

**Directors Present:** Leslie Airola-Murveit, Andrea Barnes, Shaun Chaudhari, Christine Costamagna (Vice President/President Elect), Martha Ehrenfeld, Jack Hesotian, Michelle Nicholson, Andrea Norman (Secretary), Larry Olmstead, David Panconi, Craig Pasqua, Jason Scalese (Delegate), Caroline Sheu, Pam Sloan (President).

**Directors Absent:** Nancy DeSchane\*, Keith Wheeler (Parliamentarian), Scott Winn

*\*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)

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#### 1. Call to Order

President Sloan called the meeting to order at 6:35 pm and roll call was conducted. She then asked Ms. Nicholson to read the NorCal Mission Statement and Vision.

#### 2. Approval of Agenda

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

#### 3. Approval of Minutes

The Board considered approval of the minutes of the meeting held December 13, 2023. Following discussion, the following motion was duly made by Ms. Norman, seconded by Ms. Costamagna, and **approved** by a vote of 12 in favor, none opposed, and no abstentions.

**RESOLVED:** That the minutes of the meeting of the USTA NorCal Board of Directors held December 13, 2023 are hereby approved as corrected.

*Ms. Cossette left the meeting prior to the Closed Session.*

*Mr. Chaudhari and Ms. Sheu arrived at the meeting during the Closed Session.*

#### 4 Closed Session

President Sloan announced that the Board would be going into closed session. Following the conclusion of the closed session, President Sloan announced all discussion held during the session was to remain confidential; however, it was agreed that a notation be made in the minutes that the Board heard updates on outstanding legal issues.

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

*Mr. Madison left the meeting following the Legal Updates.*

*Ms. Verhoeven and Mr. Wenger left following the Legal Updates.*

- Annual Performance Review of Executive Director. President Sloan gave a presentation on the annual performance review of the Executive Director and a compensation package was approved.

*Ms. Verhoeven, Mr. Wenger, and Ms. Cossette returned to the meeting following the Closed Session.*

#### 4. Board Governance Training

President Sloan, Ms. Costamagna, Ms. Norman, and Ms. Verhoeven conducted a Board Governance Training. The training included information on the NorCal Mission and Vision Statements, Core Values, and Strategic Perspectives, all of which are a part of the NorCal Strategic Plan. Other topics covered were:

- The role of the Board, Staff and Committees;
- The requirements and expectations of Board Members;
- Important Governing Documents;
- The management of conflicts of interest;
- The budget process;
- NorCal Committees; and

- Governance policies related to the decision-making process.

## 5. 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:

- 15 recommendations being made by the Junior Team Tennis/Local Play Committee
- 3 recommendations being made by Junior Council
- 1 recommendation 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. One item was pulled by Ms. Norman affects the budget - the elimination of the head tax for Junior Circuit Events that is projected to result in a decrease in revenue by \$5,500.

There being no interest in doing so for the remainder of the items, a motion to adopt all other items on the Consent Calendar was duly made by Mr. Hesotian, and seconded by Ms. Nicholson. Following discussion, the following motion was **approved** by a vote of 14 in favor, none opposed, and no abstentions.

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

## 6. Pulled Consent Calendar Item: Elimination of Head Tax and Increase in Entry Fees at Junior Circuit Events.

Ms. Barnes presented the recommendation of the Junior Team Tennis/Local Play Committee, which seeks to eliminate the head tax for Junior Circuit Events. She noted that the nature of these entry level tournaments are such that the focus should be on growing participation rather than generating income from accepted entries. The item also increases the entry fee, eliminates the ability to play in both singles and doubles events at non-team tournaments, and amends other regulations related to the entry fee structure. The overall budget impact is estimated to be \$5,500 in lost revenue and has been endorsed by the Budget & Finance Committee. The rationale for the other items being proposed includes:

- The increased income to organizers as a result of the increased entry fee is intended to improve host recruitment and retention;
- Reduce administrative work associated with the refund of Head Taxes Due to cancelled tournaments and to collect Head Taxes for organizers when players don't enter through Serve Tennis;
- Permitting events to host singles and doubles as separate events with different fees for each event; and
- Promotion of team events that include both singles and doubles play.

Following discussion, the following motion was duly made by Mr. Panconi, seconded by Ms. Costamagna, and **approved** by a vote of 13 in favor, none opposed, no abstentions, and 1 recusal by Mr. Pasqua.

**RESOLVED:** That, effective immediately, USTA NorCal Net Generation Regulation 4 is hereby amended as set forth below to:

- eliminate the head tax;
- increase the entry fees; and
- limit a player to entering only one singles event or one doubles event in a Junior Circuit Event. (stricken-through language is proposed to be deleted; underlined language is proposed to be added):

### 4. Player Entry

**A. Method of Event Registration.** [unchanged]

**B. Registration In Concurrent Junior Circuit Events Not Permitted.** [unchanged]

**C. Registration Limited to One Event.** Singles and Doubles may be held at the same event; however, a player may enter only one event, either singles or doubles.

**DE. Registration Fees.** Each player's registration fee includes the following:

- The entry fee paid to the organizer; and
  - ~~A USTA NorCal fee ("Head Tax") of \$1.00 per player that is paid to USTA NorCal; and~~
  - A Serve Tennis administrative fee ("Serve Tennis Fee") paid to the service provider for processing the online entry.
- Singles-Only Events.** A maximum fee ~~of \$45.00~~ \$47.15 will be charged for registering (~~\$41.93~~ \$45.00 entry fee; ~~and \$1.00 Head Tax;~~ \$2.08 \$2.15 Serve Tennis Fee).
  - Doubles-Only Events.** A maximum fee of ~~\$35.00~~ \$36.79 per player (~~\$70.00~~ \$73.58 per team) will be charged for registering (~~\$32.28~~ \$35.00 entry fee; ~~\$1.00 Head Tax;~~ and \$1.73 \$1.79 Serve Tennis Fee).

- iii. ~~**Team-Events with Singles and Doubles.** A maximum fee of \$57.51 will be charged for registering (\$55 entry fee and \$2.51 Serve Tennis Fee. **Doubles Entry Fee Per Player When Held with Singles.** A maximum fee of \$10.00 will be charged for registering (\$9.15 entry fee; \$0.85 Serve Tennis Fee).~~

~~**ED. Registration Deadline.** [unchanged]~~

~~**FE. Doubles Partnerships Not Required by Registration Deadline in for Doubles-Only Events.** Entry with a partner into a doubles event is not required by the entry deadline. Players without partners may will be randomly paired with a partner by the Event Director. Selection priority will go to teams that have partners.~~

**RESOLVED FURTHER:** That, effective immediately, USTA NorCal Net Generation Regulation 6.G. is hereby deleted in its entirety to remove reference to Junior Circuit Events offering players the opportunity to play both singles and doubles (stricken-through language is proposed to be deleted; underlined language is proposed to be added):

**6. Rules Applicable to All USTA NorCal Junior Circuit Events.**

~~**G. Special Requirements for Events with Both Singles and Doubles.** When Junior Circuit Events offer both singles and doubles:~~

- ~~• Participation in doubles is required;~~
  - ~~• All singles draws will be 4 player round robins; and~~
  - ~~• The four players in each round robin draw will be randomly paired into two doubles teams and will play one doubles match.~~
- ~~It is recommended that the doubles match be scheduled before the singles matches.~~

**RESOLVED FURTHER:** That, effective immediately, USTA NorCal Net Generation Regulation 6.V. is hereby amended to remove references to the payment of a Head Tax (stricken-through language is proposed to be deleted; underlined language is proposed to be added):

**6. Rules Applicable to All USTA NorCal Junior Circuit Events.**

**V. Payment of Registration Fees and Refunds.**

~~**i. Payment of Registration Fees Outside of Serve Tennis System.**~~

~~**a. Serve Tennis Fee May Not be Charged to Accept Entries Not Paid for in Serve Tennis.** The Event Director may not collect the Serve Tennis Fee when it selects a player that has not been electronically charged fees in Serve Tennis.~~

~~**b. Collection of Head Tax for Entries Not Paid for in Serve Tennis.** When a player competes in an Event without making payment in the Serve Tennis system, within 30 days of the completion of the Event, the organizer must pay the Head Tax to USTA NorCal. Failure to pay an outstanding Head Tax invoice may result in the loss of future sanctioned Events or tournaments and/or consideration of future sanctioned Events or tournaments.~~

**ii. Refunds.**

**a. Refund Method and Deadline.** [unchanged]

**b. Circumstances Requiring a Refund.** [unchanged]

**(1) Administrative Error by Event Director.**

- **Error in Accepting Player Into Event.** When a player is accepted due to an administrative error by the Event Director, the entire fee paid must be refunded (entry fee, ~~Head Tax,~~ and Serve Tennis Fee).
- **Failure to Communicate a Change in Start Time or Omitted Time is Added.** [unchanged]

**(2) Full Cancellation of Event.** [unchanged]

**(3) Partial Cancellation of Event.** [unchanged]

**c. Credits Not Permitted.** [unchanged]

**RESOLVED FURTHER:** That, effective immediately, USTA NorCal Net Generation Regulation 7.H. is hereby deleted in its entirety to remove reference to the Head Tax (stricken-through language is proposed to be deleted; underlined language is proposed to be added):

**7. Sanctioning of USTA NorCal Junior Circuit Events.**

~~**H. Head Tax.** As referenced herein, a \$1.00 Head Tax per player will be paid to USTA NorCal.~~

**7. Action Item: USTA NorCal Website**

Ms. Nicholson presented the Action Item of the Marketing Committee, which seeks approval of entering into an agreement with Kid Dynamite to create a new, stand-alone USTA NorCal website.

