby amended as follows to change the criteria for NTRP Gold Cup Series Tournament Designations (stricken-through language is proposed to be deleted; underlined language is proposed to be added).

32. NTRP Gold Cup Series Tournament Designations. Each year, up to 6 NTRP tournaments, in different regions, would be designated as a Level 4 Open: NTRP Gold Cup Series Tournament. Tournaments that meet the following minimum criteria shall be considered first for Gold Cup Series designation:

- The tournament needs to be multiple days;
- The tournament needs to have received an evaluation score higher than 90% (4.5);
- A minimum of ~~15~~25% of the total participants must have completed a player evaluation; and
- The tournament has complied with all applicable USTA NorCal sanction and tournament rules.

Player results in all divisions shall receive Level 4 ranking points in accordance with the USTA Adult and Family Tournament, Ranking & Sanctioning Regulations. All champions of NTRP Gold Cup Series Tournaments shall receive a special piece of USTA NorCal logo wear or other item commemorating their win.

Rationale: The survey participation using the new system (Feefo) is low and many tournaments do not reach the required threshold of 25%. For this reason, this requirement is to be adjusted back to 15%. It is noted that staff will work on emphasizing to players the importance of filling out surveys.

- 3. NTRP Tournament of the Year Designation Criteria.** This resolution was approved at a meeting held on November 28, 2023 by a vote of 9 in favor, none opposed, and no abstentions.

RESOLVED: That, effective immediately, USTA NorCal Adult Tournament Rule 33 is hereby amended as follows to change the criteria for NTRP Tournament of the Year (TOY) Designations (stricken-through language is proposed to be deleted; underlined language is proposed to be added).

33. NTRP Tournament of the Year Designations. Each year, up to 6 NTRP tournaments, in different regions, would be designated as a Level 5 Open: Tournament of the Year Tournament. NTRP Tournaments of the Year (TOY) are those tournaments that, after NTRP Gold Cup Series Tournaments have been designated, receive the highest average rating by participants. Tournaments that meet the following minimum criteria shall be considered first for events to be designated as TOY:

- The tournament needs to be a multiple day event;
 - The tournament needs to have received an evaluation score higher than 90% (4.5);
 - A minimum of ~~15~~25% of the total participants must have completed a player evaluation; and
 - The tournament has complied with all applicable USTA NorCal sanction and tournament rules.
- Player results in all divisions shall receive Level 5 ranking points in accordance with the USTA Adult and Family Tournament, Ranking & Sanctioning Regulations.

Rationale: The survey participation using the new system (Feefo) is low and many tournaments do not reach the required threshold of 25%. For this reason, this requirement is to be adjusted back to 15%. It is noted that staff will work on emphasizing to players the importance of filling out surveys.

- 4. Player of the Year Awards Criteria.** This motion was approved at a meeting held on November 28, 2023 by a vote of 10 in favor, none opposed, and no abstentions.

RESOLVED: That, effective immediately, the criteria for the Adult Tournament Player of the Year Awards for is amended as set forth below (stricken-through language is proposed to be deleted; underlined language is proposed to be added).

Awards Description	Eligibility Criteria	Process
<p>NTRP Singles Player of the Year and NTRP Doubles Team Player of the Year: Awarded annually in each NTRP division to the player with the most ranking points earned in the division during the Grand Prix season. Awarded annually in each NTRP division to player with the with the #1 ranking on the final ranking list. In Doubles - if #1 & #2 have the same number of points and no tiebreak is possible (they are a team) – both will receive the award</p>	<ul style="list-style-type: none"> • Recipient must be current USTA member and residing in Northern California. • Players must qualify for the Grand Prix except that players must play at least two <u>NorCal sanctioned</u> tournaments during the <u>Grand Prix season calendar year</u>. • Recipient cannot have been serving all or part of a 3 month or more probation or suspension within the last 12 months <p>Based on team doubles for all doubles divisions</p>	<p><i>Objective determination made by staff following a review of the players and eligibility criteria.</i></p>

Awards Description	Eligibility Criteria	Process
<p>Senior Singles Player of the Year: Senior Doubles Team of the Year: Awarded annually in each NTRP division to the player with the most ranking points earned in the division during the Grand Prix season. Age Group Singles Player of the Year and Age Group Doubles Team of the Year: <u>Awarded annually in each Age Group division to player/team with the #1 ranking on the final ranking list.</u></p>	<ul style="list-style-type: none"> • Recipient must be current USTA member residing in Northern California. • Players must play a minimum of two <u>NorCal sanctioned</u> tournaments during the season <u>calendar year.</u> • Recipient cannot have been serving all or part of a 3-month or more probation or suspension within the last 12 months. • Based on team doubles for all doubles divisions 	<p><i>Objective determination made by staff following a review of the players and eligibility criteria.</i></p>
<p>Open Singles Player of the Year: Open Doubles Team of Year: Awarded annually in each division to the player with the most ranking points earned in the division during the Grand Prix season. <u>Awarded annually in each Open division to player/team with the #1 ranking on the final ranking list.</u></p>	<ul style="list-style-type: none"> • Recipient must be current USTA member residing in Northern California. • Players must play a minimum of two <u>NorCal sanctioned</u> tournaments during the season <u>calendar year.</u> • Recipient cannot have been serving all or part of a 3-month or more probation or suspension within the last 12 months. • Based on team doubles for all doubles divisions 	<p><i>Objective determination made by staff following a review of the players and eligibility criteria.</i></p>
<p>Family Player Doubles Team of the Year: Awarded annually in each Family division (mother/son, mother/daughter, father/son, father/daughter, husband/wife) to the player with the most ranking points earned in the division during the Grand Prix season. <u>to the team with the #1 ranking on the final ranking list</u></p>	<ul style="list-style-type: none"> • Recipient must be current USTA member residing in Northern California. • Players must play a minimum of two tournaments during the season • Recipient cannot have been serving all or part of a 3-month or more probation or suspension within the last 12 months • Based on team doubles 	<p><i>Objective determination made by staff following a review of the players and eligibility criteria.</i></p>

Awards Description	Eligibility Criteria	Process
<p>Peter Sharkey Award: Monetary award given annually to a man aged 55 and over who has won his first NorCal <u>senior Age Group</u> singles tournament in the preceding calendar year.</p> <p><i>Award amount is determined by the number of recipients and the amount in the bank account.</i></p>	<ul style="list-style-type: none"> • Recipient must be current USTA member. • For tournament to qualify as a player’s first win, it must have at least 5 players in the draw. • Player must apply for the award by the end of the tournament season. • • Player must be a man aged 55 and over who has won his first NorCal <u>senior Age Group</u> singles tournament in the preceding calendar year. 	<p><i>Objective determination made by staff following a review of the players and eligibility criteria.</i></p>

*** The Adult Tournament Committee reserves the right to not select a recipient in any given category in any given year.

Rationale: The current Player of the Year Awards for doubles are based on doubles team rankings. These do not currently exist in the NTRP divisions; therefore, a change of verbiage is needed to clarify how the Player of the Year awards will be presented for the doubles divisions. Additional verbiage change is to conform with current regulations.

5. **2024 NTRP National Championship Endorsement.** This motion was approved at a meeting held on November 28, 2023 by a vote of 10 in favor, none opposed, and no abstentions.

RESOLVED: That, effective immediately, the following amendments to the NorCal endorsement criteria for the NTRP National Championship to clarify the procedure for Mixed Doubles are be approved (stricken-through language is proposed to be deleted; underlined language is proposed addition).

HOW TO QUALIFY FOR THE 2024 NTRP NATIONAL CHAMPIONSHIPS FROM THE NORTHERN CALIFORNIA SECTION

Divisions:

- 18 & Over Men’s & Women’s 3.0, 3.5, 4.0, 4.5, 5.0 Singles/Doubles/Mixed
- 18 & Over Men’s & Women’s 2.5 Singles/Doubles
- 40 & Over Men’s & Women’s 3.0, 3.5, 4.0, 4.5 Singles/Doubles
- 55 & Over Men’s & Women’s 3.0, 3.5, 4.0, 4.5 Singles/Doubles

Northern California’s Quota for 2024: Northern California’s quota is 2 players in each singles division, and 2 teams in each doubles division. Players for the 2 quota spots will be selected using the following criteria:

Selection Criteria

Qualifying events:

- For the 18 & Over 3.0, 3.5, 4.0, 4.5, 5.0 Singles/Doubles/Mixed divisions - USTA NorCal will host a Grand Prix tournament
- For the 18 & Over 2.5 Singles/Doubles divisions and the 40 & Over and 55 & Over (all divisions) - A NorCal Qualifying event will be held.

Spot #1: The **Champion** of the Grand Prix or NorCal Qualifying event will receive NorCal’s endorsement to the 2024 NTRP National Championships. The 2nd place finisher will be the #1 alternate. The 3rd place finisher will be the #2 alternate and the 4th place finisher will be alternate #3. If a draw is not possible due to lack of entries, or if the champion and all three alternates cannot participate, Spot #1 will be filled using the same criteria as spot #2.

* Doubles players qualify **as a team**. If one player from the team cannot go to the NTRP National Championship, the spot will go to the team in 2nd place, followed by the 3rd and then 4th place. If a draw is not possible due to lack of entries, or if the champion and all three alternates cannot participate, spot #1 will be filled using the same criteria as spot #2.

NOTE: If a qualifying event is not held, both spots will be selected using criteria for spot #2

Spot #2: The **highest ranked NorCal player on the last published National Standings List prior to entries closing** will be selected into the 2024 NTRP National Championships. If the top player already received the endorsement as champion of the Grand Prix, the spot will go to the player in 2nd position.

Important: Players must have played at least one (1) tournament in the NorCal section

* For Doubles, the spot will go to the registered **individual** who is the highest ranked NorCal player on the NSL prior to entries closing. They will be able to choose their partner. However, the partner **MUST** also be on the standings list for the same division.

* For Mixed doubles players, the spot will go to the NorCal player who has the largest number of ranking points on the NSL prior to entries closing. They will be able to choose their partner. However, the partner **MUST** also be on the standings list for the same division. If a tie exists between the male and female player, the players will be asked to designate their partner – the team with the higher number of points will be endorsed

NTRP Rating Validation (important changes):

- Players will use their most CURRENT year-end rating, valid in the year of the NTRP National Championship. Players will NOT be allowed to play below their CURRENT level. If a player qualifies for spot #1 or spot #2, but is moved up a rating level, they will be able to participate at the NTRP National Championship at their NEW level. Their spot at the prior level will be given to the player next in line. (see criteria above)
- Self-rated players are not eligible to participate.

Rationale: The amendments will help clarify the selection process for Mixed Doubles. The mixed ranking list is currently separated into a list for men and women. This means there is a #1 female player and a #1 male player. However, only one spot is given to qualify for the mixed doubles championship through the NSL. Combining the number of points per team, helps select the higher rated team for the event.

