

**Minutes of the USTA NorCal Board of Directors
Wednesday, January 21, 2026
USTA NorCal Office**

Directors Present: Leslie Airola-Murveit (Secretary), Andrea Barnes (Vice President), Christine Costamagna (President), Anoosh Davoudzadeh, Mike Dickey, Silvia Duenas-Biesler, Cheri King, Jana Klein, Damon Levy, Mylene Martin, Pam Sloan (Delegate), Caroline Sheu, Valerie Thong, Mariko Fritz-Krockow, Samir Mahir and Marco Sanchez

Directors Absent: Collin Braun

Advisory Directors Present: Martha Ehrenfeld, Andrea Norman, David Panconi

USTA NorCal Staff Present: Summer Verhoeven (Executive Director), Jesus Cortez (IT Director), Kate Walker, Human Resources Consultant

Guests Present: Sarah Decker Chisano (USTA Director of Section Development), Rory Curran (USTA Director of Leadership and Development), Natalia Predroza (USTA Senior Director of Leadership and Development)

1. Call to Order

President Costamagna called the meeting to order at 6:39 pm and a roll call was conducted. She then asked Mr. Davoudzadeh to read the NorCal Mission Statement and Vision Statement.

2. Approval of Agenda

The Board considered approval of the agenda, a copy of which was distributed with the meeting packet. There being no opposition, the agenda was announced and approved.

3. USTA Learning & Development Leadership Training

Rory Curren & Natalia Predroza lead interactive exercises with the board to build connections with each other and to inspire the board to drive innovation in tennis across our section. They will be presenting a similar program to the NorCal staff soon.

4. Approval of Minutes

The Board considered approval of the minutes of the meeting held December 10, 2025. Following discussion, the following motion was duly made by Ms. Barnes seconded by Ms. Sheu, and **approved** by a vote of 16 in favor, none opposed, and no abstentions.

RESOLVED: That the minutes of the meeting of the USTA NorCal Board of Directors held December 15, 2025, are hereby approved as corrected.

Mr. Panconi, Ms. Ehrenfeld, Ms. Decker Chisan, Mr. Cortez, and Mr. Curran left the meeting for the duration of the Closed Session.

5. Closed Session

President Costamagna announced that the Board would be going into closed session. Following the conclusion of the closed session, she announced all discussion held during the session was to remain confidential; however, it was agreed that the following would be reported in the public minutes:

- Approval of 2026 Junior and Adult Tournament Sanctions. The sanctions for Adult and Junior Tournaments listed below were presented by Ms. Norman. The sanctions were **approved** following a motion duly made by Mr. Levy and seconded by Mr. Mahir. The vote was 16 in favor, none opposed, and no abstentions.

Date	Level	Divisions	Events	Organizer	Director	Location	Courts	Limit
February 28- March 1	Level 6	NTRP 18+ 2.5 to 5.5	MS, WS, MD, WD, MX	Longs Tennis Academy	Long Phan	San Jose	8	16
April 24-25	Level 6	NTRP 18+ 2.5 to 5.5	MS, WS, MD, WD, MX	Longs Tennis Academy	Long Phan	San Jose	8	16

May 16-17	Level 6	NTRP 18+ 2.5 to 5.5	MS, WS, MD, WD, MX	Longs Tennis Academy	Long Phan	San Jose	8	16
May 21-23	Level 5	Wheelchair	MS, WS, MD, WD, MX	Modesto Fitness & Racquet Club	Brian Heiser	Modesto	16	10