She noted that the Committee has been discussing the benefits of USTA NorCal creating its own website, separate from the USTA umbrella, for over a year. The current website has been identified as not meeting user needs. Users must have their location turned on when on usta.com to show local USTA NorCal content,

and USTA NorCal has no control over design templates or the ability to incorporate website components, including a calendar, photo gallery, e-commerce functionality, and other standard features. All of these challenges result in difficulties for customers in finding the information they require. The Committee believes a user-friendly website is essential for improving customer satisfaction, engagement, and retention. The proposed website aims to address these concerns by offering an intuitive, well-organized, and efficient platform.

A Subcommittee was established to conduct a comprehensive needs assessment, define the objectives, scope and framework of the website and lead the RFP process. When undergoing the RFP process, the Subcommittee considered the diversity of vendors submitting to the RFP to account for the diverse audience members that make up the USTA Northern California section.

Following discussion, which included the need for a clearly planned roll out of the new site and transition from the USTA site to the NorCal site, the following motion was duly made by Ms. Norman, seconded by Mr. Olmstead, and **approved** by a vote of 14 in favor, none opposed, and no abstentions.

**RESOLVED:** That, effective immediately, USTA NorCal will enter into an agreement with Kid Dynamite, an independent creative business agency, to collaborate on a new, stand-alone USTA NorCal website that is separate from the USTA umbrella using the third-party platform Wix.

**RESOLVED FURTHER:** That up to \$40,000 be added to the budget for the new USTA NorCal website (including \$39,300 for the contract with Kid Dynamite).

**8. Action Item: Junior Tournament Customer Service Budget Request**

Ms. Norman presented the Action Item of Junior Council to add \$1,500 to the junior budget for customer service. She reported that throughout the year, staff occasionally receives tournament entry refund requests from disgruntled participants about unpleasant tournament experiences they've had at a tournament. In some cases, the customer is not entitled to an entry refund as they do not fall within our tournament refund policies. While it is important to keep to our refund policy, there may be instances where making an exception is beneficial. If adhering to the refund policy could lead to a significant loss of goodwill or if the customer has faced extraordinary circumstances, staff believes that sometimes making an exception is a wise move. Any such decision would be reviewed and discussed by the Junior Department in advance to maintain fairness and avoid setting unrealistic precedents.

Annually, there is also a need to assist Organizations that step in at the last minute to run an event that was cancelled by another organization. One such example was the 2023 last-minute cancellation of a Fall Sectional Championship that another Organization stepped in at the last minute to run.

Ms. DeSchane reported that the Budget and Finance Committee endorses this addition to the budget.

Following discussion, the following motion was duly made by Ms. Norman, seconded by Mr. Hestotian, and **approved** by a vote of 14 in favor, none opposed, and no abstentions.

**RESOLVED:** That effective immediately, the following amount be added to the Junior Tournaments/Events budget for the purpose of awarding goodwill customer service entry fee refunds and providing assistance to Organizations that take on the responsibility of hosting a tournament at the last minute:

<b>Junior Tournaments/Events: Other Events 6290</b>	<b>Total</b>
Customer Service/Goodwill Fund	\$1,500
<b>TOTAL BUDGET REQUESTED</b>	<b>\$1,500</b>

**9. Action Item: 2024 Net Generation Player Retention & Host Recruitment**

Ms. Barnes presented the Action Item of the Junior Team Tennis/Local Play Committee to add \$38,500 to the budget for various items to improve player experience and retention, and the recruitment of Junior Circuit Events and Team Challenge hosts. She reported that the Net Generation Team Challenges and Junior Circuits Events have been successful in introducing more recreational players to match play and that a majority of these players go on to play in Junior Team Tennis and Junior Tournaments. These events have been an educational opportunity for players and parents to get them prepared for tournaments. Over the past three years, host kits and player prizes have enhanced the experience for players new to match play. The major challenge is the recruitment more providers in local communities to host these events. Host kits and past giveaways have been a result of clearing old warehouse inventory. In order to continue the growth in the Junior Circuit for more areas, we need to continue with our investment in having more hosts while

maintaining an excellent parent/player experience. Many players are traveling a long distance for an event due to the lack of hosts in their community.

The event hosts appreciate having the Kit so that they may focus on running a good event. With the rising costs of hosting and events, kits and giveaways are important to retaining players in the USTA pathway. The \$8K for awards is for NorCal to continue providing medal awards for first and newly added 2nd place, so that all players will receive the same standardized award. Small inexpensive trophies are awarded for 1st placed doubles teams only.

This proposal seeks to:

- Allow the replenishment of standard necessary event supplies;
- Allow the continuation of player giveaways for an enhanced recreational experience;
- Allow the positive player experience to continue with standard awards regardless of the host site; and
- Allow USTA NorCal to continue with host kits to recruit more providers; and

Based on the increasing number of players and registrations, NorCal projects 5,800 registrations with 1,550 unique players for the end of 2023. We had 22 providers that hosted a total of 160 events. 2021 had almost 3,200 registrations followed by 2022 with 4,600 registrations. These products have shown steady growth for the last three years and USTA NorCal is considered one of the top sections in growth for the last two years. The budget increase will help us sustain existing programs and allow us to expand to more areas and reach more players. The average amount per registered player is less than a \$7.50/player investment for 2024.

Ms. DeSchane reported that the Budget and Finance Committee endorses this addition to the budget.

Following discussion, the following motion was duly made by Mr. Sheu, seconded by Ms. Nicholson, and **approved** by a vote of 11 in favor, none opposed, no abstentions, and 3 recusals by Mr. Panconi, Mr. Pasqua, and Ms. Barnes.

**RESOLVED:** That, effective immediately, the following budget for the 2024 Net Generation Player Retention and Host Recruitment is approved:

<b>Net Generation Player Retention &amp; Host Recruitment</b>	<b>TOTAL</b>
Host Kits: Balls, court equipment, supplies, and volunteer gifts - Event Expenses	\$15,000
Player Prizes & Giveaways - Giveaways Expense	\$15,000
Award Medals & Trophies - 1st & 2nd place - Awards/Trophies Expense	\$8,000
Postage & Shipping	\$500
<b>TOTAL BUDGET REQUESTED</b>	<b>\$38,500</b>

**RESOLVED FURTHER:** That, effective immediately, USTA NorCal Net Generation Regulation 6.S. is hereby amended as set forth below to add a requirement that 2nd place awards be given to all 2nd place finishers in each Round Robin (~~stricken-through language is proposed to be deleted~~; underlined language is proposed to be added):

**6. Rules Applicable to All USTA NorCal Junior Circuit Events.**

**S. Awards.** Awards will go to at least the 1st and 2nd place finishers in each Round Robin. Medals are acceptable awards for Junior Circuit Events.

**10. Action Item: Hall of Fame Selection Committee Charter & Inductee Selection Procedures**

President Sloan presented her Action Item to create a Charter for the Hall of Fame Selection Committee and procedures for selecting inductees. The proposed Charter formally establishes the Authority, Membership, Operations, Charges and Responsibilities of the Hall of Fame Selection Committee, a group that since its formation 1990 has done its work consistent with a standing order established by the then USTA NorCal Board. This Charter brings all aspects of the Hall of Fame Selection Committee into compliance with the USTA Bylaws and California law and in a manner consistent with the Charters of all other NorCal Committees.

The proposed procedures for selecting inductees is based in part on past procedures used by the NorCal Selection Committee, but also incorporates aspects of other Sections' procedures. The chair and members of the Hall of Fame Selection Committee had a chance to review the procedures before this meeting.

Following discussion, the following motion was duly made by Mr. Scalese, seconded by Mr. Chaudhari, and **approved** by a vote of 14 in favor, none opposed, and no abstentions.

**RESOLVED:** That, effective immediately, the Charter for USTA NorCal Hall of Fame Selection Committee attached as Exhibit B is hereby approved.

**RESOLVED FURTHER:** That, effective immediately, the procedures for selecting persons for induction into the USTA NorCal Hall of Fame attached as Exhibit C are hereby approved.

#### **11. 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 8 new grievances filed with the Adult Leagues Grievance Committee
- Consideration of 1 new grievance appeals filed with the Adult Leagues Grievance Appeals Committee
- Consideration of 114 new NTRP Self-Rate appeals filed with the NTRP Self-Rate Appeals Committee
- Designation by the Adult Tournament Committee of a Level 4 Tournament

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.

#### **12. New & Returning Organization Members**

Mr. Wenger presented the report of 13 returning Organization Members since the last time the Board met on December 13, 2023, so that the Board may fulfill its obligation to review such report pursuant to USTA NorCal Bylaw III.D. There were no new Organization Members during this period. Mr. Wenger reported the fiscal year-end number of Organization Members was 372, slightly lower than the previous year. No concerns were raised by any of the Directors.

#### **13. Treasurer's Report**

Ms. DeSchane directed the Board's attention to the November 30 financial statements distributed with the meeting packet.

- The cash/cash equivalents balance as of 11/30/23 was \$4,415,053 versus 10/31/23 balance of \$4,544,259.
- Net income for the month of November was -\$175,529 versus October -\$141,827.
- The income statement for November YTD shows net income of \$185,311 which is \$44,381 ahead of budget versus October YTD net income of \$360,840.
- USTA NorCal is still awaiting receipt of the Employee Retention Credit (ERC) from calendar years 2020 and 2021.
- It was noted that a 2023 June USTA section funding grant was reclassified to a different balance sheet account in November from prepaid expenses to accounts receivable. All expected section funding grants have been received as anticipated and there was no change to the bottom line due to this reclassification.
- We continue to welcome and encourage opportunities to invest in section programming in order continue our mission to promote and develop the growth of tennis in Northern California.