6. Proposed Amendments to USTA Adult and Family Tournament, Ranking, and Sanctioning Regulations. At a meeting held on November 28, 2023, the Committee was in unanimous support or proposed amendments to these regulations as follows:

That USTA NorCal supports the adoption of the amendments to the USTA Adult and Family Tournament, Ranking, and Sanctioning Regulations (attached as Exhibit A-1, A-2, A-3, A-4 and A-5), *except that* it asks the USTA Adult Competition Committee to consider increasing the number of wild cards to NorCal’s original proposal.

Rationale: The USTA Adult Competition Committee has proposed 5 amendments to the national USTA Adult and Family Tournament, Ranking, and Sanctioning Regulations and has been asked to give feedback within the required 21-day window of notice. Note that this window closed shortly before the December Board Meeting. The Committee supports the adoption of all amendments with one exception, a request to further expand the number of wild cards permitted at Level 5 and 6 tournaments. If the National Committee does not support NorCal’s request, the Committee still favors this amendment as it provides for wild cards, just not as many as is desired. For reference, below is the National Proposal and what NorCal requested:

National Proposal: 4 in a draw of 64 or higher; 2 in a draw of 32; 1 in a draw of 16 or fewer.

NorCal’s Request: 8 in a draw of 64 or higher; 6 in a draw of 32; 4 in a draw of 16 or fewer.

Adult League Committee

- 1. Proposal to Use Match Team App.** This resolution was approved at a meeting held on December 4, 2023 by a vote of 5 in favor, none opposed and no abstentions.

RESOLVED: That USTA NorCal enter into a 2-year contract with Match Tennis App to use this product to help run Adult League Sectionals and other adult league-related events in 2024 and 2025.

Rationale:

Using Match Tennis App has shown that it creates a better experience for players, volunteers and Staff. The proven benefits include:

1. Reduction in the amount of work in running a League Sectionals.
2. Ease for players to sign waivers.
3. After players sign up on Match Tennis App with their contact information, Staff has the ability to contact players via text through the App and can communicate such things as court assignments without the need of coming to the event desk.
4. Captains can submit line-ups through the App eliminating the need for paper line-ups.
5. After line-up approvals, players can now see the line-ups and have it with them as they go to court.
6. When matches are complete, players or captains can enter the scores using the App which creates less congestion at the event desk.
7. With the App, Staff can communicate with captains more efficiently through text.

The fee for using Match Tennis App is \$3.00 per player, which fee has already been approved as a part of the 2024 budget.

- 2. 2024 Flex Leagues.** These resolutions were approved at a meeting held on December 4, 2023 by a vote of 6 in favor, none opposed and no abstentions.

RESOLVED: That the 2024 Flex League program will use the ITF World Tennis Number (WTN) as the rating system and the following rule change is hereby adopted (stricken through language is proposed to be deleted; underlined language is proposed to be added):

~~FLEX League results do not affect NTRP ratings. Players with current NTRP Ratings in Tennis Link must use that rating. They may play no more than 0.5 above their rating level and may not play below their level.~~ Players without ratings must self-rate according to the NTRP guidelines set in the self-rate form. Flex League matches will count towards a player's World Tennis Number (WTN) rating.

~~FLEX League does not accept NTRP related grievances.~~ Players are expected to exercise the highest level of integrity while competing in this program.

RESOLVED FURTHER: That USTA NorCal will use SCALA to run the 2024 Flex League program and the following rule change is adopted so that the SCALA method of breaking ties is incorporated into the rules (stricken through language is proposed to be deleted; underlined language is proposed to be added):

Flight winners will be determined by the standings on the last day of the season. In the event of a tie, tiebreaks will be broken in the following order:

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

RESOLVED FURTHER: That the following two rule changes are adopted to remove COVID restrictions (Stricken through language is proposed to be deleted; underlined language is proposed to be added):

~~During the COVID-19 epidemic California is enduring, facilities may prohibit non-members from coming to the facility.~~ If your facility currently does not allow non-members, you will need to find another facility to play your home matches ~~out of~~ within your the designated area you registered for.

~~During the COVID-19 epidemic California is enduring, USTA NorCal is requiring every player to provide a A new can of balls must be provided for every match they participate in. If both players agree, they can use one new can of balls for the match that by the home player will provide.~~

RESOLVED FURTHER: That the following 2024 Flex League Schedule is hereby adopted.

9 Week Season/6-8 matches depending on the number of players in the area

- Season Dates: January 22 – March 24

- Registration: December 18 - January 16

9 Week Season/6-8 matches depending on the number of players in the area

- Season Dates: April 15 - June 16
- Registration: March 17 - April 7

9 Week Season/6-8 matches depending on the number of players in the area

- Season Dates: July 8 – September 8
- Registration: June 9 – June 30

10 Week Season/6-8 matches depending on the number of players in the area

- Season Dates: September 30 – December 9 (Extra week built in for rain and holiday)
- Registration: September 1 – September 22

Rationale: The use of SCALA and WTN is a positive direction for flex leagues and Adult Competition overall as it gives another option for WTN play on an easy-to-use App based system. The rule change proposals are conforming changes and is removing the COVID-19 rules that are no longer needed.

3. **Adult 65 Move Up Split Up Rule.** This resolution was approved at a meeting held on December 4, 2023 by a vote of 6 in favor, none opposed and no abstentions.

RESOLVED: That beginning with the 2024 Adult League year, the USTA NorCal Move-Up Split-Up rule be amended as follows (stricken through language is proposed to be deleted; underlined language is proposed to be added).

(NorCal LLAR) USTA NorCal Options. USTA NorCal additionally applies the Move-Up/Split-Up Rule in the following leagues that end at sectionals: Combo Doubles, Mixed 55 & Over, ~~Adult 65 & Over~~, Adult 18 & Over (2.5 men only) Mixed 18 & Over (combined 5.0 only).

(NorCal LLAR) USTA NorCal Options, Exempt Teams.

Teams in the following divisions are exempt from the Move Up/Split Up rule:

- Adult DAYTIME Leagues
- Adult 18 & Over 5.5+
- Adult 40 & Over Men's 2.5+
- Adult 40 & Over 5.0+
- Adult 65 & Over
- NorCal Adult 70 & Over
- NorCal Combo 10.0+
- NorCal Mixed 55 9.0

Rationale: Since the rule change to require the Adult 65 & Over winning teams to move-up or split up was been put into place in 2023, the winning 2023 teams that would need to move-up or split up in 2024 expressed concerns that there will be less opportunity for Adult 65 and over players to play as there are not enough players in an area to create more teams. There are also some Adult 65 teams that did not win Sectionals who are also concerned due to the availability of players.

4. **Adult League Awards.** This resolution was approved at a meeting held on December 4, 2023 by a vote of 6 in favor, none opposed and no abstentions.

RESOLVED: That effective immediately, the Adult League Awards be approved as set forth in Exhibit A-6.

Rationale: The criteria for the facility and volunteer awards along with Captain of the Year awards remain unchanged but last year had been approved just for 2022. The Committee is approving the criteria for the following years but will address it if one or more of the criteria needs to be changed in future years. The other player and captain awards will celebrate numerous accomplishments throughout the year. Beginning in 2024 for the 2023 year, we will be hosting an Adult Competition Awards Event yearly to recognize the accomplishments of Adult League and Tournament players. Having this event will be an opportunity for all to come together and celebrate a great year.

5. **(NorCal LLAR) Match Tiebreak In Lieu of a Third Set.** Approved at a meeting held on December 4, 2024 by a vote of 6 in favor, none opposed and no abstentions.

RESOLVED: That effective immediately, the 2.01C(4) Match Scoring and Formats rule be amended as follows (underlined language is proposed to be added):

2.01C(4) Match Scoring and Formats. It is recommended that all matches be the best of three tiebreak sets with a match tiebreak in lieu of a third set. The match tiebreak shall be scored as one set and one game for tiebreak purposes. For play at or below the Sectional level, the Sectional Association may authorize the use of other USTA approved scoring methods and other scoring methods that are compatible with the USTA NTRP Computer Rating System. Other match formats include: best of three tiebreak sets with a set tiebreak at 6-all, pro-set matches, a single set with a set or match tiebreak at 6-all and timed matches. No-Ad scoring can be used with any of the scoring methods.

The method of awarding points in order to determine the winning team of a local league team match and the winner of the local league competition may be the same as that used in championship competition or may be another method compatible with the USTA NTRP Computer Rating System selected by the local league. (See *Reg. 2.03D Competition Format* and *Reg. 2.03E Team Match and Scoring* for championship competition.) The scoring in the event of a default or disqualification shall be 6-0, 6-0. Retirements shall be scored as described in *Reg. 2.03N Scoring of Retirements*.

(NorCal LLAR) Match Tiebreak In Lieu of a Third Set.

1. A third set match tiebreak is mandatory under the following conditions:
 - a. when mandated by the host facility
 - b. when an individual match starts play with 2 hours or less of available court time (e.g. facility closing, another match scheduled on the courts, daylight, etc.)
2. When a match tiebreak is not mandatory, the home team decides whether to play a full third set or a match tiebreak and must notify the opponent at the beginning of the match. If no decision is made at the beginning of the match, the match format shall be best of three tiebreak sets with a match tiebreak in lieu of the third set.
3. The home team shall decide which tiebreak format will be used and must notify the opponent at the beginning of the match (note: the Coman tiebreak is the recommended format). If no decision is made at the beginning of the match, the tiebreak format will default to Coman tiebreak.

Rationale: The proposed amendments to the (NorCal LLAR) Match Tiebreak In Lieu of a Third Set rule clarifies that 1) if no decision is made at the beginning of the match, the match format shall be best of three tiebreak sets with a match tiebreak in lieu of the third set which is the suggested format, and 2) if no decision is made at the beginning of the match regarding tie-break format, the tie-break format shall be Coman format which is the recommended Tie-Break format. The rule is being clarified due to a number of inquiries.

6. **(NorCal LLAR) Multiple Upheld NTRP Grievances.** Approved at a meeting held on December 4, 2023 by a vote of 6 in favor, none opposed and no abstentions.

RESOLVED: That effective immediately, the (NorCal LLAR) Multiple Upheld NTRP Grievances rule be amended as follows (stricken through language is proposed to be deleted; underlined language is proposed to be added):

(NorCal LLAR) Multiple Upheld NTRP Grievances. A sportsmanship grievance will be filed against any captain~~7~~ or co-captain ~~or others~~ who have had ~~condoned, assisted or approved of~~ three (3) players on their team(s) within any rolling 36-month period who were either NTRP dynamically disqualified or disqualified through the NTRP Grievance process ~~by an NTRP Grievance Committee within any rolling 36-month period~~. Promotions do not count towards those three players.