Date	Level	Divisions	Events	Organizer	Director	Location	Courts	Limit
February 14	Level 7	BG12-16	Singles	Cudny Tennis Academy	Enny Cudny	San Jose	5	8
February 21	Level 6	BG12-16	Singles	Cudny Tennis Academy	Enny Cudny	San Jose	5	8
February 28	Level 7	BG12-16	Singles	Cudny Tennis Academy	Enny Cudny	San Jose	5	8
March 7-8	Level 6	BG12-18	Singles	Valli Sports	Ashwin Veeravalli	San Jose	8	8
March 14	Level 7	BG12-18	Singles	Valli Sports	Ashwin Veeravalli	San Jose	8	8
April 4-5	Level 6	BG12-18	Singles	Valli Sports	Ashwin Veeravalli	San Jose	8	8
April 18	Level 7	BG12-18	Singles	Valli Sports	Ashwin Veeravalli	San Jose	8	8
April 26	Level 7	BG12-16	Singles	Tenacious Tennis Academy	Jesse Inghelram	San Francisco	10	16
May 2-3	Level 6	BG12-18	Singles	Valli Sports	Ashwin Veeravalli	San Jose	8	8
May 3	Level 7	BG12	Singles	WK Tennis Foundation	Eric Kwan	Atherton	5	8
May 16-17	Level 6	BG12-18	Singles	Sierra View Country Club	Steve Dunmore	Roseville	6	8
May 23-24	Level 6	BG12-18	Singles	Valli Sports	Ashwin Veeravalli	San Jose	8	8
June 13-14	Level 6	BG12-18	Singles	Tenacious Tennis Academy	Jesse Inghelram	San Francisco	10	16
June 20-21	Level 6	BG12-18	Singles	Valli Sports	Ashwin Veeravalli	San Jose	8	8
June 27	Level 7	BG12-18	Singles	Valli Sports	Ashwin Veeravalli	San Jose	8	8
July 11	Level 7	BG12-18	Singles	Valli Sports	Ashwin Veeravalli	San Jose	8	8
July 18-19	Level 6	BG12-18	Singles	Valli Sports	Ashwin Veeravalli	San Jose	8	8
July 25	Level 7	BG12-18	Singles	Valli Sports	Ashwin Veeravalli	San Jose	8	8
August 22-23	Level 6	BG12-18	Singles	Sierra View Country Club	Steve Dunmore	Roseville	6	8

Ms. Norman left the meeting after the sanctions were approved.

- Annual Performance Review of Executive Director. Ms. Sloan, chair of the Employee Relations Committee, gave a presentation on the annual performance review of the Executive Director and a compensation package was approved.

Mr. Panconi, Ms. Norman, Ms. Ehrenfeld, Ms. Decker Chisan, Mr. Cortez, and Mr. Curran returned to the meeting following the Closed Session.

6. 2026 National Funding Updates (Facility Grants)

Ms. Decker Chisano reported on the historical and recent growth in tennis participation: 25.7 million tennis players in the US in 2024, the fifth consecutive year of growth. She presented the two-pronged strategy to increase growth:

- Engine 1 - provide more efficiency in existing programming such as leagues and tournaments, as well as national support for things that have been a drain on Sections; resources such as league schedules and grievances.
- Engine 2 - focus on mass participation and casual players that fall outside of the USTA's traditional programming; targeted funding for Sections for coaching, advocacy, youth tennis, grants, and facilities support.

She also identified three potential USTA funding sources available to the Sections: the Growth Catalyst Fund, the Facilities and Tennis Venue Grants, and Micro Grants.

The \$30 million Growth Catalyst Fund has distributed \$7.1 million to 41 approved applicants to date. Additionally, the Facilities and Tennis Venue fund awarded \$16 million in 2025 to improve or construct 301 facilities. Finally, the Micro Grant program offers member organizations up to \$10,000 to cover equipment, startup expenses, coaching, fencing, and benches.

7. Consent Calendar

President Costamagna directed the Board's attention to the Consent Calendar that was distributed with the meeting packet and noted that there are:

- 5 recommendations being made by the Junior Team Tennis/Local Play Committee

President Costamagna explained that any Director may unilaterally request that an item be removed from the Consent Calendar for individual consideration apart from the Consent Calendar. She also noted that simple questions, clarifications, or short amounts of dialogue relative to an item on the Consent Calendar may be discussed after the motion to approve the Consent Calendar.

President Costamagna asked if any Director intended to pull any recommendation. There being no interest in doing so, a motion to adopt the Consent Calendar was duly made by Pam Sloan and seconded by Mariko. Following discussion, the following motion was approved by a vote of 16 in favor, none opposed abstentions.

