

NOTE: *The resolutions in these minutes were approved by the USTA NorCal Board of Directors on October 16, 2024. These minutes were approved by the Committee on November 21, 2024.*

Committee Members Present: Andrea Norman (Acting Chair), Mark Fairchilds, Jon Toney, and Scott Winn

Committee Members Absent: Suzy Cossette (Chair) and Luis Reis

USTA NorCal Staff Present: Tommy Tu and Joanna Broda-Schunck

Andrea Norman, acting chair of the Sanction & Schedule Committee, called the meeting to order at 7:05 pm on Wednesday, September 25, 2024 and roll call was conducted. The meeting was held by Google Meet video conference.

- 1. Approval of Minutes.** The Committee considered approval of the minutes of the meeting held July 11, 2024. The following motion was duly made by Mark Fairchilds, seconded by Jon Toney, and *approved* by a vote of 4 in favor, none opposed, and no abstentions:

RESOLVED: That the minutes of the Sanction & Schedule meeting held on July 11, 2024 be approved as presented.

- 2. Adult Tournament Bids for 2025.** In closed session, the Committee reviewed and discussed applications for 2024 Adult tournaments. No votes were taken during the meeting.

The meeting was adjourned at approximately 8:15 pm and scheduled to reconvene the following day, Thursday, September 26 at 7:00 pm.

The meeting was reconvened at 7:10 pm on Thursday, September 26, 2024.

- 3. Junior Tournament Bids for 2025.** In closed session, the committee reviewed and discussed applications for 2025 Junior tournaments. When the Committee came out of closed session, the following approved resolution was authorized to be reported as part of the minutes of the meeting.

Following discussion, the following motion was duly made by Jon Toney, seconded by Scott Winn, and *approved* by a vote of 3 in favor, none opposed, no abstentions, and 1 recusal by Mark Fairchilds.

RESOLVED: That sanctions for the 2025 Junior Tournaments listed on Exhibit A are hereby recommended to the USTA NorCal Board for approval.

- 4. Adult Tournament Bids for 2025.** In closed session, the Committee continued its review and discussion of applications for 2025 Adult tournaments. When the Committee came out of closed session, the following approved resolution was authorized to be reported as part of the minutes of the meeting.

Following discussion, the following motion was duly made by Scott Winn, seconded by Jon Toney, and *approved* by a vote of 3 in favor, none opposed, no abstentions, and 1 recusal by Mark Fairchilds.

RESOLVED: That sanctions for the 2025 Adult, Family and Wheelchair Tournaments listed on Exhibit B are hereby recommended to the USTA NorCal Board for approval.

RESOLVED FURTHER: That the Levels of any Adult, Family, and Wheelchair Tournament may be adjusted by the appropriate competition committee, as needed.

- 5. Next Sanctioning Steps.** Tommy Tu reviewed the next steps in the sanctioning process. The first is the announcement of the recommended tournaments to the organizations, which will be given 7 days to accept what has been recommended. Thereafter, the tournaments accepted will be presented for approval by the Board at its October meeting.

- 6. Next Meeting.** A tentative meeting was set for October 9 at 7:00 pm should the Committee need to meet following the acceptance and appeal period.

- 7. Bi-Month Application Dates.** Tommy asked the Committee to consider whether it wanted to make permanent the bi-monthly application dates it set for 2024. The dates were adjusted this year to fall on the first day of every other month, rather than the 15th, so that sanction application recommendations could be

presented at a Board Meeting that would follow approximately two weeks later. Following discussion, the following motion was duly made by Mark Fairchilds, seconded by Scott Winn, and **approved** by a vote of 4 in favor, none opposed, and no abstentions:

RESOLVED: That, effective immediately, that USTA NorCal Tournament Sanction Regulation 5.B.ii. be amended as set forth below:

5. Sanctioning Process. This process applies to all Tournaments, *except* those tournaments that USTA NorCal has determined, at its sole discretion, will not be put out for bid and will instead be assigned to USTA NorCal as the sanction holder.

B. Sanction Application Deadlines.

ii. Bi-Monthly Application Deadlines. USTA NorCal will accept applications on an ongoing basis. Bi-Monthly Deadlines for these applications received after the Primary Sanction Deadline will be January 15, March 15, May 15, July 15, September 15, and November 15.

8. Probation. In closed session, the Committee reviewed information related to the possibility of placing an Organizer on probation. Discussion and decisions related to probation are confidential.

There being no further issues or discussion to come before the Committee, the meeting was adjourned by unanimous vote at 8:16 pm.