Rationale: This amendment provides clarity to Staff and players regarding when a grievance would be filed if a captain or co-captain has had 3 or more players who were either NTRP dynamically disqualified or disqualified by an NTRP Grievance Committee during the season in which they played for that team. This amendment would also take the discretion away from Staff of having to decide if a captain or co-captain or others condoned, assisted or approved of these players who were dynamically disqualified or disqualified by the NTRP Grievance Committee. It would be up to the NTRP Grievance Committee to determine if a captain, co-captain or other condoned, approved of, or assisted. This is not a frequent situation and has not happened in the last 1.5 years. We are only anticipating 5 to 8 grievance per year.

7. **(NorCal LLAR) Split Start Times.** Approved at a meeting held on December 4, 2023 by a vote of 6 in favor, none opposed and no abstentions.

RESOLVED: That effective immediately, the (NorCal LLAR) Split Start Times rule be amended as follows (stricken through language is proposed to be deleted; underlined language is proposed to be added):

(NorCal LLAR) Split Start Times. When using split start times, a minimum of three courts must be reserved for NTRP divisions utilizing five individual matches and a minimum of two courts for NTRP

divisions utilizing four or less individual matches. The home team must provide the minimum number of courts at either the first or second shift start time of the match. The start time of the second shift shall be scheduled no later than 75 minutes after the scheduled start time of the first shift and within the times specified in the chart above or for daytime, see page 27. For order of play, see Reg. 2.01C(6).

The two charts referenced above are:

LEAGUE	DAYS	MATCH START TIME
Adult, Mixed, Combo	Monday - Friday	6pm - 8pm
	Saturday - Sunday	9am - 6pm
Adult, Mixed, Combo (Playoffs only)	Thursday - Friday	6pm - 8pm
	Saturday - Sunday	8am - 7pm

LEAGUE	DAYS	MATCH START TIME
Adult 18 Daytime Adult 40 Daytime Combo Daytime	Monday - Friday	9am - 11am
NorCal 65 & Over NorCal 70 & Over	Monday - Friday	10am - 1pm

Rationale: Currently we require that the first match of a split start conform to the above times. The second shift of a split start can be scheduled up to 75 minutes after the first matches start. An evening split start match could be scheduled at 8pm and 9:15pm. Last season, staff received complaints about a captain that scheduled four matches with a 7:30pm start (1st shift) and an 8:45pm start (2nd shift). The concern was about having matches so late that, not only did the match risk being unfinished (the lights at that facility go off at 10pm), but players objected to the potential of having a lengthy drive home. This would explicitly keep the second shift start to a reasonable weekday hour.

7. **(NorCal LLAR) Playoffs.** Approved at a meeting held on December 4, 2023 by a vote of 6 in favor, none opposed and no abstentions.

RESOLVED: That effective immediately, the (NorCal LLAR) Playoffs rule be amended as follows (stricken through language is proposed to be deleted; underlined language is proposed to be added):

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

- **Flight of five or fewer teams.** A two-team playoff will be held during the designated first playoff weekend dates. Team #1 will host Team #2.
- **Flights of six or more teams.** A four-team playoff will be held. ~~On~~ During the designated first playoff weekend dates, Team #1 will host Team #4, and Team #2 will host Team #3. The winners from the first playoff weekend will play during the designated second playoff weekend dates. 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 dates 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 timeframes as set forth in (NorCal LLAR) Playoffs. Captains may agree to play a playoff match earlier (but not later) than the designated playoff weekend dates.

(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, or, for Daytime teams by Friday 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, or, for Daytime teams by Friday 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 timeframes. 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 relevant playoff weekend dates.

Rationale: This change is to include and be accurate regarding playoffs for Daytime Leagues. In the current rules, Thursdays and Fridays are not weekends. Daytime teams do not have playoffs on weekends and their posting deadlines are different for the second/third rounds of playoffs.

- 7. 2025 National Adult League Regulations Proposals.** At a meeting held on December 4, 2023, the Committee took straw votes on 15 possible amendments to the USTA Adult League Regulations. The feedback is to be sent to the USTA so that it can be taken into consideration when the USTA League Committee completes its work in considering amendments to these regulations that would become effective with the 2025 season. The proposals below either have the support or have been rejected by the Adult League Committee as noted below, except the Committee has recommended abstaining from the discussion one one proposal. If these positions are also endorsed by the USTA NorCal Board, through approval of the Consent Calendar, these recommendations will be forwarded to the USTA.
- A. 1.04 A – Adding New “10.0” for Adult 18 and “9.0” for Adult 40.** Following discussion, a straw vote was taken with a vote of 6 in favor, 0 opposed and 0 abstentions to **not support** the rule change proposal of 1.04 A – Adding New “10.0” for Adult 18 and “9.0” for Adult 40. The Committee would like to see 5.0, 5.0+, 5.5, etc. to go along with the straight levels.
 - B. 1.04 A – Adding New “10.0” for Adult 18 and Adult 40.** Following discussion, a straw vote was taken with a vote of 6 in favor, 0 opposed and 0 abstentions to **not support** the rule change proposal of adding New “10.0” division for Adult 18 and Adult 40. The Committee would like to see 5.0, 5.0+, 5.5, etc. to go along with the straight levels.
 - C. Adding New “Open” division for Adult 18 , Mixed 18, Adult 40, and Mixed for Leagues.** Following discussion, a straw vote was taken with a vote of 6 in favor, 0 opposed and 0 abstentions to **support** adding a New “Open” division for Adult 18 , Mixed 18, Adult 40, and Mixed for leagues but felt that “open” wasn’t the word to use but instead recommended calling it a 5.0+ league or appropriate NTRP level.
 - D. Extending the Adult league two-team league composition (min. 40% at level) combined levels to (Adult 55, Mixed 18 and Mixed 40).** Following discussion, a straw vote was taken with a vote of 6 in favor, 0 opposed and 0 abstentions to **support** requiring for the Adult 55 Division, Mixed 18, and Mixed 40 Division to maintain a roster with a minimum of 40 percent of its players at the expected rating level in combination or with a combination with the next level up, in its level of play:

6.0 teams require a minimum of 40 percent at 3.0 and/or 3.0 + 3.5
7.0 teams require a minimum of 40 percent at 3.5 and/or 3.5 + 4.0
8.0 teams require a minimum of 40 percent at 4.0 and/or 4.0 + 4.5
9.0 teams require a minimum of 40 percent at 4.5 and/or 4.5 + 5.0
10.0 teams require a minimum of 40 percent at 5.0 and/or 5.0 + 5.5

- E. Section Option to Require all Mixed Doubles Teams to be within .05 of the level.** Following discussion, a straw vote was taken with a vote of 6 in favor, 0 opposed and 0 abstentions to **not support** requiring all Mixed Doubles Teams to be within .05 of the level.
- F. Allowing 5.0 players to play in the 40 & Over league.** Following discussion, a straw vote was taken with a vote of 6 in favor, 0 opposed and 0 abstentions to **not support** allowing 5.0 players to play in a in the 4.5 division of an Adult 40 & Over league.
- G. 2.01C(4) – Allow local league administrators to mark a match as “invalid” if a combination of defaults and retirements occur.** Following discussion, a straw vote was taken with a vote of 6 in favor, 0 opposed and 0 abstentions to **not support** allowing local league administrators to mark a match as “invalid” if a combination of defaults and retirements occur.
- H. 2.03D(1)c – Tie-break format.** Following discussion, a straw vote was taken with a vote of 6 in favor, 0 opposed and 0 abstentions to **not support** the proposed tie-break formats of 7 point set tiebreaker with next point winning at 6 all and 10 point match tiebreaker with next point winning at 10 all. Receivers choice or gender to gender in Mixed.
- I. Discussion on breaking ties in unflighted partial round robins (Nationals).** Following discussion, a straw vote was taken with a vote of 6 in favor, 0 opposed and 0 abstentions to **abstain from the discussion** on breaking ties in unflighted partial round robins (Nationals).
- J. Unknown Defaults.** Following discussion, a straw vote was taken with a vote of 6 in favor, 0 opposed and 0 abstentions to not support the rule change proposal regarding unknown defaults.
- K. Allowing sections to utilize a different option of running dynamic disqualifications at each Sectional Championships.** Following discussion, a straw vote was taken with a vote of 6 in favor, 0 opposed and 0 abstentions to **not support** the rule change proposal allowing sections to utilize a different option of running dynamic disqualifications at each Sectional Championships.
- L. Section option to reverse Mixed Doubles wins when a player is Dynamically DQ’d.** Following discussion, a straw vote was taken with a vote of 6 in favor, 0 opposed and 0 abstentions to **support** the rule change proposal giving the section the option to reverse Mixed Doubles wins when a player is Dynamically DQ’d
- M. Move Up/Split Up Rule for Adult 55.** Following discussion, a straw vote was taken with a vote of 6 in favor, 0 opposed and 0 abstentions to **not support** the rule change proposal for the Move Up/Split Up Rule for Adult 55.
- N. National advancing teams are allowed to stay together at the same level but will be restricted from advancing to any championships.** Following discussion, a straw vote was taken with a vote of 6 in favor, 0 opposed and 0 abstentions to **not support** the rule change proposal to allow National advancing teams to stay together at the same level but restricted them from advancing to any championships.
- O. Lowering the strike threshold.** Following discussion, a straw vote was taken with a vote of 6 in favor, 0 opposed and 0 abstentions to **support** the rule change proposal for lowering the strike threshold if this is addressing the accuracy of ratings.



Proposed Amendment to the 2024 USTA Adult & Family Tournament Regulations

Note: Words underlined and in red are proposed to be added. Deleted text is shown in strikethrough. References are to the 2023 USTA Adult & Family Tournament Regulations, unless otherwise noted.

Proposal 5: USTA National (Adam Hutchinson, Senior Manager of Adult Competition). Amending Regulation VII.A.3.c

- a. Players may be selected on a first come, first served basis. This may only be done using registrations in Serve Tennis. For example, in a draw of 32, the first 32 players to register would be selected and the remainder would be alternates based on when they registered.

Note this would also be allowed in Level 5, 6, and 7 and the regulation refers back to Regulation VII.A.3.c for reference.

Effective Date: January 1, 2024

Rationale - Some Sections and TDs have requested this option to encourage players to register as soon as possible as opposed to waiting until the last minute. TDs will also benefit in knowing they will have full draws.



Proposed Amendment to the 2024 USTA Adult & Family Tournament Regulations

Note: Words underlined and in red are proposed to be added. Deleted text is shown in strikethrough. References are to the 2023 USTA Adult & Family Tournament Regulations, unless otherwise noted.

Proposal 4: USTA National (Adam Hutchinson, Senior Manager of Adult Competition). Amending Regulation VII.A.3.c

- a. *Separating event into multiple draws.* ~~An event may not be separated into more than one draw, unless multiple round robins with a playoff format is used. When such format is used, players shall be waterfalled.~~ An event may be separated into more than one draw. Players must be flighted using either the National Standings List or a rating. If a rating is used, refer to Regulation VII.A.5.a.iv.A for doubles teams. The only draw formats that may be used are the following: Round Robin with a Playoff, First Match Consolation, Single Elimination, or Voluntary Sign-up Consolation.