RESOLVED: That items listed on the Consent Calendar attached as Exhibit A are hereby approved.

8. Action Item: Donoff Cup Player Selection Criteria and Procedures

Ms. Airola-Murveit presented the Adult Tournament Committee's proposal to create selection criteria and procedures for the Men's Intersectionals Donoff Cup. The Donoff Cup is an annual tournament that is similar in nature to the Women's Intersectionals. It is anticipated that NorCal will field five 6-player teams, depending on the number of entries received; however, the event has eight total divisions: Men's 35s, 45s, 55s, 60s, 65s, 70s, 75s, 80s. divisions. The proposed Selection Criteria and Procedures mirrors that which is in place for the Women's Intersectionals. It will also clarify for players what they may expect as well as what is expected of them when representing NorCal.

Following discussion, the following motion was duly made by Mr. Levy seconded by Ms. Fritz Krockow and **approved** by a vote of 16 in favor, none opposed, and no abstentions.

RESOLVED: That the Donoff Cup Player Selection Criteria & Procedures attached as Exhibit B is hereby approved.

9. Action Item: Nor Cal Committee Charters

President Cotamagna presented proposed changes to various committee charters. Following discussion, the following motion was duly made by Ms. Klein, seconded by Ms. Martin and approved by a vote of 16 in favor, none opposed, and no abstentions.

RESOLVED: That, effective immediately, the Charters for USTA NorCal Committees are hereby amended and restated as they appear in Exhibit C.

10. Delegated Authority Decision Report

President Costamagna directed the Board's attention to the report of decisions made by Committees that were within the clearly defined scope of authority that the Board has delegated to the Committees in the applicable Committee Charters, a copy of which was distributed with the meeting packet. She noted that the report contains the following decisions:

- Consideration of 6 grievances filed with the Adult Leagues Grievance Committee
- Consideration of 185 NTRP Self-Rate appeals filed with the NTRP Self-Rate Appeals Committee

- Consideration of 4 grievances filed with the Sportsmanship Committee
- Approval of 2025 USTA NorCal Adult League Awards recipients by the Adult Leagues Committee

President Costamagna explained that if the Board disagrees with any action, it may consider taking further action as it deems appropriate. Following the presentation of the Report, the Directors had neither questions, comments, nor objections to the actions taken by the Committees.

11. New & Returning Organization Members

Ms. Verhoeven reported there have been two returning Organization Members since the last time the Board met on December 15, 2025. Mr. Cortez is working on a new process to identify the various types of member organizations.

12. Treasurer's Report

Mr. Dickey reported that the financial statements for November 2025 were distributed with the meeting packet, and discussed the results to-date and projections for the year, including projected surplus/deficit projections, and the significant categories of variance to the adjusted Budget.

13. President's Report

President Costamagna reminded the members that presence at events is important, especially small events in our community. She suggested that Directors attend tournaments and events and introduce themselves. She will create a Dropbox document to list upcoming events and will include a sign up sheet. She invited board members to share their experience at an upcoming board meeting.

14. Executive Director's Report

Ms. Verhoeven presented NorCal program statistics and a written report (included in the meeting packet) and also highlighted the following key upcoming events:

- Junior Tournament Awards Ceremony: This event is scheduled for Saturday at Treasure Island.
- Adult Competition Awards Dinner: This event will take place on February 28th.
- 2026 Hall of Fame Event: This is set for September 25th at the Claremont Resort.

Ms. Verhoeven encouraged all board members to attend the awards ceremonies to take advantage of networking opportunities. She directed the Directors to review her written report for additional information, including other important events in the coming months.

15. Delegate's Report

Ms. Sloan announced that the Delegates didn't meet in December due to the holidays. There is an upcoming leadership meeting on Monday and a Delegate's meeting later this month.

16. Adjournment

Following the announcement that the next meeting will be online on Wednesday, February 18, 2026, with no objection, the meeting was adjourned at 9:30 pm.

Respectfully submitted,
Leslie Airola, Secretary

This document contains all committee recommendations made (or not included) since the previous board meeting on December 10, 2025.

