

PINE LAKES TENNIS ASSOCIATION
BOARD MEETING
Monday, February 6, 2023

Board members present: Ruth Sarno, Terry Brush, Irwin Peters, Sandy Milley and the Commissioner, Randy Markham

Absent: Ed Dukes

PLTA members present: Sharon Thomson; Rick Coats arrived about 20 minutes into the meeting and June Davis after that.

President, Ruth Sarno called the meeting to order at 3:07 pm.

MINUTES

The minutes of January 9, 2023 were reviewed by board members prior to the meeting. There were no amendments. A motion was made by Irwin to accept the minutes. This was second by Terry. All were in favor and the motion carried.

TREASURER'S REPORT

Terry presented the treasurer's report. A copy of the report will be included with these minutes and placed in the Secretary Binder.

Terry shared the January Tournament expenses. The total was within the given allowance. Terry shared the January dance resulted in a very small loss.

Sandy motioned to accept the treasurer's report as submitted. Irwin second the motion. All were favor and the motion carried.

Terry stated that the membership list is up to date and can be found on the website.

NEW BUSINESS

PLEASE NOTE: THESE MINUTES WERE WRITTEN TO REFLECT THE ORDER OF DISCUSSION AND THE KEY POINTS MADE, HOWEVER, ADMITTEDLY IT COULD BE CONFUSING TO READ. THERE IS AN ATTACHMENT TO THESE MINUTES THAT SUMMARIZES THE RATIONALE FOR PROPOSED BY-LAW CHANGES AND THE PROPOSED NEW LANGUAGE. SOME MAY WISH TO READ THE SUMMARY FIRST.

1) PLTA Handbook/Bylaws as they pertain to Court Use and Sign-Up at Pine Lakes

The discussion began by Ruth sharing the purpose of this agenda item. It was agreed that there was a possible need to review the by-laws as they pertain to the Court Use

Committee and Sign-Up At Pine Lakes. It was felt that it was important to have the by-laws upheld as they were written and intended.

Prior to the meeting Ruth and Sandy had communicated about the objectives and tone of the meeting in order to result in a positive meeting. In preparation a single sheet was prepared which provided the board members with a copy of three separate sections found in the PLTA Handbook/By-Laws that would be up for discussion. This sheet ([in blue below](#),) was handed out and the board members followed along as each section was discussed. Each board member was given an opportunity to share their thoughts on each section. During discussion there were comments, questions, and clarifications which resulted in three proposed amendments to the Handbook/By-laws. Motions made regarding these amendments will follow later in the minutes.

For clarification purposes the sections of the handbook are in [blue](#). which are then followed up with the main discussion points regarding the sections that pertain to Court Use Committee and the Court Sign-Up At Pine Lakes.

Discussion #1

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Sandy began by saying that by definition a table of contents serves to provide the reader a way of going directly to a specific section of a document. If one wanted information about Court Use Committee, one would go to that section. Similarly if one wanted information about Court Sign-Up at Pine Lakes one would go to that section.

These two sections found under the heading of Procedures are separate and hence stand-alone procedures. Sections from one procedure do not apply to the other.

There were no comments, questions, or concerns regarding the Table of Contents. It was felt that it was straight forward, with no issues.

Discussion #2

PROCEDURES

COURT USE COMMITTEE

The president will appoint a court use committee each year in March, which will meet after new teams are selected. Members will be the commissioner, board representative at-large, captains of all teams, and coordinators of intramural league, lottery, ladder, and other special programs. The board will consider the plan presented by the committee at an open meeting and adopt a court use plan by a majority vote of the board.

Discussion then went on to the above, Court Use Committee. It was explained that on occasion some have tried to apply a sentence from the procedure below, (Court Sign-Up At Pine Lakes,) to the procedure above, (Court Use Committee.) Specifically, attempting to use this sentence, *“The priority order for scheduling will be: PLTA/ELS activities (tournaments and clinics), scheduled league matches, scheduled league practices, make-up league games, and other approved PLTA functions and then open sign-up,”* at a Court Use Committee meeting has not been permitted. The board agreed that the Court Use Committee procedure as written is clear and therefore no changes were needed to prevent this “taking out of context,” issue. Simply following the procedures and bylaws as written is all that is needed.