This proposal allows for separating draws into multiple flights for Level 4s. This will also be allowed for Level 5s, 6s, and 7s and the following regulations will need to be amended:

- VII.B.3.c - *Separating event into multiple draws.* ~~An event may be separated into multiple draws to the extent permitted in Regulation VII.A.3.c.~~ Events may be separated into multiple draws to the extent permitted in Regulation VII.A.3.c
- VII.C.3.c - *Separating event into multiple draws.* ~~An event may be separated into more than one draw. Players may either be waterfalled or be flighted, except that when the multiple round robins with a playoff format is used, players must be waterfalled.~~ Events may be separated into multiple draws to the extent permitted in Regulation VII.A.3.c
- VII.D.3.c - *Separating event into multiple draws.* ~~An event may be separated into multiple draws to the extent permitted in Regulation VII.C.3.c.~~ Events may be separated into multiple draws to the extent permitted in Regulation VII.A.3.c

Effective Date: January 1, 2024

Rationale - Flighted draws have increased in popularity in junior tournaments and many Sections and Tournament Directors want this option for Adults as well. We will only allow split draws to be flighted (like juniors) and not waterfalled to ensure all players are within a similar playing ability. We will restrict the types of draw formats, again like juniors, to only allow for options that work best for this format. Ranking tables will be tiered based on strength with Flight #1 receiving the most ranking points (again, like juniors). By mimicking what juniors have already done, Tournament Directors and Sections can offer this format already knowing it is successful.



Proposed Amendment to the 2024 USTA Adult & Family Tournament Regulations

Note: Words underlined and in red are proposed to be added. Deleted text is shown in strikethrough. References are to the 2023 USTA Adult & Family Tournament Regulations, unless otherwise noted.

Proposal 2: USTA Northern California (Joanna Broda-Schunck, Adult Tournament Specialist).
Amending Regulation VII.D.6.

1. *Selection.* When a draw size is limited, selection will be done as described in Regulation VII.C.5, **except that Sections may use Bottom Up Selection of players for singles and doubles. In the situation that players are selected by the most current National Standing List, all players without a standing will be selected first and then players will be selected from the bottom up of the most recently published National Standings List of the division. In doubles divisions, teams will be selected (and alternates will be ordered) using the lowest combined ratings from the most recently published ratings. For example, in a draw of 16, if the 17th best doubles combination of a WTN of 46.5 (22.5 and 24.0), they would be selected over the 16th best doubles combination had a combined World Tennis Number (WTN) of 46.0 (22.4 and 23.6).**

Effective Date: January 1, 2024

Rationale - Level 7s are tournaments geared towards play and are generally considered "Entry Level". This addition gives Sections the option of selecting players that have no ranking points, as they are trying to get started in the tournaments and often cannot get into any other tournament.



Proposed Amendment to the 2024 USTA Adult & Family Tournament Regulations

Note: Words underlined and in red are proposed to be added. Deleted text is shown in strikethrough. References are to the 2023 USTA Adult & Family Tournament Regulations, unless otherwise noted.

Proposal 3: USTA National (Adam Hutchinson, Senior Manager of Adult Competition). Amending Regulation IV.A.2 and IV.A.3. Also Amending Regulation IX.A.1.b and IX.A.1.c with the same language for rankings.

- Adult Age Group Divisions. Men's and Women's 30, 35, 40, 45, 50, 55, 60, 65, 70, 75, 80, 85, 90, **95**, and **100** Divisions.
- Adult NTRP Divisions.
 - *18 & Over Adult NTRP Divisions.* Singles and doubles events in the Men's and Women's 3.0, 3.5, 4.0, 4.5, 5.0, **and 5.5** 18 & Over Adult NTRP Divisions;
 - *40 & Over Adult NTRP Divisions.* Singles and doubles events in the Men's and Women's 3.0, 3.5, 4.0, 4.5, **and 5.0** 40 & Over Adult NTRP Divisions; and
 - *55 & Over Adult NTRP Divisions.* Singles and doubles events in the Men's and Women's 3.0, 3.5, 4.0, 4.5, **and 5.0** 55 & Over Adult NTRP Divisions.

Effective Date: January 1, 2024

Rationale - A growing number of players have requested the 95s division. By adding this division, we continue to support the core principles of Diversity & Inclusion and recognize that high level tennis can be available to everyone regardless of their age. The 100s division is also being recommended as it is a great opportunity to show that even at the age of 100, tennis is available for those who are able and willing. Offering tennis divisions up to 100 will show that we truly believe tennis is the sport of a lifetime.

We have also received many requests from our higher level players (5.0 and above) for more play opportunities. By adding Adult 18 5.5, Adult 40 5.0, and Adult 55 5.0 to the NTRP National Championships, we are providing more opportunities for Sections to creatively offer these divisions with an advancement opportunity for players and the potential to increase the participation for these divisions.



Proposed Amendment to the 2024 USTA Adult & Family Tournament Regulations

Note: Words underlined and in red are proposed to be added. Deleted text is shown in strikethrough. References are to the 2023 USTA Adult & Family Tournament Regulations, unless otherwise noted.

Proposal 1: USTA National (Adam Hutchinson, Senior Manager of Adult Competition and Christine Costamagna, Chair of Adult Competition Committee) (modified from a USTA Northern California Proposal)

Original Proposal from Northern California (modify VII.A.5, VII.B.5, VII.C.5) - **The maximum number of wild cards that can be awarded are as follows: 8 in a draw of 64 or higher; 6 in a draw of 32; 4 in a draw of 16 or fewer.**

Modified Proposal from USTA National - ~~The maximum numbers of wild cards that can be awarded are as follows: 8 in a draw of 64 or higher; 6 in a draw of 32; 4 in a draw of 16 or fewer.~~ Allow for current wild card regulation as stated in VII.A.5.a.i for all Open, NTRP, Age Division, and Family L4, L5 and L6 Tournaments. Therefore, add the following language: **Wild cards may be awarded using Regulation VII.A.5.a.i.** This will be added to the following regulations:

- VII.A.5.b.i
- VII.B.5.a.i
- VII.B.5.a.ii
- VII.B.5.b.i
- VII.B.5.b.ii
- VII.C.5.a.i
- VII.C.5.a.ii

As a result of this proposal, the following will also be removed from the previously listed regulations: ~~Wild cards may not be awarded.~~

Effective Date: January 1, 2024

Rationale - In some situations, Sections want to grant their Tournament Directors the ability to allow a limited number of wild cards due to a variety of reasons including, but not limited to, high level players who have not recently participated in USTA Sanctioned Tournaments, sponsor exemptions, or other players who should otherwise be selected. Sections should within their own Adult & Family Regulations indicate whether or not they allow for wild cards.

EXHIBIT A-6 - Adult League Awards

Adult League Awards – Facility and Volunteers

Award Description	Eligibility Criteria	Process
League Facilities of the Year: Awarded annually to a League Facility	<ul style="list-style-type: none"> • Hosts at least 10 USTA NorCal Adult Leagues teams during the year • Offers to host a League Sectional Event • Facility and teams playing out of the facility be in good standing with USTA NorCal • Recipient cannot have been serving a probation or suspension within the last 12 months • Cannot win award 2 years in a row 	<i>Objective determination made by staff following a review of the players and eligibility criteria.</i>
Local League Area Coordinator of the Year: Awarded annually to a Local Area Coordinator	<ul style="list-style-type: none"> • Assist with League emails and show initiative to resolve issues on behalf of the league staff. • Volunteers at League events • Cannot win award 2 years in a row 	<i>Objective determination made by staff following a review of the players and eligibility criteria.</i>
Service to Leagues: Awarded annually to an individual who volunteers with Adult Leagues	<ul style="list-style-type: none"> • Goes above and beyond to make Adult Leagues more successful (i.e. length of service to leagues, years played, regular volunteer at league sectionals, etc.) • Cannot win award 2 years in a row 	<i>Objective determination made by staff following a review of the players and eligibility criteria.</i>
League Volunteer of the Year	<ul style="list-style-type: none"> • Volunteers time/effort to make improving Adult Leagues (i.e. suggesting new formats, new leagues, etc., taking an active role in streamlining processes) • Volunteers time/effort to increase Adult League participation numbers • Cannot win award 2 years in a row 	<i>Objective determination made by staff following a review of the players and eligibility criteria.</i>

*** The Adult League Committee reserves the right to not select a recipient in any given category in any given year.

Adult League Awards Criteria - Players

Award Description	Eligibility Criteria	Process
Player of The Year Awarded annually to one male and one female league player	Consider: <ul style="list-style-type: none"> • Win/Loss Ratio • Match count • Most times advancing to Sectionals • Most Sectional Wins • Most Blue Ribbon sportsmanship awards • Player must be considered in good standing as determined by USTA NorCal 	<i>Objective determination made by staff following a review of the players and eligibility criteria.</i>
Most Matches Played: Awarded annually to one male and one female league player in the following age brackets <ul style="list-style-type: none"> • 18-39 • 40-55 • 55+ 	<ul style="list-style-type: none"> • Player who played the most matches (defaults don't count) • Cannot win award 2 years in a row • Player must be considered in good standing as determined by USTA NorCal 	<i>Objective determination made by staff following a review of the players and eligibility criteria.</i>

<p>Most Improved Player: Awarded annually to one male and one female league player</p>	<ul style="list-style-type: none"> • C rating only • Evaluated by start and end dynamics • Cannot win award 2 years in a row • Player must be considered in good standing as determined by USTA NorCal 	<p><i>Objective determination made by staff following a review of the players and eligibility criteria and nominations submitted</i></p>
<p>Sportsmanship Award Awarded annually to one male and one female league player</p>	<ul style="list-style-type: none"> • Eligibility based off Blue Ribbon report • Cannot win award 2 years in a row • Player must be considered in good standing as determined by USTA NorCal 	<p><i>Objective determination made by staff following a review of the players and eligibility criteria.</i></p>
<p>Best Win/Loss Ratio Awarded annually to one male and one female league player in the following age bracket</p> <ul style="list-style-type: none"> • 18-39 • 40-55 • 55+ 	<ul style="list-style-type: none"> • Does not include defaults • Cannot win award 2 years in a row • Player must be considered in good standing as determined by USTA NorCal 	<p><i>Objective determination made by staff following a review of the players and eligibility criteria.</i></p>
<p>Most Matches Played At Sectionals Awarded annually to one male and one female</p>	<ul style="list-style-type: none"> • One point per league (not how many teams in total) • Cannot win award 2 years in a row • Within a calendar year • all leagues included • Player must be considered in good standing as determined by USTA NorCal 	<p><i>Objective determination made by staff following a review of the players and eligibility criteria.</i></p>
<p>Leagues Played Milestone Awards</p>		<p><i>Objective determination made by staff following a review of the players and eligibility criteria.</i></p>