JTT/Local Play Committee

1. Penalties for Lateness. Approved at a meeting held January 13, 2026, by a vote of 8 in favor, none opposed, and no abstentions.

RESOLVED: That, effective immediately, USTA NorCal Junior Circuit Event Regulations, Appendix A. is hereby amended as set forth below (stricken-through language is proposed to be deleted; underlined language is proposed to be added):

Appendix: Lateness Before Start of Match

<p>Assessment of Penalties: The Event Director is responsible for assessing penalties for lateness according to the table below, including issuing a default for failure to arrive on time. After considering all relevant circumstances, the Event Director may elect to not assess a penalty, not to assess the full penalty, or not to default a player or to reverse a default for failure to arrive within 15 minutes of the time when the match was scheduled.</p>		
<p>Part 1: Lateness Before Start of Match</p>		
<p>Match Format</p>	<ul style="list-style-type: none"> • One Short Set to 4 Games • One 6-Game Set • Best of 3 Short Sets with 7-Point Match Tiebreak Played in Lieu of 3rd Set 	<p>Timed Matches (Game Format) for 30 minutes or less</p>
<p>If one player or team is late</p>	<p>5 minutes or less: Loss of toss plus 1 game</p>	<p>5 minutes or less: Loss of toss plus 1 game</p>
	<p>5:01 - 10 minutes: Loss of toss 2-games-plus 1 game and <u>2 points</u></p>	<p>5:01 - 10 minutes: Loss of toss plus 2 points</p>
	<p>10:01 - 15 minutes: Loss of toss plus 2 games</p>	<p>10:01 - 15 minutes: Loss of toss plus 3 points</p>
	<p>More than 15 minutes: default</p>	<p>More than 15 minutes: default</p>
	<p>Except for a default, the Referee must not assess more than a 2-game penalty</p>	<p>Except for a default, the Referee must not assess more than a 3-point penalty</p>
<p>Both players or teams equally late up to 15 minutes</p>	<p>No Penalty</p>	
<p>Both players more than 15 minutes late</p>	<p>The Referee may default both players, or the Referee may reinstate the match using the principle in effect when both players are late but arrive at different times.</p>	
<p>Both players late but arrive at different times</p>	<p>In singles, the penalty accrues when the first player arrives. In doubles, the penalty accrues when the first team arrives. Penalize the opponent(s) based on the difference in their arrival times.</p>	
<p>Part 2: Lateness for Resumption of Suspended Match: The same penalties are assessed, except that there is no loss of toss.</p>		

Rationale: The proposed amendments reflect changes made to this appendix by the USTA in the USTA's Net Generation Regulations. Sectional Associations are required to have their regulations consistent with the national regulations.

2. Wildcard Selection for Section Championships. Approved at a meeting held January 13, 2026, by a vote of 8 in favor, none opposed, and no abstentions.

RESOLVED: That, effective immediately, USTA NorCal Junior Team Tennis Regulation III.4.d. is hereby amended as set forth below (stricken-through language is proposed to be deleted; underlined language is proposed to be added):

III. USTA NORCAL JUNIOR TEAM TENNIS COMPETITIONS

A. Travel League - Coed Divisions.

1. Overview. [unchanged]

2. Divisions. [unchanged]

3. League Seasons. [unchanged]

4. Season Playoffs and Championships.

a. Authority to Determine Whether Playoffs and/or Championships Held.

[unchanged] **b. Qualification for Playoffs.** [unchanged]

c. Qualification for Championships. [unchanged]

d. Wildcard Selection for Section Championships. When additional teams are needed to bring the total number of teams competing in the Section Championships to either 4 or 8, wildcard teams will be selected to participate in the Section Championships. ~~Wildcards will be selected by a random drawing of all second place teams. If the chosen team cannot accept the spot, there will be another drawing of the remaining 2nd place teams until a team accepts the spot. If all 2nd place teams decline, there will be a similar random drawing of all 3rd place teams until a team accepts the wildcard spot and so forth.~~ Wildcards will be selected based on the highest game-winning percentage of all 2nd place teams. If there is a tie among 2nd place teams' game-winning percentage, overall win-loss record will be used to determine the selection.

