

**Minutes of the USTA NorCal Budget and Finance Committee Meeting
April 08, 2025**

NOTE: *The minutes were approved on May 13, 2025.*

Mike Dickey, chair of the Budget & Finance Committee, called the meeting to order at 8:00pm and roll call was conducted. The meeting was held by Google Meet video conference, whereby all participants could hear and see each other.

Committee Members Present: Mike Dickey (chair), Karen Chen, Frank Li, Jason Scalese, Jack Walker, Keith Wheeler
Committee Members not Present: Shaun Chaudhuri

USTA NorCal Staff Present: Summer Verhoeven (Executive Director), Darren Wenger (Dir. of Operations and Strategy), Bernadette Lange (Controller)

Guests Present: none

- 1) **Approval of Minutes** - The Committee considered approval of the minutes of the meeting held February 11, 2025. The following motion was duly made by Jack Walker, seconded by Jason Scalese, and approved by a vote of 5 in favor, 0 opposed, and 1 abstention.
 - i) **RESOLVED:** That the minutes of the Budget and Finance Committee meeting held February 11, 2025 be approved as presented.
- 2) **Review of Action Items with Budget Impact; Recommendation regarding approval to the NorCal Board of Directors.** The Budget Committee reviewed and discussed the following Committee Action Items, that have 2025 Budget impact.
 - a) Adult Tournament Committee/ NorCal Qualifier for USTA NTRP National Championships
 - i) Budget impact: +\$900 increased expense.
 - b) Adult Tournament Committee/North-South Budget Reallocation
 - i) Budget impact: \$5,410 increase in revenue, positive impact to Budget profit/loss; reallocation of existing budget.
 - c) **RESOLVED:** That the two Action Items noted above (a) and (b) be recommended for approval by the NorCal Board of Directors
 - i) Approved by a vote of 6 in favor, 0 opposed, and no abstentions.
- 3) **Discussion Topic – Budget Related Action Items format:** The committee met and discussed updating the process related to how budget related action items are submitted to the committee for review prior to board meetings. A revision to the new process that has been implemented was includes, now, an estimate of the impact on participation, numerically, rather than just an indication of improved participation. The Committee felt in order to properly review submitted action items with budget impact, the absolute estimate of changed participation was warranted.
- 4) **Discussion Topic – Committee Meeting Dates/Timeline/Structure:** The committee discussed modification to its regular meeting schedule, and determine that regular meetings would now be at 7pm, rather than 8pm.
- 5) **Discussion of the 2026 Budget Timeline and process:** Darren Wenger presented the prior 2025 Budget timeline, and noted recommendations of adjustment of that timeline for the 2026 Timeline. A discussion ensued. Further discussion at upcoming BFC meetings will occur.
- 6) **Commendation of service by Nancy DeSchane:** The Committee hereby applauds and commends the service of Nancy DeSchane in her roles as Treasurer and chair of the Budget and Finance Committee, and wishes her success in her new role in her work life.

There being no further issues or discussion to come before the committee, the meeting was adjourned at 9:00 PM.