*** The Adult League Committee reserves the right to not select a recipient in any given category in any given year.

Adult League Awards Criteria - Captains

Award Description	Eligibility Criteria	Process
<p>Adult League Captain of the Year: Awarded annually to an Adult League Captain in each league area.</p>	<ul style="list-style-type: none"> • Recipient must be current USTA member residing in Northern California. • Recipient must captain a minimum of two leagues during the league year • Player must be considered in good standing as determined by USTA NorCal • Cannot win award 2 years in a row 	<p><i>Objective determination made by staff following a review of the players and eligibility criteria and nominations submitted</i></p>
<p>Total number of times captaining a team to Sectional Championships Awarded annually to one male and one female league player</p>	<ul style="list-style-type: none"> • Based on the calendar year • Cannot win award 2 years in a row • Co-captains are not eligible. • Player must be considered in good standing as determined by USTA NorCal 	<p><i>Objective determination made by staff following a review of the players and eligibility criteria.</i></p>

<p>Captain who Captained the most amount of teams Awarded annually to one male and one female league player</p>	<ul style="list-style-type: none"> • Based on the calendar year • Cannot win award 2 years in a row • Must be the primary captain (co-captains are not eligible) • Player must be considered in good standing as determined by USTA NorCal 	<p><i>Objective determination made by staff following a review of the players and eligibility criteria and nominations submitted</i></p>
<p>New Captain of the Year Awarded annually to one male and one female league player</p>	<ul style="list-style-type: none"> • Eligibility based off Blue Ribbon report • First time captains only • Player must be considered in good standing as determined by USTA NorCal 	<p><i>Objective determination made by staff following a review of the players and eligibility criteria.</i></p>
<p>Captain Milestone Awards Recognize captains for years of service/number of teams captained</p>	<ul style="list-style-type: none"> • Similar to the league match milestones 	<p><i>Objective determination made by staff following a review of the players and eligibility criteria.</i></p>

*** The Adult League Committee reserves the right to not select a recipient in any given category in any given year.

USTA NorCal Committee Charters

Authority, Membership and Operations Sections for All Committees of the Corporation except those Committees that have different Membership and Operations Sections as shown on the Charters that follow.

Authority

1. The _____ 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").
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. The President is an *ex officio* member of the Committee.

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.

Charges, Responsibilities and Delegation of Authority Sections for All Committees of the Corporation except those Committees that have different Membership and Operations Sections which are included in the information that follows (and are highlighted in blue)

Adaptive Tennis Committee

Committee Charge: The purpose of the Adaptive Committee is to give tennis players with intellectual and physical disabilities the opportunity to participate in the game of tennis.

Responsibilities

1. Promote and develop recreational tennis opportunities for the adaptive population through inclusion and support through programming, equipment, instruction and events.
2. Advise, assist, work and collaborate with the USTA NorCal Staff, the USTA Network and overall tennis industry in providing and supporting adaptive tennis.
3. Assist with existing special events serving the adaptive population including (for example, Special Olympics, events for persons with autism, events for the blind).

Delegation of Authority

This Committee has not been delegated any authority by the USTA NorCal Board of Directors.

Adult Leagues Committee

Operations

1. The Committee will meet with such frequency as it may determine. The Chair of the Committee will preside over all meetings of the Committee.
2. The majority of the Committee members 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. *Only when considering Administrative Grievances filed pursuant to the USTA League Regulations, the Committee has been authorized to make decisions by Non-Unanimous Electronic Voting as described in the United Tennis Association Northern California Policies on Decision Making Governance which requires the following:*
 - a. A quorum of the members, as set forth in the USTA NorCal Bylaws must participate in the vote;
 - b. A deadline for voting must be announced and any vote received after this deadline does not count; and
 - c. All votes and any information shared by committee members during the vote are considered organizational records and will be maintained by USTA NorCal staff.
5. Unless the Committee otherwise directs, the Executive Director may attend all Committee meetings.
6. 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.
7. 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.
8. 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: The purpose of the Adult Leagues Committee is to promote and provide recreational and competitive league team opportunities for players aged 18 and over.

Responsibilities

1. To advise, assist, work and collaborate with the USTA NorCal staff, the USTA Network and overall tennis industry.
2. Monitor participation in USTA NorCal adult league programs to identify areas for growth and concerns related to retention.
3. Develop ideas for new Adult League product(s) offerings and analyze and make recommendations for retiring product lines where demand no longer supports the resources to host events. Explore WTN play opportunities for Adult League players.
4. Secure host sites and make recommendations on hosting League Championships, and the annual awards event.
5. Support entry-level growth, retention and customer service for adult league players at all levels.
6. Ensure clear and consistent rules and regulations and are compliant with the National League Regulations.
7. Support education and training for captains and players.
8. Develop, compile, review, evaluate and report on the results of the 2023 Player Survey.
9. Collaborate with the Adult Tournament Committee to grow participation in NTRP National Championship Qualifiers and the NTRP National Championships and develop similar play opportunities.
10. Develop sportsmanship initiatives and recognition opportunities.

Delegation of Authority

The only authority specifically delegated to the Committee by the Board is set forth below:

- The Committee is authorized to select the winners of the Adult League Awards, based on the criteria previously approved by the USTA NorCal Board.
- The Adult League Committee is authorized to investigate and decide matters relating to Administrative Grievances, which shall be handled in a manner consistent with the requirements of the USTA League Regulations and the procedures for handling these grievances adopted by the USTA NorCal Board.
- The Adult League Committee is authorized to provide feedback to USTA NorCal staff when the USTA requests input that will affect decisions that impact the overall USTA Adult League Program; provided that feedback that seeks approval of a potential or formal amendment to the USTA Adult League Regulations must first be submitted to the Board for approval, and any other feedback must copy the President and Executive Director when submitted. This delegation of authority does not include the authority to submit a proposal to amend the USTA Adult League Regulations which must first be submitted to the Board for approval.

Notwithstanding this delegation of authority, any time a decision involves a conflict of interest, the action must be submitted as a recommendation to the USTA NorCal Board of Directors for approval.

Adult League Grievance Appeals Committee

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. No member of the Committee may be a member of the Adult League Grievance Committee.
4. The President is an *ex officio* member of the Committee.

Operations

1. The Committee will meet with such frequency as it may determine. The Chair of the Committee will preside over all meetings of the Committee.
2. The majority of the Committee members 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. The Committee has been authorized to make decisions by Non-Unanimous Electronic Voting as described in the United States Tennis Association Northern California Policies on Decision Making Governance which requires the following:
 - a. A quorum of the members, as set forth in the USTA NorCal Bylaws must participate in the vote;
 - b. A deadline for voting must be announced and any vote received after this deadline does not count; and
 - c. All votes and any information shared by committee members during the vote are considered organizational records and will be maintained by USTA NorCal staff.
5. Unless the Committee otherwise directs, the Executive Director may attend all Committee meetings.
6. 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.
7. 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.
8. 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: The purpose of the Adult League Grievance Appeal Committee is to review and decide upon all appeals of grievance decisions made by the USTA Adult League Grievance Committee, within the parameters of the USTA League Regulations.

Responsibilities

Review all Adult League grievance appeals submitted to USTA NorCal.

Delegation of Authority

The only authority specifically delegated to the Committee by the Board is set forth below:

- The Adult League Grievance Appeals Committee is authorized to investigate and decide matters relating to appeals of grievances decided by the Adult League Grievance Committee, which shall be handled in a manner consistent with the requirements of the USTA League Regulations.

Notwithstanding this delegation of authority, any time a decision involves a conflict of interest, the action must

be submitted as a recommendation to the USTA NorCal Board of Directors for approval.

Adult League Grievance Committee

Committee Charge: The purpose of the Adult League Grievance Committee is to review and decide upon all USTA Adult League Grievances within the parameters of the USTA League Regulations.

Operations

1. The Committee will meet with such frequency as it may determine. The Chair of the Committee will preside over all meetings of the Committee.
2. The majority of the Committee members 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. The Committee has been authorized to make decisions by Non-Unanimous Electronic Voting as described in the United Tennis Association Northern California Policies on Decision Making Governance which requires the following:
 - a. A quorum of the members, as set forth in the USTA NorCal Bylaws must participate in the vote;
 - b. A deadline for voting must be announced and any vote received after this deadline does not count; and
 - c. All votes and any information shared by committee members during the vote are considered organizational records and will be maintained by USTA NorCal staff.
5. Unless the Committee otherwise directs, the Executive Director may attend all Committee meetings.
6. 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.
7. 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.
8. 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.

Responsibilities

Review all Adult League grievances submitted to USTA NorCal.

Delegation of Authority

The only authority specifically delegated to the Committee by the Board is set forth below:

- The Adult League Grievance Committee is authorized to investigate and decide matters relating to grievances arising out of USTA NorCal Adult League, which shall be handled in a manner consistent with the requirements of the USTA League Regulations.

Notwithstanding this delegation of authority, any time a decision involves a conflict of interest, the action must be submitted as a recommendation to the USTA NorCal Board of Directors for approval.

Adult League Medical Appeals Committee

Operations

1. The Committee will meet with such frequency as it may determine. The Chair of the Committee will preside over all meetings of the Committee.
2. The majority of the Committee members 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. The Committee has been authorized to make decisions by Non-Unanimous Electronic Voting as described in the United Tennis Association Northern California Policies on Decision Making Governance which requires the following:
 - a. A quorum of the members, as set forth in the USTA NorCal Bylaws must participate in the vote;
 - b. A deadline for voting must be announced and any vote received after this deadline does not count; and
 - c. All votes and any information shared by committee members during the vote are considered organizational records and will be maintained by USTA NorCal staff.
5. Unless the Committee otherwise directs, the Executive Director may attend all Committee meetings.
6. 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.
7. 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.
8. 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: The purpose of the Adult League Medical Appeals Committee is to review and decide upon all medical appeals within the parameters of the USTA League Regulations.

Responsibilities

Review all Adult League medical appeals submitted to USTA NorCal.

Delegation of Authority

The only authority specifically delegated to the Committee by the Board is set forth below:

The Adult League Medical Appeals Committee is authorized to investigate and decide matters relating to medical appeals arising out of USTA NorCal Adult League, which shall be handled in a manner consistent with the requirements of the USTA League Regulations.

Adult Tournament Committee

Committee Charge: The purpose of Committee is to develop, promote, and monitor the Adult Tournament system within the Northern California Section to ensure that it:

- Retains and grows participation; and
- Provides players of all abilities and backgrounds the opportunity to compete in recreational and competitive tournaments.