#### **14. President's Report**

- 2024 National Budget: President Sloan announced that the national USTA budget been approved, but is subject to change. She also reported that long-time CFO Ed Neppel has announced his retirement and the USTA is conducting a search for his replacement..
- New Pickleball Guidelines: New USTA Pickleball Guidelines are being prepared by the USTA. They have not yet been distributed, but will be coming soon.
- New USTA Purpose-Driven Mission Statement: A final recommendation on the updated USTA purpose-driven mission statement and values, originally shared during the US Open, was presented to and approved by the Board. The final approved statement is:  
*Growing tennis to inspire healthier people and communities everywhere.*  
The refreshed values are Community, Inclusion and Wellness. The rollout plan includes an awareness campaign that will begin in Q1 to the full association and will build up to an official launch at the 2024 Annual Meeting. Work will continue on aligning a proactive social impact strategy to the USTA's purpose and values.
- League Platform Proposal: President Sloan reported that the Executive Committee heard a proposal presentation from NorCal's IT Consultant Todd Conley, to update the NorCal Adult League platform. The proposal is preliminary and needs further study. As new information comes forth, it will be shared with the Board.

- 2024 Annual Meeting: The USTA Semiannual Meeting will be held April 12-14 in Orlando, FL. Attendees will have the opportunity to attend the Billy Jean King Cup tie that is being held at the National Campus. President Sloan encouraged all Board members to attend as the Annual Meeting provides a first-person opportunity to learn how the USTA and its Sections work together to grow tennis. As more details are available, they will be shared with the Board.
- New Advisory Director: President Sloan announced that Jack Walker has accepted her offer for him to become an Advisory Director.

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

## **15. Executive Director's Report**

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

- ACEs Awards: Certain Adult Competition Awards will be given out at a new event and going forward awards not given out at this event and previously presented at the ACEs Awards will be incorporated into the Section Connection event in November. This fall the 2023 and 2024 winners will be recognized.
- USTA Review of Safety Policies: As part of ongoing efforts to ensure the safety of all involved in the sport of tennis, the USTA has retained David O'Neil and Mary Beth Hogan of Debevoise & Plimpton LLP to review our policies and procedures for preventing, reporting, and responding to reports of abuse, including sexual misconduct. This project is not an investigation into any specific issue, but an overview of all policies and procedures to maximize the protection of safety.
- Growth Catalyst Fund Grants - Officials & Advocacy: NorCal is in the process of hiring individuals to fill the positions of USTA NorCal Advocacy specialist and Officials Recruiting Coordinator. Both positions have been created as a result of the Growth Catalyst Fund Grants. As part of the Officials grant's focus on retention, NorCal will be hosting an Officials Summit in December.

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

## **16. Delegate's Report**

Mr. Scalese reported on the approval of the two call items in December 2023. He minded the Board that NorCal voted against R1, which permits Sections to allow Tournament Directors to serve in the dual role of Referee at all Sectionally-sanctioned tournaments, and 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. NorCal was the only Section to vote against R1; however, one other vote by a member of the Executive Council who was not a Section Delegate was against.

## **17. Adjournment**

Following the announcement that the next meeting will be on February 21, 2024, and with no objection, the meeting was adjourned at 10:07 pm.

Respectfully submitted,  
Andrea Norman, Secretary

This document contains all committee recommendations made (or not included) since the previous board meeting on December 13, 2023.

## **JTT/Local Play Committee**

- 1. Entry Deadline for Junior Circuit Events.** Approved at the December 19, 2023 meeting by a vote of 6 in favor, none opposed, and no abstentions.

**RESOLVED:** That, effective immediately, USTA NorCal Net Generation Regulation 4.D. is hereby amended as set forth below to make the entry deadline closer to the start date of the event by two days, but give an Event Director the option to make it earlier if more time is needed to do the draws and scheduling.

### **4. Player Entry**

- D. Registration Deadline.** The Registration Deadline is set at the time entries open and may not be changed without approval of USTA NorCal. Generally, the registration deadline is 2:59 pm five (5) days three (3) days before the start of the Event; however, the registration deadline may be extended with the approval of USTA NorCal earlier if an Event Director needs more time to make the draw and schedule. If an Event will be accepting a limited number of players and has exceeded its maximum entries before the registration deadline, the deadline may be moved to an earlier date with the permission of USTA NorCal.

**Rationale:** This proposal allows Event Directors to have a registration date as late as three days, instead for five days, before the event. Most hosts may easily make the draw and schedule in time for the 48 hour draw posting requirements.

- 2. Doubles Partnerships at Junior Circuit Events.** Approved at the December 19, 2023 meeting by a vote of 6 in favor, none opposed, and no abstentions.

**RESOLVED:** That, effective immediately, USTA NorCal Net Generation Regulation 4.E. is hereby amended as set forth below to give selection priority to set doubles team over individual entries without a partner.

### **3. Player Entry**

- E. Doubles Partnerships Not Required by Registration Deadline in for Doubles-Only Events.** Entry with a partner into a doubles event is not required by the entry registration deadline. Players without partners will be randomly paired with a partner by the Event Director, unless there is an odd number of entries in which case one player will randomly not be paired. Selection priority will go to teams that have partners.

**Rationale:** This proposal would simplify the process for making the draws and scheduling matches. Past events have players not show up since they don't know their partners. Random partners make it awkward for players to form a partnership on court if they haven't practiced together. Players that have selected partners will emphasize more teamwork and communication in addition to raising the quality of play.

- 3. Elimination of USTA NorCal Play Monitors at Junior Circuit Events.** Approved at the December 19, 2023 meeting by a vote of 6 in favor, none opposed, and no abstentions.

**RESOLVED:** That, effective immediately, USTA NorCal Net Generation Regulation 6.L. is hereby amended as set forth below to replace the terminology from Play Monitor to Court Monitor (stricken-through language is proposed to be deleted; underlined language is proposed to be added):

### **6. Rules Applicable to All USTA NorCal Junior Circuit Events.**

- L. USTA NorCal Play Court Monitors.** USTA-certified officials are not required at Junior Circuit Events; *however*, USTA NorCal Play Court Monitors are recommended to help facilitate play.

**Rationale:** The NorCal officiating department is consolidating the Play Monitor and Court Monitor role into one role - the Court Monitor.

- 4. New Shortened Format Permitted in Junior Circuit Events.** Approved at the December 19, 2023 meeting by a vote of 6 in favor, none opposed, and no abstentions.

**RESOLVED:** That, effective immediately, USTA NorCal Net Generation Regulation 6.N. is hereby amended as set forth below to add a new shorter format to the options available when there is inclement weather and the One Short Set to 4 games format is played (stricken-through language is proposed to be deleted; underlined language is proposed to be added):

**6. Rules Applicable to All USTA NorCal Junior Circuit Events.**

**N. Shortening Match Formats.** The Event Director may shorten the match format when in the Event Director’s discretion, it is necessary to complete the draw after inclement weather, health concerns, or safety concerns causes the Event to fall behind its published schedule, *provided* it is a match format permitted in the table below.

Permitted Shorter Match Formats	
Match Format	Permitted Shorter Format(s)*
One 6-game Set (no Tiebreak is played); one game is played at 5-games all to determine the winner.	One Short Set to 4 games (no Tiebreak is played; one game is played at 3-games all to determine the winner).
One Short Set to 4 games (no Tiebreak is played; one game is played at 3-games all to determine the winner).	<u>Starting the match with a score of 1-game all or a</u> Timed Match of 15 or 20 minutes (Game Format)
Switch to No-Ad Scoring	Permitted Regardless of Format
*Written permission of USTA NorCal Staff is required to shorten the match format beyond what is permitted in this table.	

**Rationale:** A timed format is hard to monitor and confusing for players when the time is called. In addition timed matches may promote gamesmanship such as stalling when ahead or requests on the time remaining on the clock. By starting a set at one-game all, the match will still complete in a shorter time frame.

- 5. Cancellation of Junior Circuit Event Time Frame.** Approved at the December 19, 2023 meeting by a vote of 6 in favor, none opposed, and no abstentions.

**RESOLVED:** That, effective immediately, USTA NorCal Net Generation Regulation 6.T. is hereby amended as set forth below to permit an Event Director to cancel a tournament as early as 48 hours prior to the start of the Event (stricken-through language is proposed to be deleted; underlined language is proposed to be added):

**6. Rules Applicable to All USTA NorCal Junior Circuit Events.**

**T. Cancellation of Event Due to Inclement Weather or Safety Reasons.** The Event Director may make the decision to cancel all matches in an individual event or the entire Event, no more than ~~24~~ 48 hours prior to the start of the Event when it is believed that inclement weather or health and safety concerns will prevent the Event from taking place. The Event Director is responsible for notifying all registrants about the cancellation and processing refunds per the refund guidelines. The Event Director may coordinate with USTA NorCal to reschedule the Event.

**Rationale:** The proposal below permits an Event Director to cancel a tournament as early as 48 hours prior to the start. Given the accuracy of most weather forecasts, it makes more sense to allow hosts to reschedule an event 48 hours in advance. This process will allow players to withdraw on their own since selections have not been made.

- 6. Increase of Administrative Fee for Cancellation of Junior Circuit Event.** Approved at the December 19, 2023 meeting by a vote of 6 in favor, none opposed, and no abstentions.