If the selected team declines the wild card, the 2nd place team with the 2nd best win-loss record will be selected. The same procedure will be used until all 2nd place teams are exhausted. If all 2nd place teams decline, the same procedures will continue to be used on 3rd and 4th place teams until a team is selected and accepts.

Rationale: Changes the wildcard selection process from a random selection among all 2nd place teams to selecting the team with the highest game winning procedure to encourage more competitive play at the event.

3. A Player May Be Rostered on More Than One Team. Approved at a meeting held January 13, 2026, by a vote of 8 in favor, none opposed, and no abstentions.

RESOLVED: That, effective immediately, USTA NorCal Junior Team Tennis Regulations VI.C., is hereby amended as set forth below (stricken-through language is proposed to be deleted; underlined language is proposed to be added):

VI. PLAYER REGISTRATION AND TEAM ROSTER REQUIREMENTS

A. Player Registration. [unchanged]

B. Players Must be on a Roster. [unchanged]

C. A Player May Be Rostered on More Than One Team. A player may be on the Team Roster of more than one team during a Travel League Season so long as the player is in separate flights for the same division (i.e. 12U Green) or in a different division. If a player is rostered on more than one team that qualifies for Playoffs/Championships within the same division (i.e. on two 12U Green teams), the player must declare one team to represent in the Playoff/Championship. Participating in a Playoff/Championship match for one team within the same division will automatically count as their declaration to represent that team. If a player competes for an additional team or teams during the Playoffs/Championship within the same division, all affected Playoff/Championship matches they participated in will be defaulted.

D. Minimum Number of Rostered Players. A minimum of four players must be on a Team Roster. [unchanged]

E. Minimum Play Requirements - Travel League Playoff and/or Championship.

[unchanged] **F. Refunds.**

1. Travel Leagues. [unchanged]

2. Team Tournaments. [unchanged]

Rationale: Allows players to compete on more than one team during postseason play or playoffs and Sectionals when the teams are different divisions (i.e. 12U Green and 14U Yellow).

4. Team Match Regulations. Approved at a meeting held January 13, 2026, by a vote of 6 in favor, none opposed, and no abstentions.

RESOLVED: That, effective immediately, USTA NorCal Junior Team Tennis Regulation IX.C, G, J, M, is hereby amended as set forth below (stricken-through language is proposed to be deleted; underlined language is proposed to be added):

IX. TEAM MATCH REGULATIONS

A. Team Match Formats. [unchanged]

B. Order of Play [unchanged]

C. Start Times and Lateness. Matches will begin at the agreed upon start times during the pre-Match communication between Team Captains. If a player and/or team does not arrive within 15 minutes of the scheduled start time on-site and ready to play (and no substitute player is put into the line-up - see Regulation IX.D.3 below), the match will be recorded as a default as follows:

1. Travel League Defaults. If a team has 3 players for a match, all round #4 singles and #4 doubles matches will be recorded as a default. If a Team or Team Captain arrives 15 minutes after the scheduled start time with no prior communication to the opposing Team Captain and no Safe Play approved representative is present, the Team Match will be recorded as a total team default.

2. Team Tournament Defaults. The default procedures in a Team Match are determined by the Tournament Director. The same default rule applies if an entire team does not arrive within 15 minutes of the scheduled start time - each match of the Team Match is recorded as a default. **D.**

Team Match Line-Ups.

E. Match Formats. [unchanged]

F. Recording Scores; Scorecards. [unchanged]

G. Coaching. Only the designated Safe Play-verified Team Captain (or the designated Co-Captain) is the only person designated as the coach for the Team Match. No other person may coach during a Team Match. Coaching on court can only happen during the changeovers (i.e. 1-2, 2-3 of the game score) from the designated Team Captain and must cease at the end of the changeover; however, no coaching is permitted during the tiebreaker of any set. A Captain is not allowed to stay on court after the changeover. The designated Team Captain must be confirmed to the opposing Team Captain. **H.**

Warm-Up. [unchanged]