Responsibilities

1. To advise, assist, work and collaborate with the USTA NorCal Staff and overall tennis industry on adult tournaments.
2. Monitor participation in USTA NorCal Adult Tournaments to identify areas for potential growth and concerns related to retention.
3. Research adult tournament activities and make recommendations on all policies relating to Adult Tournaments.
4. Recommend sites for USTA and USTA NorCal Adult Tournaments.
5. Propose new Adult Tournament programming and retirement of declining programming for the benefit of USTA NorCal players.
6. Review tournament play data at all levels to determine the success of alternative formats which will drive

decisions and amendments to existing programs.

7. Further develop an outreach plan to engage new tournament hosts (i.e. Parks & Recreation facilities)
8. Identify opportunities to launch team tennis and age/NTRP tournaments and combination formats.
9. Educate players on the World Tennis Number (WTN) and pilot level-based events using the WTN.
10. Collaborate with Marketing to develop a comprehensive plan to educate all constituents, including new and existing players, on products.
11. Collaborate with other committees to explore growth opportunities.

Delegation of Authority

The only authority specifically delegated to the Committee by the Board is set forth below:

- The Adult Tournament Committee is authorized to provide feedback to USTA NorCal staff when the USTA requests input that will affect decisions that impact the overall USTA adult and family competitive structure; provided that feedback that seeks approval of a potential or formal amendment to the USTA Adult and Family Tournament, Ranking, and Sanctioning Regulations must first be submitted to the Board for approval, and any other feedback must copy the President and Executive Director when submitted. This delegation of authority does not include the authority to submit a proposal to amend the USTA Adult and Family Tournament, Ranking, and Sanctioning Regulations which must first be submitted to the Board for approval.
- The Committee is authorized to select the winners of the Adult Tournament Awards, based on the criteria previously approved by the USTA NorCal Board.
- The Committee is authorized to select organizations to receive grants, based on the criteria previously approved by the USTA NorCal Board.
- The Committee is authorized to designate Adult ranking tournaments as Tournaments of the Year or Gold Cup Series Tournaments, based on criteria previously approved by the USTA NorCal Board, which in some cases may make those tournaments eligible for grants.
- The Committee is authorized to assign the Level of a previously-approved sanction for an Adult ranking tournament.

Notwithstanding this delegation of authority, any time a decision involves a conflict of interest, the action must be submitted as a recommendation to the USTA NorCal Board of Directors for approval.

Audit Committee

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. 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.

Committee Charge: Subject to supervision of the Board of Directors, the Audit Committee's purpose is to

recommend to the 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, subject to approval by the Board.

Responsibilities

- Annually recommend the engagement of an auditor to the USTA NorCal Board.
- 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 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.

Awards Committee

Committee Charge: The purpose of the Committee is to identify individuals and organizations that have made significant contributions to the game of tennis and the USTA NorCal Section.

Responsibilities

1. To advise, assist, work and collaborate with the USTA NorCal staff to honor individuals and organizations that contribute to and serve the game of tennis in a significant fashion within USTA NorCal Section.
2. Develop and administer an awards selection procedure and ceremonies that will honor individuals and organizations that significantly contribute to and serve the game of tennis in the NorCal Section.
3. Identify and promote award winners in the various geographical communities of the NorCal Section.
4. Assist with the high-level planning of the various awards ceremonies which are held each year.
5. Attend the awards recognition ceremonies to support and congratulate award winners.

Delegation of Authority

The only authority specifically delegated to the Committee by the Board is set forth below:

- The Committee is authorized to select the winners of USTA NorCal Awards, based on criteria previously approved by the USTA NorCal Board and whenever this authority has not been delegated to another Committee.
 - The Committee is authorized to select USTA NorCal's nominee national USTA awards, for which the USTA has established the criteria for nomination, whenever this authority has not been delegated to another Committee. Notwithstanding this delegation of authority, any time a decision involves a conflict of interest, the action must be submitted as a recommendation to the USTA NorCal Board of Directors for approval.
-

Budget and Finance Committee

Committee Charge: The purpose of the Committee is to prepare the annual proposed budgets for the Board of Directors and review the impact on the USTA NorCal budget in respect to USTA NorCal programs that significantly impact the budget.

Responsibilities

1. Solicit program and operational information from USTA NorCal Executive Director, Departments, and committee chairs for budget development.
2. Annually, recommend a budget for approval by the USTA NorCal Board.
3. Research financial trends within the USTA NorCal Section.
4. Identify, monitor and forecast financial concerns and issues.
5. Review all mid-year requests for new funding and reallocation of funds already budgeted made by staff and committees, prior to presentation of these requests to the Board for approval.

Delegation of Authority

This Committee has not been delegated any authority by the USTA NorCal Board of Directors.

Coaches Commission

Committee Charge:

To create a network of coaches in the section that promote the player development pathway by supporting the Early Development (EDC) Camp structure, Team NorCal and identifying players that are strong candidates for TEAM USA Regional Camps that will help train a continuous wave of fundamentally sound 8-14 year olds in alignment with the USTA Teaching and Coaching Philosophy.

Responsibilities

1. Assist NorCal in building a network of coaches residing in NorCal.
2. Assist NorCal staff in identifying coaches to work the Early Development Camps ("EDCs"), Team NorCal, and Team USA Regional training camps.
3. Provide feedback and support to NorCal staff in the development of coaching education workshops.
4. Propose for approval by the Board a selection process for EDCs that is to include the use of the PlayTracker and WTN.
5. Assist NorCal staff in identifying camp and workshop locations.
6. Collaborate with the Junior Council to educate coaches about the World Tennis Number and how it's used in NorCal, nationally, in collegiate tennis, and at ITF tournaments.
7. Develop an outreach plan to increase the number of women and diverse coaches in the section.
8. Consistently attend tournaments with the purpose of identifying players who should be considered to attend camps.

Delegation of Authority

The only authority specifically delegated to the Committee by the Board is set forth below:

- The Coaches Commission is authorized to select the dates and locations of training camps.
- The Coaches Commission is authorized to recommend coaches to staff to be hired to work at the training camps.
- The Coaches Commission is authorized to select the players who attend the training camps. Notwithstanding this delegation of authority, any time a decision involves a conflict of interest, the action must be submitted as a recommendation to the USTA NorCal Board of Directors for approval.

Notwithstanding this delegation of authority, any time a decision involves a conflict of interest, the action must be submitted as a recommendation to the USTA NorCal Board of Directors for approval.

Community Programs Committee

Committee Charge: The purpose of the Community Programs Committee is to promote, develop, and evaluate all grassroots and activation programs to increase tennis participation in local communities.

Responsibilities

1. Propose to the Board a set of criteria for National Junior Tennis Leagues (NJTLs), Community Tennis Associations (CTAs), H.I.T.S., and schools programs grants to increase the number of providers and player participation.
2. Establish an outreach strategy to inform community partners/stakeholders of the NorCal, National, and USTA Foundation resources available to apply for.
3. Research and create an advocacy plan on implementing grassroots programming in public facilities.
4. Develop and provide resources (i.e. collateral, program materials, coaching education) for providers in school's, NJTLs, and CTAs to help increase unique participation.
5. Develop an evaluation process to assess the effectiveness of the H.I.T.S program at the completion of each session.
6. Propose to the Board a set of criteria for recognizing players and community providers at the Aces Awards and the Junior Player Party.

Delegation of Authority

The only authority specifically delegated to the Committee by the Board is set forth below:

1. The Committee has the authority to determine the locations for events and programs.
2. The Committee is authorized to select the winners of awards, based on the criteria previously approved by the USTA NorCal Board.
3. The Committee is authorized to select organizations to receive grants, based on the criteria previously approved by the USTA NorCal Board.

Notwithstanding this delegation of authority, any time a decision involves a conflict of interest, the action must be submitted as a recommendation to the USTA NorCal Board of Directors for approval.

Constitution and Rules Committee

Committee Charge: The purpose of the Committee is to:

- when appropriate, propose new provisions or amendments to the USTA NorCal Bylaws; and
- review the form of new provisions or amendments to the USTA NorCal Bylaws proposed by other proposers to reduce ambiguity, promote clarity and keep all provisions of the same in conformity with each other and with the USTA Bylaws.

Responsibilities

1. Advise, assist, work and collaborate with the USTA NorCal staff and Board to ensure conformity of USTA NorCal Bylaws and any requirement placed on NorCal by the USTA.
2. Facilitate cross-committee communication so that proposed new provisions or amendments to the USTA NorCal Constitution and Bylaws are fully vetted and prepared for discussion and vote.
3. Investigate whether it is in the best interests of USTA NorCal to adopt a Constitution and report findings to the Board.
4. Solicit feedback from the Board with respect to the Committee's draft proposals to adopt a USTA NorCal Constitution and/or propose new provisions and/or amendments to the USTA NorCal Bylaws.
5. Formally present to the Board for a recommendation to the Voting Members, amendments proposed by the Committee to the USTA NorCal Bylaws, pursuant to the applicable provisions of the Bylaws.

Delegation of Authority

The only authority specifically delegated to the Committee by the Board or the USTA NorCal Bylaws is set forth below:

• Pursuant to the Bylaws, propose new provisions and amendments to the USTA NorCal Constitution and Bylaws. Notwithstanding this delegation of authority, any time a decision involves a conflict of interest, the action must be submitted as a recommendation to the USTA NorCal Board of Directors for approval.

Diversity and Inclusion Committee

Committee Charge: The purpose of the Committee is to advise, and collaborate with USTA NorCal staff, the USTA Network and overall tennis industry to promote greater diversity and inclusion in tennis player participation and in USTA NorCal services, activities, events and programs.

Responsibilities

1. Evaluate opportunities and initiatives to promote greater diversity and inclusion among participants in all USTA NorCal programs, activities, events and the volunteer corps.
2. Support USTA NorCal program providers in diversity and inclusion efforts.
3. Attend diversity and inclusion events to develop partnership opportunities to attract a new audience of players.
4. Research and develop diversity and inclusive partnerships and collaborations.
5. Review and enhance strategies to attract, engage and retain a new generation of diverse players.
6. Research and provide resources for grants and scholarship opportunities, including an outreach strategy to ensure eligible applicants are aware of the opportunities (i.e. USTA Foundation grants, Tennis Venue Services).
7. Develop a strategy to recruit and develop diverse coaches.
8. Research and develop program opportunities to promote health, wellness, and teamwork while building self-esteem through tennis for young girls.
9. Support the development of the National Junior Tennis League (NJTL's) chapters by providing play opportunities and coach education opportunities.
10. Collaborate with the Adult Tournament Committee to survey, strategize, and develop a plan to increase the number of women playing tournaments.

Delegation of Authority

This Committee has not been delegated any authority by the USTA NorCal Board of Directors.

Employee Relations Committee

Committee Charge: The purpose of the Committee is oversight and investigation of personnel matters of USTA NorCal and issuing recommendations and actions to the Board of Directors for approval and implementation.