**RESOLVED:** That, effective immediately, USTA NorCal Net Generation Regulation 6.V.ii.b.(2) is hereby amended to increase the Administrative Fee that may be withheld from a refund when an Event is cancelled from \$1.00 to \$2.00 per player (stricken-through language is proposed to be deleted; underlined language is proposed to be added):

**6. Rules Applicable to All USTA NorCal Junior Circuit Events.**

**V. Payment of Registration Fees and Refunds.**

**ii. Refunds.**

- a. Refund Method and Deadline.** [unchanged]
- b. Circumstances Requiring a Refund.** [unchanged]
  - (1) Administrative Error by Event Director.** [unchanged]

- (2) **Full Cancellation of Event.** When an Event is canceled before a match is played, the Event Director may withhold an Administrative Fee of ~~\$1.00~~ \$2.00 per player to cover expenses that are not recoverable. When making the refund, the player will receive the registration fee paid, net of the Administrative Fee, ~~the Head Tax,~~ and the Serve Tennis Fee.

**Rationale:** The proposal below permits an Event Director to cancel a tournament as early as 48 hours prior to the start. Given the accuracy of most weather forecasts, it makes more sense to allow hosts to reschedule an event 48 hours in advance. This process will allow players to withdraw on their own since selections have not been made.

7. **Conforming Change - Referee to Event Director at Junior Circuit Events.** Approved at the December 19, 2023 meeting by a vote of 6 in favor, none opposed, and no abstentions.

**RESOLVED:** That, effective immediately, a conforming change be made to Appendix 1 of the USTA NorCal Net Generation Regulations to change the term "Referee" to "Event Director" as set forth below because Junior Circuit Events to not use Referees (stricken-through language is proposed to be deleted; underlined language is proposed to be added):

**Appendix 1: Penalties for Lateness**

<b>Assessment of Penalties:</b> The Event Director is responsible for assessing penalties for lateness according to the table below, including issuing a default for failure to arrive on time. After considering all relevant circumstances, the Event Director may elect to not assess a penalty, not to assess the full penalty, or not to default a player or to reverse a default for failure to arrive within 15 minutes of the time when the match was scheduled.		
<b>Part 1: Lateness Before Start of Match</b>		
<b>Match Format</b>	<ul style="list-style-type: none"> <li>• <b>One Short Set to 4 Games</b></li> <li>• <b>One 6-Game Set</b></li> <li>• <b>Best of 3 Short Sets with 7-Point Match Tiebreak Played in Lieu of 3rd Set</b></li> </ul>	<b>Timed Matches (Game Format)</b>
If one player or team is late	5 minutes or less: Loss of toss plus 1 game	5 minutes or less: Loss of toss plus 1 game
	5:01 - 10 minutes: Loss of toss plus 2 games	5:01 - 10 minutes: Loss of toss plus 1 game and 2 points
	10:01 - 15 minutes: Loss of toss plus 2 games	10:01 - 15 minutes: Loss of toss plus 2 games
	More than 15 minutes: default	More than 15 minutes: default
	Except for a default, the <u>Referee Event Director</u> must not assess more than a 3-game penalty	Except for a default, the <u>Referee Event Director</u> must not assess more than a 2-game penalty
Both players or teams equally late up to 15 minutes	No Penalty	
Both players more than 15 minutes late	The <u>Referee Event Director</u> may default both players, or the <u>Referee Event Director</u> may reinstate the match using the principle in effect when both players are late but arrive at different times.	
Both players late but arrive at different times	In singles, the penalty accrues when the first player arrives. In doubles, the penalty accrues when the first team arrives. Penalize the opponent(s) based on the difference in their arrival times.	
<b>Part 2: Lateness for Resumption of Suspended Match:</b> The same penalties are assessed, except that there is no loss of toss.		

**Rationale:** Junior Circuit Events do not use Referees so the regulation will need to be amended.

8. **Badge Rules for Travel Only JTT Teams.** Approved at the December 19, 2023 meeting by a vote of 6 in favor, none opposed, and no abstentions.

**RESOLVED:** That, effective immediately, USTA NorCal Junior Team Tennis Regulation IV. is hereby amended as set forth below (stricken-through language is proposed to be deleted; underlined language is proposed to be added):

#### IV. USTA NORCAL JUNIOR TEAM TENNIS COACH ELIGIBILITY & REQUIREMENTS

Players who meet the eligibility required for NorCal JTT are not guaranteed placement onto a team.

**A. Safe Play.** [unchanged]

**B. Team Captain Required.** Each Team must have a Team Captain (or designated Co-Captain) responsible for the Team during each Team Match and its administrative affairs during the season.

**C. Badge Rules.** Each Team Captain (or designated Co-Captain) will be issued a credential badge ("Badge") with their headshot, Team name and/or program, and Safe Play expiration date to use during the season.

The physical or digital badge must be presented to turn in a lineup and/or coach a match. If a physical or digital badge is not available, a Team Captain must display their name on the area's Captain Contact List and/or Safe Play Provider Search with a form of personal ID to confirm identity.

Failure to provide the required Badge or other form of identification as described above will result in a default.

**ED. Home Court Requirement - Travel Leagues.** [unchanged]

**E. Travel Only Teams.** Teams not in the designated area of the league they are signing up for may be allowed to participate on a case-by-case basis and if all teams in the league are in agreement of them joining. Balls may be provided by visiting teams that are traveling for all of their matches.

**Rationale:** The proposal below addresses consequences for Team Captains without badges and "travel-only" teams. This requested adjustment is being made for several reasons:

- We want to make sure that anyone who is associated with a team is Safe Play approved and for there to be consequences for that particular team/program for not having an approved parent/volunteer/Captain present at the Team Match.
  - There have been anonymous reports of Captains not having a badge this year and not showing proof of approved status.
  - Travel Teams: Occasionally there will be teams outside the designated Travel League area who want to commute and play all their matches away.
9. **Elimination of References to Gar Glenney Cup and JTT Sectional Tournaments.** Approved at the December 19, 2023 meeting by a vote of 6 in favor, none opposed, and no abstentions.

**RESOLVED:** That, effective immediately, USTA NorCal Junior Team Tennis Regulation V.C. is hereby amended as set forth below (stricken-through language is proposed to be deleted; underlined language is proposed to be added):

#### V. USTA NORCAL JUNIOR TEAM TENNIS PLAYER ELIGIBILITY

**C. ~~Sectional Championship Team Tournaments—Boys' and Girls' Advanced and Intermediate Divisions.~~**

**1. ~~Overview.~~** Sectional Championship Team Tournaments are held at various times of the one-time year during the summer for boys teams and girls teams. No pre-qualification is needed for a team to enter; however the draw size of the Tournament may be limited.

**2. ~~Divisions.~~** A Sectional Championship Team Tournament will be based on the divisions/formats found on the chart in Regulation IX.A. will be organized in the following Boys' and Girls' Divisions:

- ~~14 & Under Intermediate—Yellow Ball~~
- ~~14 & Under Advanced—Yellow Ball~~
- ~~18 & Under Intermediate—Yellow Ball~~
- ~~18 & Under Advanced—Yellow Ball~~

**3. ~~Tournament Dates.~~** The USTA NorCal Staff, in consultation with the JTT/Local Play Committee, will determine the dates for the Team Sectional Championship Tournament Committee.

**4. ~~Champion Qualifies for Gar Glenney Cup.~~** The champion in each division will qualify for the Gar Glenney Cup, the annual competition between USTA NorCal and USTA SoCal.

**RESOLVED FURTHER:** That, effective immediately, USTA NorCal Junior Team Tennis Regulation V.D.ii. is hereby amended to remove references to Gar Glenney Cup and a Sectional Championship Tournament (stricken-through language is proposed to be deleted; underlined language is proposed to be added):

**V. USTA NORCAL JUNIOR TEAM TENNIS PLAYER ELIGIBILITY**

**D. Division Eligibility Based on ITF World Tennis Number (“WTN”).**

- ii. **Singles WTN at Registration Determines Eligibility.** A player’s singles WTN at the time of they are registration placed on a Team Roster will be used to determine eligibility for the division for the duration of:
  - A Travel League Season (including a Playoff and/or Championship); and
  - For participation in a Team Tournament~~the Gar Glenney Cup when a player qualifies by winning a Sectional Championship Tournament.~~

**Rationale:** The following proposal removes all references to the Gar Glenney Cup and changes all references to “Sectional Tournament” to “Team Tournament”. The Gar Glenney Cup will no longer be taking place and the name change will give flexibility to run team tournaments throughout the year and that are not tied to the obsolete Gar Glenney Cup.

**10. JTT Age Eligibility Rules and WTN Confidence Factor.** Approved at the December 19, 2023 meeting by a vote of 6 in favor, none opposed, and no abstentions.

**RESOLVED:** That, effective immediately, USTA NorCal Junior Team Tennis Regulation V. is hereby amended as set forth below (stricken-through language is proposed to be deleted; underlined language is proposed to be added):

**V. USTA NORCAL JUNIOR TEAM TENNIS PLAYER ELIGIBILITY**

Players who meet the eligibility requirement for NorCal JTT are not guaranteed placement onto a team. Players who are on a team are not guaranteed a minimum number of matches.

- A. Player USTA Membership Required.** [unchanged]
- B. Age Eligibility.**
  - 1. **Minimum Age.** A player can be a minimum of 5 years of age to participate in NorCal JTT but 7 is the recommended age.
  - 2. **Maximum Age.** A player may register for a division if the player has not exceeded the maximum age by the last day ~~of the month during which the division is scheduled to end.~~ on which the Travel League is scheduled to end, except that JTT staff can make age exceptions on a case-by-case basis to allow that particular player to join a team.
- C. Orange, Green and Yellow Ball Eligibility.** [unchanged]
- D. Division Eligibility Based on ITF World Tennis Number (“WTN”).** NorCal JTT will be using ITF World Tennis Number to promote level-based play and differentiate divisions.
  - i. **WTN Benchmarks.** Singles WTNs will be used to determine the division a player may enter. Prior to each Travel League Season or Sectional Championship Tournament, the USTA Staff, in consultation with the NorCal JTT/Local Play Committee, will determine the highest and lowest singles WTNs permitted for each division and publish these benchmarks in Table 1.

