

**Coosa Valley Tennis Association (CVTA)
Board of Directors' Meeting
Minutes**

DATES/LOCATION/TIME

Date: February 20, 2008
Location: 338 W. Third St., Rome, GA
Time: 5:00 p.m.

SIGNATURES

President: Mike Burnes
Secretary: Rhonda Garrett

ATTENDANCE

OFFICERS:

Mike Burnes, President
CVTA/Southern GA
John Thornton, Immediate Past President
CVTA/Southern GA
Jack Zeiger, President Elect
John Leatherwood, Treasurer
Rhonda Garrett, Secretary
Richard Pifflett

Scharla Battle

Willis Potts

BOARD MEMBERS:

Scott Bentley
Kevin Salmon
Jeff Sinnock
Elaine Hamilton, Exec. Dir.
Dave Bain, Dir. Of Leagues
Cathy Klingensmith
Jim Klingensmith

Richard

ITEMS DISCUSSED	DISCUSSION/OUTCOME	FOLLOW-UP
Willis Potts, March of Dimes	Willis Potts from the March of Dimes asked the Board if they would consider sponsoring a tennis tournament to raise funds for the March of Dimes. He stated that the March of Dimes deals with research and education in regards to birth defects. The March of Dimes is trying to rebuild energy in this community. Mike Burnes stated that Mr. Potts is one of the Heart of Community Award winners for this area. Jack Zeiger stated that if the tournament was made an NTRP tournament, it would attract more participants from outside areas. He also stated that the CVTA would have to initially fund the tournament. The Board tabled any further decisions on this matter until a later date.	

Elaine Hamilton, Exec. Director
&
Dave Bain, Director of
Leagues,
USTA/Southern Georgia

Dave Bain presented the Board with a copy of the Bylaws of the Georgia Tennis Association, Inc., a copy of which is attached hereto.

Elaine Hamilton and Dave Bain recommended the following:

The CVTA Bylaws need to be posted on the Rome Tennis website; The formation of the Adult League Committee (ALC) needs to be in the Bylaws so there is no question as to how things are to be carried out; the President of the BOD and the Local League Coordinator (LLC) need to get together to choose the members of the ALC from request forms submitted by players; if there are not enough forms submitted, need to ask for volunteers; the main purpose of the ALC is to establish regulations, it is the LLC's responsibility to make sure the regulations are followed; if the ALC makes a recommendation to the BOD and the BOD disagrees with the recommendation, the BOD should go back to the ALC with a new recommendation until the two can come to an agreement; the ALC or BOD should never make a decision unless it is geared towards growing the local league; once the ALC makes a recommendation for any rule change, it should go before GTA to make sure there are no conflicts before going before the BOD; any new rules or regulations need to be approved before the beginning of fall season (Sept. 1) so they can be implemented for the new championship year; the LLC, League Coordinators, or liason from the BOD should not be a voting member of the ALC; The BOD needs to establish how the grievance committee and grievance appeals committee are established; there needs to be at least 5 members on these committees so that there is a pool to choose from in case a member is involved in grievance; only a captain of a team or a league coordinator is allowed to file a grievance, this is a National regulation; complaints brought before the BOD when no grievance is filed should be directed back to the league coordinator; if the LLC has a question about an interpretation of a rule or regulation, the LLC should go to GTA for guidance; if a grievance is taken to the appeals committee because additional information has been provided (which is the only way the appeals committee should become involved) and the appeals committee upholds the grievance committee's decision, the appeals committee's decision should be the final decision; The BOD should establish standing committees, such as Nominating Committee, Budget & Finance Committee;

	<p>The main responsibility of the LLC is to establish and carry out regulations; the LLC reports to GTA and to the BOD; if the BOD instructs the LLC to do something that is in direct conflict with a regulation, the LLC should report this to GTA, at which time, GTA would step in, this would be the only time GTA would step in; the LLC cannot go into Tennislink and change scores once a match has been played and the correct scores have been input, the LLC can disqualify a match and change the standings, but the scores cannot be changed.</p> <p>According to the USTA GA Requirements for local leagues, the Rome league's boundaries include Polk, Floyd and Chattooga counties; this means the Rome league gets credit in funding for any players from any of these counties; it also means that any team in any of these counties that registers for a league out of a pre-registered facility, has to be allowed to play out of that pre-registered facility;</p> <p>The Rome Tennis website needs to include the up to date local league regulations for all leagues with the championship year listed, the links to GTA and Southern need to be on website, and the Southern logo and the Tennislink logo need to be in the right proportions.</p> <p>After much discussion, Dave Bain stated that ultimately, there must be trust between the BOD, the LLC, and the committees and they need to find a way to work together. Elaine Hamilton stated that Cathy Klingensmith has been one of the best league coordinators Rome has had as far as promoting the league.</p>	
Minutes of January, 2008	The minutes from the January, 2008, BOD meeting were approved without change.	
Welcome	Mike Burnes welcomed the new BOD members. Scott Bentley, Jeff Sinnock and Kevin Salmon were in attendance. Margaret Knight was absent.	