Responsibilities

1. Provide advice and recommendations on methodology required to measure current and future levels of employee engagement throughout USTA NorCal.
2. Provide advice and recommendations on how to increase awareness and competencies related to engagement for all employees. This might include training programs, guest speaker programs, and other forms of communication.
3. Address, as appropriate and as requested, employee to employee relationships as well as relationships between staff and Board members, and between staff and volunteers.
4. Coordinate the evaluation of the Executive Director's performance with input and advice from the Board.
5. In conjunction with the Human Resources department and the Budget Committee, explore and evaluate the compensation components and levels to be paid to the Executive Director and review and approve compensation recommendations prepared by the Executive Director for all staff including:
 - base salaries and ranges,
 - incentive compensation plans and awards, if any, and,
 - Welfare and retirement benefit plans, if any.
6. Work with the Executive Director on staffing additions and reductions.

7. Verify that compensation information is appropriately and fully disclosed to the full Board as required by regulation or governance best practices.
8. Report regularly to the Board on Committee findings and approved actions and any other matters the Committee deems appropriate or the Board requests.
9. Engage (after Board approval) independent, outside advisors (e.g., attorneys, compensation consultants, etc.) to provide objective and impartial compensation data and express an opinion on total compensation reasonableness. Such advisors report directly to the Committee.
10. Work hand in hand with the Board on public relations matters and provide recommendations to the Board to act upon.
11. Participate in and have oversight over investigations as requested by the Board.

Delegation of Authority

This Committee has not been delegated any authority by the USTA NorCal Board of Directors.

Governance and Ombuds Committee

Committee Charge: The purpose of the Committee is to assist the Board of Directors of the USTA NorCal to effectively fulfill its duties and responsibilities regarding all matters related to governing the organization.

Responsibilities

1. Advise the Board on strategies to strengthen the organization and empower the Board to meet its obligation related to good governance and to fulfill the organization's mission.
2. Identify efficiencies and deficiencies and make recommendations for policies and protocols that reflect best practices for the overall good governance of USTA NorCal.
3. Advise the Board and Committees on proposals to ensure they are in proper form and are consistent with the USTA NorCal, USTA Constitution, Bylaws, and regulations.
4. Make recommendations to the Nominating Committee on the competencies and qualifications appropriate for election to the Board of Directors.
5. Advise the President regarding Committee Chair and Committee member appointments.
6. Assist with the development of an orientation process for newly appointed Board Directors and Committee Chairs to ensure that they have adequate materials and understanding of their roles and responsibilities, and provide ongoing training as needed.
7. Work with individuals and groups to explore and assist them in determining options to help resolve conflicts, problematic issues, or concerns, and bring systemic concerns to the attention of the organization for resolution.

Delegation of Authority

This Committee has not been delegated any authority by the USTA NorCal Board of Directors.

Hall of Fame Luncheon Committee

Committee Charge: The purpose of the Committee is to plan, manage, and execute the large annual event of the USTA NorCal Hall of Fame. The committee creates an event that reflects the mission of the USTA NorCal and honors those who have made valuable contributions to the sport.

Responsibilities

1. Identify the venue for the annual USTA NorCal Hall of Fame Luncheon in a manner that is consistent with the RFP procedures approved by the USTA NorCal Board..
2. In collaboration with the USTA NorCal Marketing Department, solicit Hall of Fame Luncheon sponsors.
3. Work with USTA NorCal Marketing staff and Marketing Committee in promoting the event.

Delegation of Authority

The only authority specifically delegated to the Committee by the Board is set forth below:

- The Committee is authorized to make decisions related to the logistics of the Hall of Fame Luncheon, including

selection of the menu, and selection of the Luncheon speaker and/or master of ceremonies. Notwithstanding this delegation of authority, any time a decision involves a conflict of interest, the action must be submitted as a recommendation to the USTA NorCal Board of Directors for approval.

Junior Council Committee

Committee Charge: The purpose of Committee is to develop, promote, and monitor the junior ranking tournament system within the Northern California Section to ensure that it:

- Retains and grows participation; and
- Provides players of various ages, abilities, and backgrounds the opportunity to develop to the highest competitive level possible.

Responsibilities

1. Monitor participation in USTA NorCal junior ranking tournaments to identify areas for potential growth and concerns related to retention.
2. Through ongoing review, evaluate whether the calendar of USTA NorCal junior ranking tournaments is providing reasonable opportunities for player development, including ongoing review of the ratio of events per level, strength of field, tournament inventory, draw sizes, seeding and selection policies, draw and match formats, and team event offerings.
3. Annually, recommend to the Board the dates on which sanctioned tournaments, which are limited in number, will be held. Currently these are the Level 3, 4 and 5 Tournaments, and the Level 6 Ratings Round Robins.
4. Review, and make recommendations to the Board, when appropriate, for changes to the entry fees for sanctioned junior tournaments.
5. Monitor the rollout of the ITF's World Tennis Number (WTN) with respect to how it is used in level-based ranking tournaments, and so that NorCal can provide feedback to the USTA when appropriate.
6. Collaborate with NorCal staff on a plan to educate players, parents, and coaches on the importance of fostering an environment of fair play, mutual respect, and the safety of all participants; and develop a system of positive reinforcement and reward with respect to outstanding sportsmanship.
7. Provide feedback and support to NorCal staff in the development Tournament Director workshops and/or a communication plan that will provide resources to improve the quality and compliance with NorCal policies.
8. Provide feedback and support to NorCal staff in the development of townhall meetings for junior tennis stakeholders, including parents, coaches, and players.
9. Review and make recommendations to the Board, when appropriate, related to policies for selecting players to participate on NorCal teams, including, but not limited to, the Maze Cup, Pacific Cup, and USTA and intersectional team competitions.
10. Propose to the Board a set of criteria for the various USTA NorCal junior sportsmanship and other awards presented at the annual junior awards party.
11. Recommend to the Board proposals to improve the overall junior ranking tournament structure and experience.

Delegation of Authority

The only authority specifically delegated to the Committee by the Board is set forth below:

- Junior Council is authorized to select USTA NorCal's nominee for the USTA Bill Talbert Sportsmanship Award, for which the USTA has established the criteria for nomination.
- Junior Council is authorized to provide feedback to USTA NorCal staff when the USTA requests input that will affect decisions that impact the overall USTA junior competitive structure; provided that feedback that seeks approval of a potential or formal amendment to the USTA Junior Tournament, Ranking, and Sanctioning Regulations must first be submitted to the Board for approval, and any other feedback must copy the President and Executive Director when submitted. This delegation of authority does not include the authority to submit a proposal to amend the USTA Junior Tournament, Ranking, and Sanctioning Regulations which must first be submitted to the Board for approval.

Notwithstanding this delegation of authority, any time a decision involves a conflict of interest, the action must be submitted as a recommendation to the USTA NorCal Board of Directors for approval.

Junior Team Tennis/Local Play Committee

Committee Charge: The purpose of the Committee is to promote, develop, and evaluate the Net Generation in Northern California to provide a foundation for increased local play opportunities and Junior Team Tennis that is in alignment with the American Development Model (ADM) in both individual and team aspects.

Responsibilities

1. Promote, develop, and evaluate the USTA Team Challenge product to optimize attraction and retention including program and marketing materials provider feedback, technology, and input from internal and external customers while continuing to assess its integration with Net Generation Pathway Regulations.
2. Promote, develop, and evaluate Team Tennis and Team Tournament products (including Junior Team Tennis) to optimize attraction and retention including program and marketing materials, provider feedback, technology, and input from internal and external customers while continuing to assess their integration with Net Generation Pathway Regulations.
3. Promote, develop, and evaluate the Junior Circuit product to optimize attraction and retention including program and marketing materials, provider feedback, technology, and input from internal and external customers while continuing to assess its integration with Net Generation Pathway Regulations.
4. Collaborate with Junior Council on ways to retain players as they transition from Net Generation programs to ranking tournaments and other higher levels of competitive play.
5. Promote, and evaluate the PlayTracker and rating tools to optimize attraction and retention including marketing materials, provider feedback, technology, and input from internal and external customers while continuing to assess its integration with Net Generation Pathway Regulations.
6. Develop educational workshops, webinars, and training for players, parents, coaches, and providers.
7. Develop a comprehensive plan to educate all constituents, including new and existing players, on products.

Delegation of Authority

The only authority specifically delegated to the Committee by the Board is set forth below:

- The Junior Team Tennis/Local Play Committee is authorized to provide feedback to USTA NorCal staff when the USTA requests input that will affect decisions that impact the overall USTA Net Generation structure; provided that feedback that seeks approval of a potential or formal amendment to the USTA Net Generation Regulations, including the regulations governing USTA Junior Team Tennis Regulations, must first be submitted to the Board for approval, and any other feedback must copy the President and Executive Director when submitted. This delegation of authority does not include the authority to submit a proposal to amend the USTA Net Generation Regulations, including the regulations governing Junior Team Tennis, which must first be submitted to the Board for approval.
- Pursuant to the USTA NorCal Junior Team Tennis Regulations, the Committee is authorized to determine whether Playoffs and/or Championships are held for Travel Leagues.

Notwithstanding this delegation of authority, any time a decision involves a conflict of interest, the action must be submitted as a recommendation to the USTA NorCal Board of Directors for approval.

Marketing Committee

Committee Charge: The purpose of the Marketing Committee is to create and implement strategic marketing initiatives that support the overall organization's mission to grow and promote tennis across the USTA NorCal Section.

Responsibilities

1. Advise, assist, work and collaborate with the USTA NorCal staff on marketing initiatives and efforts.
2. Identify collaborations and partnerships to support programs, activities and events.
3. Research current marketing strategies that may be implemented in programming and events in USTA NorCal Section.

Delegation of Authority

This Committee has not been delegated any authority by the USTA NorCal Board of Directors.

Nominating Committee

Membership

Only Directors who are not eligible for re-election and non-Directors may be members of the Committee, subject to the requirement that the Committee shall consist of at least three (2) individuals, and not less than five (5) 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.

Operations

1. The Committee will meet with such frequency as it may determine. The Chair of the Committee will preside over all meetings of the Committee.
2. The majority of the Committee members 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, except closed sessions during which interviews are conducted.
5. 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: The purpose of the Committee is to nominate the slate of directors for the USTA NorCal Board of Directors in accordance with the applicable provisions of the USTA NorCal Bylaws.

Responsibilities

1. Advise, assist, work and collaborate with the USTA NorCal staff in the drafting and distribution of materials for Organization Members to nominate individuals for the Board of Directors.
2. Advise, assist, and collaborate with the USTA NorCal staff to ensure that the application and all other required forms and materials are distributed to the individuals nominated for the Board of Directors.
3. Solicit input from the USTA NorCal Board and the Executive Director with respect to competencies needed for the Board.
4. Propose for adoption by the USTA NorCal Board a set of rules under which the election will be conducted.
5. Conduct interviews of the Board nominees.
6. Assist the company engaged to manage the election at the USTA NorCal Annual Meeting.