<b>Table 1: WTN Benchmarks</b>			
<b>League</b>	<b>Division</b>	<b>Highest Permitted Singles WTN*</b>	<b>Lowest Permitted Singles WTN*</b>
Travel League <u>and Team Tournaments</u>	10U Orange Ball	No maximum	No minimum
	10U Green Ball	No maximum	No minimum
	12U Green Ball	No maximum	No minimum
	12 & Under Yellow Ball	28	No minimum
	14 & Under Yellow Ball	27	No minimum
	18 & Under Yellow Ball	24	No minimum
<del>Sectional Championship Tournament</del>	<del>14 &amp; Under Intermediate</del>	<del>27</del>	<del>No minimum</del>
	<del>14 &amp; Under Advanced</del>	<del>No maximum</del>	<del>No minimum</del>
	<del>18 &amp; Under Intermediate</del>	<del>24</del>	<del>No minimum</del>
	<del>18 &amp; Under Advanced</del>	<del>No maximum</del>	<del>No minimum</del>

Table 1: WTN Benchmarks			
League	Division	Highest Permitted Singles WTN*	Lowest Permitted Singles WTN*
*WTN Confidence Factor is <del>not</del> a consideration determining eligibility.			
WTN Benchmarks as of January 27, 2023			

- ii. **Singles WTN at Registration Determines Eligibility.** A player’s singles WTN at the time of they are registration placed on a Team Roster will be used to determine eligibility for the division for the duration of:
- A Travel League Season (including a Playoff and/or Championship); and
  - For participation in a Team Tournament the Gar Glenney Cup when a player qualifies by winning a Sectional Championship Tournament

✓ HELPFUL HINT - WTN Confidence Level: A player’s WTN rating will include a Low, Medium, or High Confidence Level. Confidence Level uses many statistics. Prominent metrics include total matches, how current the matches are, total opponents, and the Confidence Level of opponents. If a player’s singles WTN is displaying a **Low Confidence** factor then the WTN rating will be treated the same way as having **no rating** and the player will be eligible to join their team.

**Rationale:** The proposal below addresses players who are ineligible to participate in a Travel League based on their age, allowing flexibility to players outside of the maximum WTN, and determining factors for players who display a Low Confidence Factor for their WTN rating:

- This rule change would allow players who are aging out of their division during the season to still participate on a team with their teammates throughout the season.
- As WTN is updated weekly, we need to add some flexibility to our maximum WTN bands set per division to promote inclusivity.
- WTN Confidence Factor should **not be** a determining factor for determining eligibility based on not enough matches played; TennisLink will treat these players as not having a rating in 2024.

11. **JTT Team Match Format Updates, Default Penalties, Doubles Partners, Score Responsibilities, Coaching Change.** Approved at the December 19, 2023 meeting by a vote of 6 in favor, none opposed, and no abstentions.

**RESOLVED:** That, effective immediately, USTA NorCal Junior Team Tennis Regulation IX. is hereby amended as set forth below (stricken-through language is proposed to be deleted; underlined language is proposed to be added):

**IX. TEAM MATCH REGULATIONS**

**A. Team Match Formats.** Team Matches will be played using the following formats:

Division	Competition	Ages/Levels	Individual Matches
<b>Orange Ball</b>	Travel League	10 and Under (Coed)	4 singles matches 4 doubles matches
<b>Green Ball</b>	Travel League	10 and Under (Coed) 12 and Under (Coed)	4 singles matches 4 doubles matches
<b>Yellow Ball</b>	Travel League	12 and Under (Coed) 14 and Under (Coed) 18 and Under Boys & Girls	4 singles matches 4 doubles matches
<b>Yellow Ball*</b>	Sectional Championship Team Tournament ( <u>Same Gender and Co-ed</u> )	<u>12 and under Boys &amp; Girls</u> 14 and Under Boys & Girls 18 and Under Boys & Girls	<u>Same Gender:</u> 4 singles matches 2 doubles matches  <u>Coed:</u> <u>2 same gender singles</u> <u>2 same gender doubles</u> <u>1 mixed doubles</u>

**\* Other team formats and divisions may be determined by the Tournament Director.**

- B. Order of Play.**
1. **Travel League - Coed Divisions.** [unchanged]
  2. **~~Sectional Championship Team~~ Tournament.** The order of play of matches and formats in a Team Match are determined by the Tournament Director
- C. Start Times and Lateness.** Matches will begin at the agreed upon start times agreed upon during the pre-Match communication between Team Captains. If a player and/or team does not arrive within 15 minutes of the scheduled start time on-site and ready to play (and no substitute player is put into the line-up - see Regulation IX.D.3 below), the match will be recorded as a default as follows:
1. **Travel League Defaults.** If a team has 3 players for a match, all round #4 singles and #4 doubles matches will be recorded as a default.
  2. **~~Sectional Championship Team~~ Tournament Defaults.** ~~If a team does not have four eligible players for a match, the #4 singles match and #2 doubles matches will be recorded as a default.~~ The default procedures in a Team Match are determined by the Tournament Director  
The same default rule applies if an entire team does not arrive within 15 minutes of the scheduled start time - each match of the Team Match is recorded as a default.
- D. Team Match Line-Ups.**
1. **Line-Up Must Be Based on Strength.** [unchanged]
  2. **Match Limits.** A player may only play in one singles match in a Team Match; however, a player may play in up to 2 additional doubles matches. Doubles partners can play together for a max of only two doubles matches together. If the same doubles team plays together for more than two matches, the additional matches will be defaulted.
  3. **Substitutions.** [unchanged]
- E. Match Formats.** [unchanged]
- F. Recording Scores; Scorecards.** The TennisLink scorecard includes a current list of all rostered and eligible players. The Team Captain (or the Captain's designee) of the winning hosting team is required to record the scores in TennisLink within 48 hours after a match. When a default occurs before the start of the match, it is to be recorded as a default in the system; no score is to be recorded. The opposing Team Captain should verify online scores for accuracy after they have been recorded. If an error in a score has been discovered, please notify NorCal Staff at [jrteamentennis@norcal.usta.com](mailto:jrteamentennis@norcal.usta.com) to request a scorecard adjustment. When notifying staff, the opposing Team Captain must be copied on the email, and the request must include the Match ID# with the adjusted score request.
- G. Coaching.** The Team Captain (or the designated Co-Captain) is the person designated as the coach for the Team Match. No other person may coach during a Team Match.  
Coaching is permitted only during the changeovers and must cease at the end of the 90-second changeover; however, no coaching is permitted during the first changeover of any set when the score is 1-0. A Captain is not allowed to stay on court after the changeover.

**Rationale:** The proposal updates the Team Match Regulations chart, lateness penalties, score responsibilities, and coaching policies:

- A Team Tournament co-ed format was added to the chart in Regulation IX.A.
- In the previous version of these approved rules, there was no clarification on who would be defaulted if a player or team didn't show up within 15 minutes of their scheduled time of play
- We added a section about doubles partners being allowed to only play twice together in a Team Match as we've been allowing it in past seasons and it was not specified in the rules
- We decided to change the score recording responsibilities to **the hosting team, not the winning team** so that it's easier for staff to reach out to that person and get scores updated faster
- Keeping consistent with our other team events, Captains are not allowed to stay on court for a longer duration of the changeover and prevent players from feeling extra pressure

- 12. Player Rostered On More Than One JTT Team, Minimum JTT Play Requirements.** Approved at the December 19, 2023 meeting by a vote of 6 in favor, none opposed, and no abstentions.

**RESOLVED:** That, effective immediately, USTA NorCal Junior Team Tennis Regulation VI. is hereby amended as set forth below (stricken-through language is proposed to be deleted; underlined language is proposed to be added):

## **VI. PLAYER REGISTRATION AND TEAM ROSTER REQUIREMENTS**

- A. Player Registration.** [unchanged]
- B. Player Must be on a Roster.** [unchanged]
- C. Player May Be Rostered on More Than One Team.** A player may be on the Team Roster of more than one team during a Travel League Season as long as they are in separate flights. If a player is rostered on more than one team that qualifies for a Playoff and/or Championship, the player must

choose one team to represent at the Playoff and/or Championship. A player may not be on the Team Roster of more than one team during a Section Championship Tournament.

**D. Minimum Number of Rostered Players.** [unchanged]

**E. Minimum Play Requirements - Travel League Playoff and/or Championship.** When an end of season Playoff and/or Championship is offered, a player is eligible to participate as the member of a team in the event if the following criteria has been met:

- The player has played at least ~~two~~ one Team Match~~es~~ to completion for the advancing team. ~~Two team matches are defined as two different team opponents, not two individual matches as part of one team match.~~
- ~~Only a maximum of 1~~ No default matches ~~may will count~~ as a ~~Team~~ Match played.
- Only those matches recorded in TennisLink as part of the Team Match score count toward meeting eligibility.
- It is the responsibility of the Team Captain to ensure a player meets the minimum requirement.