Committee Reports	<p>Tournament Committee - Kim Leatherwood and Jack Zeiger reported that the committee has a preliminary budget for the State Adult Tournament.</p> <p>Schools Committee - Bill Thornton reported that he had ordered 25 cases of tennis balls for a total of approximately \$1,300. He delivered the tennis balls to all the area middle and high schools. He asked for volunteers to help with this program. Scott Bentley and Kevin Salmon volunteered to help with the schools program.</p>	
Other Business	<p>Mike Burnes reported that the BOD had received a request from Bobby Walker, Rome Floyd Parks & Recreation, for \$500 to promote Junior tennis programs in Rome. A motion was made and the BOD unanimously approved this request.</p> <p>Mike Burnes requested that the BOD approve the fee of \$125 for sponsorship of a table at the Rome Floyd Hall of Sports Banquet. A motion was made and the BOD unanimously approved this request.</p> <p>Mike Burnes stated that the Play Tennis Rome flyers had been printed and were located at the RTC. An invoice had been submitted for the printing of these earlier. A motion was made and the BOD unanimously approved the payment of the invoice.</p> <p>Mike Burnes stated that Kim Leatherwood, Treasurer, and Jack Zeiger, President Elect, needed to be added to the signature card for the CVTA at SunTrust Bank. Cathy Klingensmith stated that once this has been done, Mary Dillon with GTA needs to be contacted and notified that the checking account had been changed accordingly.</p> <p>Jack Zeiger reported that score markers needed to be replaced at several of the tennis facilities. He recommended ordering 17 of the hanging type score cards at approximately \$37 each. A motion was made and the BOD unanimously approved this purchase.</p> <p>After discussion among the BOD, the BOD agreed to allow input from attendees, even though they had not requested to be put on the agenda. The BOD agreed that for future Board meetings,</p>	Kim Leatherwood and Jack Zeiger will go to SunTrust Bank to sign signature card for the CVTA checking account.

	<p>attendance at the meetings will be open, but non Board members must be on the agenda to provide any input.</p> <p>Richard Shiflett commented regarding the ALC's previous decision on limiting the number of out of state players on the league's rosters. He stated that the reasoning behind this decision was due to the fact that if an out of state team comes to Rome and wins the league, the CVTA has to pay their entry fees for the State tournament, even though these players do not pay a fee to join our club.</p> <p>Scharla Battle commented regarding the number of players allowed on rosters for the different leagues. She stated that the ALC had previously voted to implement that 16 players be allowed on rosters as recommended by state regulations.</p>	
	<p>Jim Klingensmith commented regarding the appointment of ALC members. He stated that in this league, it is a matter of recruiting people instead of relying on volunteers.</p> <p>Scott Bentley asked the BOD exactly how CVTA makes money. Mike Burnes responded that when a player joins the league, a portion goes to GTA and a portion goes to Rome Floyd Parks & Recreation and approximately \$7 goes to the CVTA. The majority of these funds are funneled back into the league to promote growth. CVTA also receives funds from different grants offered by USTA. CVTA receives approximately \$10K in grant funds per year. Cathy Klingensmith commented that the grant funds have to be accounted for and used exclusively for the purpose the grant was given and if any of the funds are not used, they have to be returned to USTA. The CVTA also receives funds from local tournaments played in Rome.</p>	
<p>LLC Update - Cathy Klingensmith</p>	<p>A copy of the League Report for February, 2008, is attached hereto and incorporated herein.</p>	
<p>LLC Resignation</p>	<p>Cathy Klingensmith tendered her resignation as LLC to the BOD.</p> <p>After discussion, the BOD elected a committee for the purpose of locating a new LLC for the Rome area. The committee members are Kevin Salmon, Jeff Sinnock, Scott Bentley, and Margaret</p>	

	<p>Knight. Information regarding this position is to be posted on the Rome Tennis website.</p> <p>Bill Thornton agreed to act as interim LLC.</p>	
Meeting day/time	<p>The next regular BOD meeting will be held on March 19, 2008, at 5:45 p.m. at 338 N. Third St., Rome, GA.</p> <p>Notice of time and location will be posted in advance on the Rome Tennis website.</p> <p>With no further business before the BOD, the meeting was adjourned.</p>	