Regarding the above procedure, it was thought that adding a sentence to clarify how to request a permanent change to the court use scheduled would be a good idea. Please see below (*) regarding a motion that was made to add that information.

Discussion #3

COURT SIGN-UP AT PINE LAKES

The secretary will post the court schedule for the coming week by 10 AM every Saturday morning.

It is the secretary’s responsibility to block out all pre-scheduled court time before the court schedule is posted. All requests for pre-scheduled court time must be given to the secretary at least forty-eight hours in advance of the court schedule posting.

Discussion continued involving the above procedure, Court Sign-Up At Pine Lakes. It was shared that some have tried to take the sentence, *“The priority order for scheduling will be: PLTA/ELS activities (tournaments and clinics), scheduled league matches, scheduled league practices, make-up league games, and other approved PLTA functions and then open sign-up,”* and make it a sentence that stands alone sentence with no restrictions as to when to use this priority. The next sentence in the paragraph is needed

to know when to use this priority order. The next sentence reads, *This order is to be used in the event of scheduling conflicts or a need to extend an unfinished activity.*

Confusion has resulted when interpreting the procedure when one has paid more attention to the “priority sentence,” while setting aside the “when to use the priority sentence.”

It was agreed by members of the board that the wording means that after the secretary would receive a request forty-eight hours in advance of the court schedule posting, then the secretary would follow the “priority order,” to determine the feasibility of the request for the upcoming week. This priority order would only be used in the event of a scheduling conflict or if there was a need to extend an unfinished activity. As there were three members of the board who have consecutively held the position of secretary, they were able to provide examples when requests for a one time court use would have occurred in the past, (e.g. rescheduling a rained out league match, or completing a tennis tournament which was called due to rain.) They also shared that there had never been a conflict while they were in the role of secretary.

It was felt that this “priority order,” has been the root cause of issues and therefore the question was asked, “Why not take it out.? To everyones’ recollection it has not served any purpose. If a request is made to the Secretary, to add an event to the next week’s court schedule, the secretary can easy decide what court time is available to do so.

It was decided it would be best to remove, *“The priority order for scheduling will be: PLTA/ELS activities (tournaments and clinics), scheduled league matches, scheduled league practices, make-up league games, and other approved PLTA functions and then open sign-up. This order is to be used in the event of scheduling conflicts or a need to extend an unfinished activity.”*

See below, ** for the motion.”

That concluded the board’s discussion and questions or comments were welcomed from the floor. A few questions were asked and answered.

The board was then ready to make a series of motions that would result in proposed by-law changes to be taken to the PLTA membership at the Spring Annual General Meeting to be held on March 13, 2023. Three motions were made.

1)

The first motion was made by Sandy. It read, “Under Procedure, Court Use Committee, the following sentence is to added at the end of the procedure. *Once a plan is adopted by the board, any changes must be be requested in writing and presented to the board for consideration and possible approval.*”

This was second by Terry. All were in favor. The motion passed.

2)

A second motion was made in order to clarify the timing of the posted schedule and leave no doubt as to when the schedule would be posted weekly. This motion, “to change the “by 10AM” to “at 9AM,” was made by Terry which read, “Change the first sentence under Court Sign-Up At Pine Lakes to, “*The secretary will post the court schedule for the coming week at 9 AM every Saturday morning.*”

This was second by Irwin. All were in favor. The motion passed.

3)

The rationale for the third motion is as follows. In order to remove any chance that one may take the sentences found in the paragraph outlining the responsibilities of the secretary out of context, which then may result in the by-laws not being followed as intended, it was decided that those sentences should be removed. This removal was suggested because the past efforts to clarify that taking the “priority order...” out of context has lead to issues. Taking the wording out would ensure that it can not be used, out of context in the future. It was also decided that it was not needed as the Secretary could still determine the feasibility of granting a request that is needed to be added to the next week’s court schedule. If the Secretary was ever in doubt of a request they could consult the board.

Terry made the following motion. “ I move to strike the last two sentences found in the first paragraph of under the procedure, Court Sign-Up At Pine Lakes. The sentences to be removed are, “The priority order for scheduling will be: PLTA/ELS activities (tournaments and clinics), scheduled league matches, scheduled league practices, make-up league games, and other approved PLTA functions and then open sign-up.”