**Rationale:** The proposal addresses players who are playing on more than one team within the same same age division within that area's Travel League and reducing the minimum match requirements:

- Clarifying in the More Than One Team rule that a player can play on multiple teams within a Travel League as long as the teams are in separate flights.
- Changing the minimum play requirement for playoffs and/or Sectionals from 2 Team Matches played to 1 in order to allow for more players to participate during postseason play. This will also help out leagues with less teams and/or shorter seasons.

**13. Home/Visitor JTT Team Responsibilities.** Approved at the December 19, 2023 meeting by a vote of 5 in favor, none opposed, and no abstentions.

**RESOLVED:** That, effective immediately, USTA NorCal Junior Team Tennis Regulation VII. is hereby amended as set forth below (stricken-through language is proposed to be deleted; underlined language is proposed to be added):

**VII. SPORTSMANSHIP**

NorCal JTT is about developing character and good sportsmanship. The Team Captain (and any Co-Captain) is responsible for maintaining high standards of good sportsmanship, communication with players and parents, addressing inappropriate behavior onsite, and any other decisions within the season that arise. Captains should understand The Code and have shared the Parent Support Guide with the parents of all the players.

When applicable, Team Captains and Co-Captains must complete a Positive Coaching Alliance training in order to register a NorCal JTT team.

Visiting and home teams must be respectful and courteous when entering the Host Team's facility, adhere to all rules set forth by that facility including attire, health & safety measures and other unique policies of the facility. It is expected that all visiting and home teams respect the property of the host site, i.e. monitor the behavior of their players while on-site, do not disrupt play with loud voices, etc.

**Rationale:** The proposal adds that both the visiting and home teams need to abide by the facilities' policies or guidelines.

**14. Timing of JTT Rescheduling/Cancelling.** Approved at the December 19, 2023 meeting by a vote of 5 in favor, none opposed, and no abstentions.

**RESOLVED:** That, effective immediately, USTA NorCal Junior Team Tennis Regulation VIII.D.3. is hereby amended as set forth below (stricken-through language is proposed to be deleted; underlined language is proposed to be added):

**VIII. TRAVEL LEAGUE SEASON: RESPONSIBILITIES OF HOME AND VISITING TEAMS**

**D. Scheduling and Rescheduling.**

**3. Rescheduling.** A philosophy of promoting play is at the core of the NorCal JTT experience.

When a Team Match is canceled or suspended, Team Captains must use their best efforts to reschedule the match. All rescheduled Team Match dates and times must be reported to NorCal Staff.

- a. Reason for Rescheduling.** Rescheduling may be necessary for a number of reasons, including impending inclement weather, to protect the health and safety of the players, or because a team is not able to play on the date and time scheduled by USTA NorCal Staff. A match may also be suspended due to inclement weather, to protect the health and safety of the players, or because of darkness. Team Captains should be in communication no later

than 24 hours prior to the scheduled start time to discuss inclement weather and their plans regarding potential cancellation and/or rescheduling of a Team Match. The Home Team Captain will notify the opposing Team Captain on the cancellation of the match no later than three hours prior to the start time.

**Rationale:** This proposal allows Captains to cancel a JTT match within a certain time period when inclement weather is a concern. There has been confusion about the timing of when to cancel a match, especially when inclement weather is involved.

## Junior Council Committee

- 1. Super Series Selection & Draw Flighting When Draws Not Full: Adjustment to Draw Format When 13 or Fewer Entries Received.** Approved at a meeting held January 8, 2024, by a vote of 4 in favor, none opposed, and no abstentions.

**RESOLVED:** That effective immediately, the instructions for flighting Super Series players when draws are not full shall be amended as set forth below to eliminate the possibility of up to 5 rounds, maximize matches played, and create a more workable match schedule for the two-day sanction period (underlined language is proposed to be added; stricken-through language is proposed to be deleted):

- 35. Level 4 and Level 5 Super Series: Selection and Flighting of Players When Draw Not Full.** When fewer than 32 players are entered, the number of players selected will be as set forth in the table below. When fewer than 32 players are selected at the time draws are made, players will be flighted as set forth in Table 5 below.

<b>*Number of Entries</b>	<b>**Total Players Selected</b>	<b>Alternates</b>	<b>Flight A</b>	<b>Flight B</b>	<b>Flight C</b>	<b>Flight D</b>
32 or more	32	Any over 32	8	8	8	8
31	31	0	8	8	8	7
30	30	0	8	8	7	7
29	29	0	8	7	7	7
28	28	0	7	7	7	7
24-27	24	0-3	8	8	8	0
23	23	0	8	8	7	0
22	22	0	8	7	7	0
21	21	0	7	7	7	0
16-20	16	0-4	8	8	0	0
15	15	0	8	7	0	0
14	14	0	7	7	0	0
<del>5-13</del>	<del>5-13</del>	<del>0</del>	<del>Draws are not Flighted: Players put in FIQ Draw Note that the Flighted Ranking Point Table no longer determines the points—see FICQ Table.</del>			
<u>10-13</u>	<u>10-13</u>	<u>0</u>	<u>10-13</u>	<u>0</u>	<u>0</u>	<u>0</u>
<u>9</u>	<u>8</u>	<u>1</u>	<u>8</u>	<u>0</u>	<u>0</u>	<u>0</u>
<u>6-8</u>	<u>6-8</u>	<u>0</u>	<u>6-8</u>	<u>0</u>	<u>0</u>	<u>0</u>
<u>5</u>	<u>5</u>	<u>0</u>	<u>One FIC-Q Draw of 5 players</u>			
1-4***	0	1-4	Event Cancelled			
<p>* When this number of entries received at deadline, select the number of players in the Total Players Selected column.</p> <p>** If late entries are added after the deadline and before the draw is made, flight players into draws based on the new total entries according to this column. Examples: If 24 players are accepted, but 8 late entries are added before the draws are made, flight based on the numbers in the row for 32 Total Selected Players; If 22 players are accepted, but 3 late entries are added before the draws are made, flight based on the numbers in the row for 24 Total Selected Players, with the last entry being the #1 alternate.</p>						

\*\*\* If 1-4 entries are received, give these players the option to play the next-older age division if feasible. ~~These players are accepted, and alternates are ordered, based on the method of selection for the division.~~

**Rationale:** In December 2023, and for the first time, a significantly low number of entries came in for a Super Series that necessitated the use of the FIC-Q Draw format - in this instance, 12 entries in a G12 Division of a Level 5 Super Series (the full draw size is 32). The Level 5 Super Series is more susceptible to lower entries because they are held concurrently with Level 4 Super Series on one of the weekends designated for Level-Based tournaments. It came to the attention of staff that the FIC-Q draw format with a draw of 9-13 creates the possibility of 5 matches if a R1 winner loses in the 2nd round and then has to play 3 consolation matches. That is not permitted using the Best of 3 Tiebreak Set format in all of the age divisions.

To address this, maximize the number of matches played, and to create a more easily accomplished match schedule, the following amendments are proposed:

- Play a Compass Draw that has 4 rounds when 10-13 entries are received.
- Play a Compass Draw with 3 rounds when 6-9 entries are received.
- Only play the FIC-Q format when 5 entries are received.

2. **Doubles-Only Compass Draw Tournament Selection When Draws Not Full.** Approved at a meeting held January 8, 2024, by a vote of 4 in favor, none opposed, and no abstentions.

**RESOLVED:** That, effective immediately, USTA NorCal Junior Tournament Regulations 8.C.ii.c., 8.C.iii.b., 8.D.ii.b., 8.D.iv.b., and 8.E.iii.b. are hereby amended as set forth below to permit provide instruction on the number of teams to select and the draw format to be played when the Dominant Duo and Doubles Only L3, L4 and L5 draws are not full (underlined language is proposed to be added; ~~stricken-through language is proposed to be deleted~~):

## 8. USTA NorCal Junior Ranking Tournament Descriptions.

### C. Level 5 Tournaments.

#### ii. Level 5 Championship Doubles-Only and Mixed Doubles-Only Tournaments.

##### c. Draw Size and Format.

(1) **Weekend Tournaments.** When a tournament is sanctioned over a weekend, each doubles draw size will be limited to 32 teams. When 27 or fewer entries are received, teams will be selected and placed on an alternate list as set forth in Regulation 36. A compass draw will be played with a playoff for 3rd place. The A compass draw format with a playoff for 3rd place will be played and will guarantee each team three matches (except when 7 or fewer entries are received, as described in Regulation 36):

- Non-main draw compass draw brackets with teams that have won their third match will be played out to completion.
- *Except that*, if there are byes in the draw, teams that have lost their third round will play a ~~final fourth~~ one or more additional rounds if playing that additional round guarantees either that team or its opponent a third match.

(2) **Mid-Week Tournaments.** When a tournament is sanctioned mid-week (not on a Saturday to Sunday date block), each doubles draw size will be limited to 16 teams. A compass draw will be played with a playoff for 3rd place. When 13 or fewer entries are received, teams will be selected and placed on an alternate list as set forth in Regulation 36. A compass draw format with a playoff for 3rd place will be played (except when 7 or fewer entries are received, as described in Regulation 36).

~~If fewer teams enter than will guarantee all teams three matches, the Tournament Committee will consult with USTA NorCal staff to determine an alternative draw format to be used that will maximize the number of matches for each team.~~

## 8. USTA NorCal Junior Ranking Tournament Descriptions.

### C. Level 5 Tournaments.

#### iii. Level 5 Dominant Duo Team Tournaments.

b. **Draw Format, Draw Size and Team Match Description.** Sixteen (16) 2-player teams will be selected for each division as described below. When 13 or fewer entries are received, teams will be selected and placed on an alternate list as set forth in Regulation 36. A compass draw format with a playoff for 3rd place will be played (except when 7 or fewer entries are received, as described in Regulation 36), and will compete in a compass draw. Each Team Match consists of 1 doubles match followed by 2 singles matches. The team that wins 2 out of the 3 matches wins the Team Match and advances in the draw.