Delegation of Authority

The only authority specifically delegated to the Committee by the Board is set forth below:

- Determine the information that will be on the application submitted to the Committee by nominees.
- Select a slate of nominees to the Board of Directors.
- Determine the content of the report issued by the Committee to the Voting Members, provided it includes the information required by the Bylaws.

Notwithstanding this delegation of authority, any time a decision involves a conflict of interest, the action must be submitted as a recommendation to the USTA NorCal Board of Directors for approval.

NTRP Self-Rate Appeals Committee

Operations

1. The Committee will meet with such frequency as it may determine. The Chair of the Committee will preside over all meetings of the Committee.
2. The majority of the Committee members 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. The Committee has been authorized to make decisions by Non-Unanimous Electronic Voting as described in the United Tennis Association Northern California Policies on Decision Making Governance which requires the following:
 - 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.
5. Unless the Committee otherwise directs, the Executive Director may attend all Committee meetings.
6. 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.
7. 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.
8. 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: The purpose of the NTRP Self-Rate Appeals Committee is to fulfill the requirement set forth in the USTA Adult League Regulations that each Sectional Association must designate a committee to handle Self-Rate Appeals for those who appeal their assigned self-rating level.

Responsibilities

Propose for adoption by the Board a set of procedures for handling appeals of self-rated NTRP Ratings that is consistent with the requirements of the USTA Adult League Regulations.

Delegation of Authority

The only authority specifically delegated to the Committee by the Board is set forth below:

- The Committee is authorized to investigate and decide matters relating to NTRP Self Rate Appeals , which shall be handled in a manner consistent with the requirements of the USTA League Regulations and the procedures for handling these grievances adopted by the USTA NorCal Board

Notwithstanding this delegation of authority, any time a decision involves a conflict of interest, the action must be submitted as a recommendation to the USTA NorCal Board of Directors for approval.

Parks and Recreation Committee

Committee Charge: The purpose of the Committee is to encourage Parks and Recreation agencies to engage in USTA NorCal programs, events, and activities, and utilize the Park and Recreation agency as a tennis delivery system to grow tennis.

Responsibilities

1. To advise, assist, work and collaborate with the USTA NorCal staff in promotion of tennis through outreach to all northern California Parks and Recreation agencies.
2. Serve as a liaison to the California Park and Recreation Society, an affiliate to the National Recreation and Park Association.
3. Support the California Park and Recreation Society by participating in its annual conference when held in northern California.
4. Promote all USTA NorCal Section programs, activities, and events to park and recreation professionals to enhance tennis play, programs and facilities in public area parks throughout the section.

5. Engage park and recreation professionals in volunteering for USTA NorCal Section.
6. Attend park and recreation tennis events.

Delegation of Authority

This Committee has not been delegated any authority by the USTA NorCal Board of Directors.

Sanction and Schedule Committee

Committee Charge: The purpose of the Committee is to recommend to the Board tournament sanctions for approval by the Board

Responsibilities

1. Analyzes customer satisfaction data relating to tournament directors and tournament experiences.
2. Pursuant to the USTA NorCal Tournament Sanctioning Regulations, recommends to the Board tournaments to be sanctioned. In the case of Junior Level 3, 4 and 5 tournaments, and Junior Level 6 Ratings Round Robins, sanctions must be only awarded for the dates previously approved by the Board (upon the recommendation of the Junior Council).
3. Monitors compliance with all contractual relationships with tournament directors.
4. Monitors compliance with all USTA NorCal Junior and Adult Tournament rules.
5. Pursuant to the USTA NorCal Tournament Sanctioning Regulations, and when appropriate, recommend to the Board sanctions that should be revoked.
6. When appropriate, make recommendations to the Board for amendments to the Sanctioning Guidelines, the set of parameters under which the Committee should be making tournament sanction recommendations.
7. When appropriate, make recommendations to the Board for amendments to the USTA NorCal Tournament Sanctioning Regulations and the Sanctioning Contract.

Delegation of Authority

The only authority specifically delegated to the Committee by the Board is set forth below:

- Pursuant to the USTA NorCal Tournament Sanctioning Regulations approved by the Board, the Sanction & Schedule Committee is authorized to place sanction holders on probation.

Notwithstanding this delegation of authority, any time a decision involves a conflict of interest, the action must be submitted as a recommendation to the USTA NorCal Board of Directors for approval.

Sportsmanship Committee

Committee Charge: The purpose of the Committee is to ensure that USTA NorCal tournaments promote fair play and sportsmanship.

Responsibilities

1. Advise, assist, work and collaborate with the USTA NorCal staff on sportsmanship issues and concerns as related to sportsmanship during tournament play.
2. Handles all grievances that arise out of USTA NorCal events, except USTA Adult League, including grievances and appeals.

Delegation of Authority

The only authority specifically delegated to the Committee by the Board is set forth below:

- The Sportsmanship Committee is authorized to conduct investigations and conduct hearings as set forth in the Sportsmanship Committee Procedures, as adopted by the Board and amended from time to time, which includes the authority to take disciplinary action and suspend players from participation.

Notwithstanding this delegation of authority, any time a decision involves a conflict of interest, the action must be submitted as a recommendation to the USTA NorCal Board of Directors for approval.

Umpires and Referees Committee

Committee Charge: The purpose of the Committee is to recruit, train, and retain umpires and referees for the

USTA NorCal Section.

Responsibilities

1. Recruit new umpires, referees and court monitors through innovation.
2. Train new umpires, referees and court monitors.
3. Conduct clinics for umpires, referees and court monitors.
4. Recommend qualified officials to tournament directors for tournament and competitive events.
5. Provide oversight to the process for the staffing of certified officials for college matches.

Delegation of Authority

The only authority specifically delegated to the Committee by the Board is set forth below:

- The Committee is authorized to select USTA NorCal's nominee for the USTA Glass Ball Award, for which the USTA has established the criteria for nomination.

This Committee has not been delegated any authority by the USTA NorCal Board of Directors. Notwithstanding this delegation of authority, any time a decision involves a conflict of interest, the action must be submitted as a recommendation to the USTA NorCal Board of Directors for approval.

Wheelchair Committee

Committee Charge: The purpose of the Committee is to advocate for wheelchair tennis throughout the USTA NorCal Section and engage tennis delivery systems to provide wheelchair tennis experiences through programs, events, tournaments, clinics, instructional programs and collegiate opportunities.

Responsibilities

1. Promote wheelchair tennis throughout USTA NorCal Section.
2. Support all forms of wheelchair tennis programs, including clinics, camps, instructional programs, tournaments and collegiate programs.
3. Develop partnerships with tennis providers to grow the availability of wheelchair tennis offerings throughout USTA NorCal.
4. Implement a network of cross-communication and collaboration between wheelchair tennis providers, to promote play opportunities to increase the frequency of participation.
5. Develop a strategy for engaging and retaining junior wheelchair tennis players, including the creation and promotion of tournaments, events and activities for these players.
6. Increase the number of NorCal sanctioned wheelchair tennis tournaments, and encourage NorCal Organization Members to apply for National wheelchair tennis tournaments, to provide comprehensive tennis opportunities for tournament players, while supporting the Tournament Directors.
7. Propose to the Board a set of criteria for the various awards presented to wheelchair players, providers and advocates at the annual Aces Awards.

Delegation of Authority

~~This Committee has not been delegated any authority by the USTA NorCal Board of Directors.~~

The only authority specifically delegated to the Committee by the Board is set forth below:

- The Wheelchair Committee is authorized to provide feedback to USTA NorCal staff when the USTA requests input that will affect decisions that impact the overall USTA adult and family competitive structure; provided that feedback that seeks approval of a potential or formal amendment to the USTA Wheelchair Tournament, Ranking, and Sanctioning Regulations must first be submitted to the Board for approval, and any other feedback must copy the President and Executive Director when submitted. This delegation of authority does not include the authority to submit a proposal to amend the USTA Wheelchair Tournament, Ranking, and Sanctioning Regulations which must first be submitted to the Board for approval.

Notwithstanding this delegation of authority, any time a decision involves a conflict of interest, the action must be submitted as a recommendation to the USTA NorCal Board of Directors for approval.

EXHIBIT C
USTA NorCal Procedures for USTA NorCal Adult League
Administrative Grievances
Adopted December 13, 2023

These United States Tennis Association Northern California ("USTA NorCal") Procedures for USTA NorCal Adult League Administrative Grievances (the "Procedures") amend and restate all prior policies, rules, and practices on the same subjects described herein, including, but not limited to all prior Board of Directors ("Board") resolutions. These Policies are not intended to, and shall not be interpreted to, conflict with any laws applicable to USTA NorCal or the USTA NorCal Bylaws or Articles of Incorporation. To the extent at any time any of these Procedures conflict with any law or provision of the USTA NorCal Bylaws or Articles of Incorporation, the law, Articles, and/or Bylaws control and shall be followed.

- 1. Jurisdiction.** The USTA NorCal Adult League Committee (the "Committee") shall be responsible for investigating and deciding matters related to the administration of the USTA NorCal Adult League program ("Administrative Grievances"). Captains and Committee members are not subject to Administrative Grievances.
- 2. Filing a Grievance.** Any grievance must be submitted in writing, and must be on the form designated by the USTA (the "Administrative League Grievance Form").

Grievance Form Information: The Grievance Form is an electronic form that can be found at:
[NEED LINK](#)

- 3. Investigation by Committee.** The Committee shall consider all information provided on the Administrative League Grievance Form. The Committee may also consider any additional information it, in its sole discretion, considers relevant to investigation of the grievance.
- 4. Committee Decision on Grievance.** The Committee may make decisions on an Administrative Grievance at either a meeting or by non-unanimous electronic voting.
 - A. Meeting.** The Chair shall set an appropriate time and place for a meeting of the Committee to deliberate and determine whether to uphold or deny the appeal. The Chair shall decide whether the meeting is in person, by telephone or by other electronic means. The Player has no right to appear.
 - B. Non-Unanimous Electronic Voting.** As authorized by the USTA NorCal Board of Directors, the Committee may make decisions by non-unanimous electronic voting *provided that*:
 - 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.
- 5. Notice of Decision.** The Chair, or the Chair's designee, shall notify the Player in writing of the decision no later than 5 days after the decision has been made.

Decision Timeline: There is no mandated timeframe for the Committee to make a decision with respect to an Appeal; however, a Player should expect the process to take up to three weeks.

- 6. No Right to Appeal.** Pursuant to the USTA League Regulations, the Player will abide by the Committee's decision without further right to appeal same, *except that* the Committee may reconsider its decision in the event there has been a clear factual error made by the Committee.
- 7. Amendments by USTA to the USTA League Regulations Considered Conforming Changes.** Certain provisions of these Procedures are dictated by the USTA League Regulations. Any time an amendment is made to the USTA League Regulations that affects these Procedures, shall be incorporated as a conforming change to these Procedures, unless it is in conflict with applicable law.