Irwin second this motion. All were in favor. The motion passed.

In order to prepare for the Spring Annual General Meeting, where these proposed changes to the by-laws will need taken to the membership for a vote, Ruth and Sandy will work on the specific wording of the rationale for these changes and the exact wording to be written on the ballots. This will be done prior to March 6th in order that the proposed amendments can be posted one week before the Spring Annual General Meeting, as required in the by-laws.

Before moving on to the next item on the agenda the board wants to make it very clear that by-laws will be enforced as written. So that there can be no doubt the following was once again reiterated.

Regarding the Court Sign Up, no one person, (the secretary, an acting secretary or other PLTA member), will be permitted to block off, or change any court time on a permanent basis, unless it has been made part of the procedure under "Court Use Committee" or approved by the Board.

2) SWIFT request for 3 courts on Mondays at 9:30

Discussion took place regarding the request for the SWIFT team to use 3 courts on Monday's at 9:30. The board was reminded that at March's board meeting and again at the Court Use Committee that it would not be in the best interest of the PLTA to allow any team to have 3 courts at 9:30, regardless of the number of people on the team. Randy shared that when he had opened the Court Use Committee meeting last March, he hoped that all captains had come prepared with requests that would not be for 3 courts on any day at 9:30, as that was not an option.

It was noted that the SWIFT team did request and received 3 courts on Tuesdays at 8:00am, at the Court Use Committee meeting in March. In October the SWIFT team asked for a change to Monday's at 9:30 to use 2 courts. The board approved this request. The recent request to add an additional court on Mondays at 9:30 does not comply with the original court use plan that was adopted by the board last March. It was felt that the court use plan needed to be upheld.

Terry made a motion "to deny the request from the SWIFT team for the use of three courts on Mondays at 9:30." This was second by Irwin and all voted in favor. The motion was passed.

Either Ruth or Randy will communicate this decision with the SWIFT captain, Cully.

OLD BUSINESS

Communication with Bryan

So far there had been little luck with communication. A very short email from Bryan was received today. It read, " I continue to request your funds from my management and have not heard a response. We have called our sport court vendor to evaluate all courts and nets."

Irwin shared a conversation with Ron Thoreson in which Ron suggested the following;
-send an email to Ann Harnette (HOAII) and Dick Loubier (HOA,) requesting a representative from the PLTA to attend the next "President's Meeting with Bryan and ELS.

-send an email outlining our current concerns and issues and long range goals.

Following discussion on this, Sandy was requested to draft an email. Irwin will review this draft and once it is felt it is ready to be sent, it will be forwarded to Ruth who will send it off in her role as the President of the PLTA.

Nominating Committee / Chair

There has been no success in getting a volunteer to Chair the Nominating Committee, nor volunteers to serve on this committee. Sandy volunteered to chair this committee and search for two new members for the board. Ruth and Terry will remain on the board for one more year and Irwin said he would run for the board for another two year position. Sandy will get something out via an email and will put a posting on the bulletin board.

Team sign-up sheets

Randy shared that this will be posted on February 14th until February 28th.

Winter Dinner Dance

It was agreed that it was a great success. Thanks to all who contributed to its success.

The ELS Good Neighbor Tournament for Saturday February 25th and Sunday February 26th

Funding has not yet been received from ELS and therefore the ELS Good Neighbor Tournament will be cancelled. In its place a similar tournament like the one run in January will take its place.

Sandy had some ideas on this.

- 2 days Sat. morning and Sun. afternoon
- just Pine Lakes
- run similar to the January tournament, 7 games
- try to book the activity room for sub sandwiches to follow the end of the tournament on Sunday afternoon
- budget given of \$400
- sign up sheets to go up by Feb 10th and down on Feb 17th

Whispering Pines Article Sandy has submitted a short article for March. It was an article about January's tournament.

OTHER

A reminder will be sent out reminding people of court etiquette and a note will be put on the bulletin board as well.

The next board meeting will be held on Monday March 6, 2023 at 3:00 in the living room of the Pine Lakes Clubhouse.

A motion to adjourn was made by Irwin and Terry second the motion. All were in favor.

The meeting adjourned 4:40 pm.

Respectively submitted by,

Sandy Milley
PLTA Secretary