## 8. USTA NorCal Junior Ranking Tournament Descriptions.

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

**ii. Open and Closed Level 4 Excellence Doubles-Only Tournaments.**

- b. Draw Size and Format.** The doubles draw size is limited to 32 teams. When 27 or fewer entries are received, teams will be selected and placed on an alternate list as set forth in Regulation 36. A compass draw will be played with a playoff for 3rd place. The A compass draw format with a playoff for 3rd place will be played and will guarantee each team three matches (except when 7 or fewer entries are received, as described in Regulation 36):
- Non-main draw compass draw brackets with teams that have won their third match will be played out to completion.
  - *Except that*, if there are byes in the draw, teams that have lost their third round will play a final fourth one or more additional rounds if playing that additional round guarantees either that team or its opponent a third match.
- ~~If fewer teams enter than will guarantee all teams three matches, the Tournament Committee will consult with USTA NorCal staff to determine an alternative draw format to be used that will maximize the number of matches for each team.~~

**8. USTA NorCal Junior Ranking Tournament Descriptions.**

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

**iv. Closed Level 4 Mixed Dominant Duo Team Tournament.**

**b. Draw Size and Tournament Description.**

- (1) Three-Day Tournaments.** 32 two-player teams will be selected for each division as described below. When 27 or fewer entries are received, teams will be selected and placed on an alternate list as set forth in Regulation 36. A compass draw format with a playoff for 3rd place will be played (except when 7 or fewer entries are received, as described in Regulation 36), and will compete in a compass draw.
- (2) Two-Day Tournaments.** 16 two-player teams will be selected for each division as described below. When 13 or fewer entries are received, teams will be selected and placed on an alternate list as set forth in Regulation 36. A compass draw format with a playoff for 3rd place will be played (except when 7 or fewer entries are received, as described in Regulation 36), and will compete in a compass draw.

Each Team Match consists of 1 doubles match followed by 2 singles matches. The team that wins 2 out of the 3 matches wins the Team Match and advances in the draw.

**8. USTA NorCal Junior Ranking Tournament Descriptions.**

**E. Closed Level 3 Sectional Championships.**

**iii. Closed Level 3 Doubles-Only and Mixed Doubles-Only Sectional Championships.**

- b. Draw Size and Format.** The doubles draw size is limited to 32 teams. When 27 or fewer entries are received, teams will be selected and placed on an alternate list as set forth in Regulation 36. A compass draw will be played with a playoff for 3rd place. The A compass draw format with a playoff for 3rd place will be played and will guarantee each team three matches (except when 7 or fewer entries are received, as described in Regulation 36):
- Non-main draw compass draw brackets with teams that have won their third match will be played out to completion.
  - *Except that*, if there are byes in the draw, teams that have lost their third round will play a final fourth one or more additional rounds if playing that additional round guarantees either that team or its opponent a third match.
- ~~If fewer teams enter than will guarantee all teams three matches, the Tournament Committee will consult with USTA NorCal staff to determine an alternative draw format to be used that will maximize the number of matches for each team.~~

**RESOLVED FURTHER:** That effective immediately, new Regulation 36 is adopted to provide instruction on the number of teams to select and the draw format to be played when the Dominant Duo and Doubles Only L3, L4 and L5 draws are not full:

**36. Level 4 and Level 5 Dominant Duo and Level 3, Level 4 and Level 5 Doubles-Only Tournaments: Selection of Players When Draw Not Full.** When fewer than the maximum numbers of teams are entered as required in the applicable provision of Regulation 8, the number of teams selected will be as set forth in the table below.

<b>TABLE 6: Selection of Teams when Draw Not Full</b>			
<b>*Number of Entries</b>	<b>**Total Players Selected</b>	<b>Alternates</b>	<b>Special Draw Instructions</b>
<u>24-27</u>	<u>24</u>	<u>0-3</u>	<u>None - Compass Draw is used.</u>
<u>23</u>	<u>23</u>	<u>0</u>	<u>None - Compass Draw is used.</u>

<b>TABLE 6: Selection of Teams when Draw Not Full</b>			
<b>*Number of Entries</b>	<b>**Total Players Selected</b>	<b>Alternates</b>	<b>Special Draw Instructions</b>
<u>22</u>	<u>22</u>	<u>0</u>	<u>None - Compass Draw is used.</u>
<u>21</u>	<u>21</u>	<u>0</u>	<u>None - Compass Draw is used.</u>
<u>16-20</u>	<u>16</u>	<u>0-4</u>	<u>None - Compass Draw is used.</u>
<u>15</u>	<u>15</u>	<u>0</u>	<u>None - Compass Draw is used.</u>
<u>14</u>	<u>14</u>	<u>0</u>	<u>None - Compass Draw is used.</u>
<u>12-13</u>	<u>12</u>	<u>1</u>	<u>None - Compass Draw is used.</u>
<u>8-11</u>	<u>8</u>	<u>0-3</u>	<u>None - Compass Draw is used.</u>
<u>5-7</u>	<u>5</u>	<u>0-2</u>	<u>One Round Robin of 5 Teams Played (Consists of 5 rounds; each team gets 4 matches)</u>
<u>4</u>	<u>4</u>	<u>0</u>	<u>One Round Robin of 4 Teams Played (Consists of 3 rounds; each team gets 3 matches)</u>
<u>1-3</u>	<u>0</u>	<u>1-3</u>	<u>Event Cancelled. If feasible, give these players the option to play the next-older age division.</u>
* <u>When this number of entries received at deadline, select the number of players in the Total Players Selected column.</u>			
** <u>If late entries are added after the deadline and before the draw is made, flight players into draws based on the new total entries according to this column. Examples: If 24 players are accepted, but 8 late entries are added before the draws are made, flight based on the numbers in the row for 32 Total Selected Players; If 22 players are accepted, but 3 late entries are added before the draws are made, flight based on the numbers in the row for 24 Total Selected Players, with the last entry being the #1 alternate.</u>			

**Rationale:** NorCal offers a number of Doubles-Only Tournaments throughout the year at Level 3, 4 and 5 for two primary reasons:

- It is difficult to hold doubles events at the same time as singles because of the additional court requirements; and
- Having stand-alone Doubles tournaments gives players the opportunity to focus on doubles - when doubles is combined with singles, the focus is primarily on singles.

Although draws don't always fill in these stand-alone tournaments, the draws tend to be fuller when stand-alone doubles tournaments are held as compared to those that combined singles and doubles. The one exception to this is the June Sectionals.

At the Level 3 Sectionals, Level 4 Excellence, and Level 5 Championship Doubles-Only Tournaments, the draw size and format are set in the Regulations in a manner that guarantees teams three matches. In these tournaments there is an exception clause that reads:

*"If fewer teams enter than will guarantee all teams three matches, the Tournament Committee will consult with USTA NorCal staff to determine an alternative draw format to be used that will maximize the number of matches for each team."*

The Level 4 and Level 5 Dominant Duos, which play Compass Draws have draws of 16 or 32 and are structured to guarantee 4 or 5 team matches depending on the draw size. There is no similar exception that instructs the Tournament Committee to work with the staff to find an appropriate draw format when too few teams enter.

In the last year, the exception clause has been utilized to assist Tournament Committees in finding the appropriate draw formats, and in at least one case, a Dominant Duo has been asked to run a different format than that required in the Regulations because of the number of entries.

This proposal to addresses these issues by creating a table of the number of entries that are to be accepted, and the draw format to be used in all Doubles-Only Tournaments and the Dominant Duos when draws are not full. This is similar to the table created several years ago to address the numbers of players to be selected for the Super Series (and is proposed to be amended in item #2 from Junior Council on this Consent Calendar). It will allow for full transparency to participants, and specific instructions to tournament directors for what happens when the draws are not full.

**3. Elimination of Play Monitor Role.** Approved at a meeting held January 8, 2024, by a vote of 4 in favor, none opposed, and no abstentions.

**RESOLVED:** That, effective immediately, USTA NorCal Junior Tournament Regulation 30.B. is hereby amended as set forth below to replace the terminology from Play Monitor to Court Monitor (stricken-through language is proposed to be deleted; underlined language is proposed to be added):

**30. Certified Officials at Tournaments.**

**A. Level 6, 5, 4, and 3 Tournaments.** The Referee must be a referee certified by the USTA. A Site Referee is required at each satellite site. The Site Referee must be a USTA Certified Official, but certification as a referee is not required. A minimum of two officials are required for each eight (8) courts in play, one of whom must be a USTA Certified Official; the remaining officials may be a USTA Certified Official or a USTA NorCal Approved Court Monitor - see Table 4. Any waiver to these rules is subject to the prior written approval of the USTA NorCal Junior Staff.

