

USTA NorCal Board of Directors Meeting Minutes
July 30, 2008
Four Points Sheraton, Pleasanton, Ca
6:30 Dessert and Beverage

Call to order at 7:05PM by President Margie Peterman

USTA NorCal Board of Directors Present: Margie Peterman, Rosie Bareis, Karla Barnette, Brian Berry, Suzy Cossette, Terry Cossette, Mike Dickey, Hunter Gallaway, Bill Hansen, Patrick King, Rick Kepler, Madhu Kohli, Mark Mosley, Bill Schoen, Pam Sloan, Erika Smith.

USTA NorCal past Presidents Present: John Frank, Paul Kepler, Don Jacobus, Mark Manning

USTA NorCal Board of Directors and past Presidents Absent: John Dicconson, Michael Cooke and Mike Mee

Staff Present: Steve Leube ED

Legal Counsel Present: Michael Harrison

Guests Present: Mindy Craig (MIG), Thor Holt, Todd Hara (MIG)

Approval of Minutes: The April Minutes were approved as corrected. Page 2, #1 change initials ATL to ALC. Page 3, New Business. Add the following after “John Dicconson has missed four meetings” “Action to be discussed at next board meeting.” (Margie has not yet received a letter of resignation from John)

Needs Assessment Presentation: Mindy Craig; MIG

Mindy made a presentation of the USTA NorCal Office Building Feasibility Study detailing the facility Options for USTA Nor Call. It covered the pros and cons of four different facility development options. Option A: Partner and build, Option B: Buy existing building, Option C: Build to suit, Option D: Lease. She distributed a detailed Development Cost Summary comparing the above four options. She led a discussion concerning the meeting purpose and objectives, project context, review of building options, goals and objectives for the office, issues and opportunities for different options, preferred options, strategies and timeline, and vote and the next steps to be taken.

We currently spend \$2.42 per sq. foot. Ideally the goal was to obtain 8,000 to 10,000 square feet of office space. However, less may be acceptable. It was generally felt that we should not move out of the bay area as we would probably lose most of our current

staff, and that we should be in an area close to the majority of our volunteers and constituents. A straw vote was taken in which the board preferred Option B (Buy an existing Building) and/or Option D (Lease). The next step is to see some specifics and real numbers of buildings that are available. In the current real estate market there may be some “deals”. Mindy was instructed to look in Alameda, Contra Costa and Santa Clara counties as the next step and report back at the next meeting. Also, a long-term analysis of leasing Vs buying needs to be done.

Committee Decisions: None were discussed.

Chairman’s Report: Margie Peterman

Mike Friedman has resigned to work for USA Squash. Therefore, Gunther’s position has been upgraded to take over for Mike. Mike will work part time through August to help train Gunther. We might want to possibly keep Mike on to do contract work for us. We own the NorCal systems. However, Mike has a contract to receive \$1.00 per player for those registered in “Leagues for Fun”.

National has eliminated three staff positions.

Margie reviewed the travel assistance policy for the annual meeting. Board members are covered for the hotel (Maximum 5 nights), airfare and food from Fri., Aug 29 – Wed. Sept 3.

There were some questions for the nominating committee. It was requested that the information that goes to the nominees should also be sent to the board members. Questions also arose as to who is on the nominating committee and the list of candidates. Rosie, nominating committee chair, will forward that information to the board.

There was discussion concerning the USTA NorCal’s Code of Ethics and the USTA NorCal’s Code of Conduct, which are similar documents. The Code of Ethics is required by the IRS and was passed by this current board. The Code of Conduct was passed by a previous board but was never rescinded when the Code of Ethics was passed. Thus, we currently have both documents in place. There is no NorCal consequence if a current board member refuses to sign the Code of Ethics.

The Combo Leagues have exploded! There are more teams, more players and the 2.5 participation is up.

Adjournment of Meeting: 10:00 PM

The next regular meeting will be August 20 at Four Points by Sheraton, Pleasanton, CA

Respectively Submitted,
Suzy Cossette
USTA NorCal Board of Directors Secretary