<b>Table 4: Minimum Officials Required for L6, L5, L4, and L3 Tournaments</b>	
<b>Number of Courts</b>	<b>Minimum Requirement</b>
1 to 4	1 Total: 1 Certified Official
5 to 8	2 Total: 1 Certified Official + 1 Additional Certified Official or Approved Court Monitor
9 to 12	3 Total: 2 Certified Officials + 1 Additional Certified Official or Approved Court Monitor
13 to 16	4 Total: 2 Certified Officials + 2 Additional Certified Officials or Approved Court Monitors
17 to 20	5 Total: 3 Certified Officials + 2 Additional Certified Officials or Approved Court Monitors
21 to 24	6 Total: 3 Certified Officials + 3 Additional Certified Officials or Approved Court Monitors
25 to 28	7 Total: 4 Certified Officials + 3 Additional Certified Officials or Approved Court Monitors
29 to 32	8 Total: 4 Certified Officials + 4 Additional Certified Officials or Approved Court Monitors

**B. Level 7 Tournaments.**

- USTA Certified Officials are not required at Level 7 Tournaments.
- The Tournament Director may also serve as Referee, *provided that* the training required by the USTA Officiating Department to serve the dual role of Tournament Director/Referee, has been completed, and *provided that* the Tournament Director/Referee must be present during play. When a person serves as both Tournament Director and Referee, that person will assume all of the responsibilities of Referee, *except* that the person must not be a member of the Tournament Appeals Committee.
- When a person other than the Tournament Director is serving as Referee, the person must have fulfilled the training required by the USTA Officiating Department.
- When a satellite site is used, a person must serve in the role of Deputy Referee at the satellite site, and that person must have fulfilled the training required by the USTA Officiating Department.
- Level 7 Tournaments must have met the minimum number of officials required in Table 4; ~~however, in lieu of USTA Certified Officials and USTA NorCal Certified Court Monitors, a Level 7 Tournament may use USTA NorCal Play Monitors (a role that also requires USTA NorCal training).~~

**Rationale:** The NorCal officiating department is consolidating the Play Monitor and Court Monitor role into one role - the Court Monitor. In ranking tournaments, these are only currently permitted in Level 7 tournaments. This proposal deletes the references to Play Monitors

**Adult Leagues Committee**

**1. Criteria for Captain Milestone Award.** Approved by Unanimous Written Consent as of January 9, 2024, by a vote of 7 in favor, none opposed, and no abstentions.

**RESOLVED:** That effective with the 2023 League Season, USTA NorCal will award Captain Milestone Awards to persons for every 50 teams they captain or co-captain to recognize their dedication to USTA NorCal Adult Leagues , *provided that* of the 50 teams, the person will have served no more than a maximum number times as co-captain, which number shall be determined by USTA NorCal staff in consultation with the Chair of the Adult League Committee.

**Rationale:** In December 2023, the Captain Milestone Award was passed. We are now memorializing the criteria. Research has been done on how many teams a captain has captained. Based on the research, it has been found that increments of 50 is a meaningful number as this is an award to recognize a captain's dedication to captaining. Every 50 is an obtainable goal but one that should take at least a couple of years to get to. NorCal currently has 12 leagues and 3 Tri-Level events.

### **Authority**

1. The USTA NorCal Hall of Fame Selection 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. Pursuant to the Bylaws, the President will appoint members of the Committee and a Chair of the Committee from among its members, subject to the following requirements:
  - The Committee shall consist of at least seven members;
  - At least one member will be an Officer of USTA NorCal;
  - At least three members shall have previously been inducted into the Hall of Fame;
  - No person who is under consideration for induction may be a member; and
  - No less than a majority of the members, and the Chair, shall be residents of USTA NorCal.

Each member shall 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 by the President.

2. 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 3/4 vote of the total number of members serving on the committee.
3. The Committee will follow all governance procedures set forth in the United States Tennis Association Northern California Policies on Decision Making Governance adopted on August 17, 2022, which may be amended by the USTA NorCal Board from time to time. Included in the Policies are procedures for minutes, presenting recommendations for Board approval, and reporting actions taken by the Committee that are within the clearly defined scope of authority that the Board has specifically delegated to the Committee.
4. Unless the Committee otherwise directs, the Executive Director may attend all Committee meetings.
5. The Committee may invite any non-Committee member to attend meetings or meet with Committee members as appropriate, but such individuals shall not be members of the Committee or have a vote on any matters before the Committee.
6. The Executive Director will appoint a staff member or members to serve as the Committee's staff liaison(s). This person or persons will be permitted to attend meetings of the Committee, but will not be a member of the Committee or have a right to vote on matters before the Committee. The Committee shall have the right to meet at any time with only Committee members present as it deems appropriate.
7. The Committee will review this charter periodically and recommend any proposed changes to the USTA NorCal Board for review and consideration. The Board may amend or revoke this charter at any time.

**Committee Charge:** The purpose of the USTA NorCal Hall of Fame Selection Committee is to annually select persons for induction to the USTA NorCal Hall of Fame.

**Responsibilities**

1. Collaborate with the USTA NorCal Hall of Fame Luncheon Committee in furtherance of such Committees' responsibility to organize the annual recognition of inductees.
2. Develop a communication plan to educate the USTA NorCal community on how individuals may be nominated for consideration for induction.

**Delegation of Authority**

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

- The Committee is authorized to create a nomination form for prospective inductees.
- The Committee is authorized to select inductees to the USTA NorCal Hall of Fame consistent with criteria and selection procedures approved by the USTA NorCal Board; provided that the selection of any person for induction that deviates from said criteria, must first be approved for induction 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.

In 1974 tennis enthusiast Elmer J. Griffin formed a seven-person group, five of whom were or became USTA NorCal presidents. Under Griffin's leadership, this group created the Northern California Tennis Hall of Fame. The group had no formal connection with what is now USTA NorCal. During the succeeding six years, the group elected 56 individuals into the Hall of Fame. Upon Elmer's death, the group ceased to exist.

On November 5, 1990, a new group of five persons, including USTA NorCal president elect Mike Mee, past USTA NorCal presidents Bill Hoogs and Don Jacobus, and current staff members Tom Carter and Peter Herb, met at for the sole purpose of resurrecting the Northern California Tennis Hall of Fame. At that meeting and another meeting one week later, standing orders for the makeup of the committee and the criteria for selection to the Hall of Fame were agreed upon. Those standing orders have been amended from time to time and have been amended and restated by the USTA NorCal Board of Directors in full as follows:

**I. Criteria for Selection to the Hall of Fame.** The purpose of the USTA NorCal Hall of Fame is to recognize, through induction of members, persons who have made a significant impact on the growth and promotion of tennis in the USTA NorCal Section.

**A. Required Criteria.** Prospective inductees must meet all of the following requirements:

- 1. Residency.** Prospective inductees must have resided no fewer than 10 years in the geographical boundaries of USTA NorCal.
- 2. Major Tennis Achievement.** A major tennis achievement (as defined below) must have been accomplished during residency in USTA NorCal.
- 3. Minimum Age.** Prospective inductees must have reached 40 years of age during the year of induction.
- 4. Attendance Requirement.** *Unless* the prospective inductee will be inducted posthumously, such person must commit to attend the induction ceremony.

**B. Major Tennis Achievement.** Prospective inductees must fall into one or more of the following categories and shall have demonstrated achievement in tennis as described below:

- 1. Player:** Remarkable national or international achievement at the junior, collegiate, adult or professional level. Consideration shall be given to sportsmanship and character, the length of a player's residency in USTA NorCal, and to a player's participation on a USTA NorCal or USTA team in regional, national and/or international competition.
- 2. Contributor:** Remarkable contribution to the sport of tennis in any one of the following categories:
  - a. USTA NorCal Volunteer.**
  - b. Coach.**
  - c. Official.**
  - d. Professional or Charitable Work.**

**II. Nomination.**

**A. Nomination Form & Annual Deadline.** Nominations must be made using the electronic form posted to the USTA NorCal website [need URL] no later than March 1 of each calendar year (or such other date approved by the Committee); *provided that* any person whose name has been placed into nomination prior to adoption of these procedures and any new person nominated may be considered for induction by the Hall of Fame Selection Committee ("Committee") for up to 5 years following the year of nomination. After such time, a lapsed nominee may be considered only if a new nomination form is submitted.

**B. Self-Nominations Prohibited.** Prospective inductees may not self-nominate; however, prospective inductees may participate in providing information for the nomination form.

**C. Committee Members May Nominate.** Committee members may nominate prospective inductees, *except that* a Committee member may not nominate a person with a familial relationship. See Section III.B. below.

### III. Selection of Inductees.

- A. Selection Meeting.** As soon as feasible after the annual nomination deadline, the Committee shall meet to select up to five members to be inducted for the calendar year.
- B. Conflicts of Interest.** Any Committee member (or Board member, if applicable) who has a familial relationship to a prospective inductee shall not participate in the discussion or induction vote and such person shall not count toward calculating the 3/4 vote requirement described in Section III.C. below. For the purposes of this provision, a familial relationship is defined broadly and is intended to include, but not be limited to: parent, spouse, sibling, grandparent, cousin, and aunt/uncle, including step-relationships.
- C. Required Vote.** A 3/4 vote of all the members of the Committee in support of a prospective inductee is required for selection, *except that* any person voted for induction that does not meet the criteria set forth in Section I. must also be approved for induction by a 3/4 vote of all of the members of the USTA NorCal Board of Directors.
- D. Notification of Induction.** As soon as feasible following selection, and after the date of the annual Hall of Fame Induction ceremony has been determined, the inductees shall be notified by the Chair of the Hall of Fame Committee. Upon notification, these persons will be asked to commit to attending the annual Hall of Fame induction ceremony.
- E. Treatment of Persons Unable to Attend Hall of Fame Induction Ceremony.** Any living inductee who is not able to meet the attendance requirement (Section I.A.4. above) shall automatically be deferred until the following calendar year and shall count toward the maximum number of persons that may be inducted in a calendar year. No additional persons will be selected for induction as a result of a person being unable to attend.
- F. Report to USTA NorCal Board.** As soon as selection has been completed, the Committee Chair shall report the names of the persons selected for induction to the USTA NorCal Board, including the names of any persons who have been deferred to the following year due to their inability to meet the attendance requirement.