I. Cell Phones. [unchanged]

J. Line Calls and Double Bounces: Team Captains are expected to overrule their own players on double bounces or clearly incorrect line calls. If line calling issues persist, a player can request a Team Captain from each team to monitor the match. The Team Captains will position themselves at each net post. Players will continue to make their own calls and Team Captains will confirm or overrule the calls only when asked by a player. Players are subject to the opposing Team Captain's overrule only in this situation. **L. Medical**

Timeouts and Bleeding Timeouts. [unchanged]

M. Determining All Team Match Winners and Travel League Standings; Qualifications for Championship and Playoff Matches

1. Travel League Season. [unchanged]

2. Determining Winner of a Travel League Season Playoff and Championship Matches. The team that wins the most games wins the Team Match. When a tiebreak is played, the tiebreak counts as one game. If there is a tie on games won, the winner will be determined by the most individual matches won for that team match. Tennislink will display the winner based on this procedure. If there is a tie on individual matches won, the Captains of each tied team shall designate two players from their team to play a doubles ~~10-7~~-Point Match Tiebreak to determine the winner. The hosting team will report their final tiebreak score to USTA NorCal and copy the opposing team.

3. Treatment of Defaults. [unchanged]

4. ~~Special Tiebreak Procedures When Timed Matches Are Played.~~ Both Team Captains may start the timer simultaneously. Coaches are to refrain from warning players how much time is remaining in a timed match to avoid gamesmanship. If time is called while a match is in progress, players are expected to finish the point being played. Thereafter, the following procedures are used to determine who has won the match:

- Whoever is leading in the game when time is called is awarded the game.
- If the game is tied (example: 15-15 or 30-30) when time is called, one additional point will be played to determine the winner of the game or match. Deuce points will function as a regular no-ad point.
- If the set is tied (example: 1-1, 2-2), the player due to serve the next point shall serve and

whoever wins the point will be awarded one additional game. The person receiving the point can choose which side to receive the serve from as they would in a regular no-ad point.

Rationale: There was a need to address team captain lateness, clarify coaching rules, line calling protocols, and determine more timed match procedures.

5. Appendix Edits. Approved at a meeting held January 13, 2026, by a vote of 6 in favor, none opposed, and no abstentions.

RESOLVED: That, effective immediately, USTA NorCal Junior Team Tennis, Appendix A is hereby amended as set forth below (stricken-through language is proposed to be deleted; underlined language is proposed to be added):

12U Yellow Ball - ~~Advanced and Intermediate~~

- The ITF World Tennis Number (WTN) at the time of the registration will be used to determine player level for the 12U Yellow Ball Intermediate division. Highest Permitted Singles WTN: **32.00 (32.00 and above would be eligible to play 12U Intermediate)**
- ~~There are no WTN restrictions for 12U Advanced, anyone with Singles WTN's of 1-40 are eligible to play~~
- 2 courts required per match
- 4 Players minimum required per team/match
 - Any combination of boys and girls allowed (gender neutral format)
 - If a team has 3 players, the #4 singles and #4 doubles matches are defaulted
 - If a team has 2 players, it is an entire team default
- 4 total singles and 4 total doubles matches per team match (Four 30 minute timed rounds) ○ 1 singles match and 1 doubles match per round (#1 singles, weakest doubles in round 1) ○ 5 minute warm ups, 25 minutes of match play, total of 30 minutes per round
 - Play to completion of the set or until 25 minutes is called, whichever comes first
 - Both players may agree to skip the 5-minute warm-up. If so, team captains may immediately start the 30-minute match timer for that round.
- 6 game short set, no ad scoring. A 7-Point Set tiebreak is played at 5-5.
- Players should compete in singles matches (1-4) in the order of strength as determined by the coach
 - Players cannot play singles more than once per team match
 - Doubles will be played in reverse order of strength (weakest doubles in round 1), followed by stronger doubles towards the later rounds
- Players can play a maximum of 3 individual matches
- Total **games** won determines the overall team match score. A team match may end in a tie. **Rationale:**

Removes the 12U Advanced division as this division was offered twice with only 1-2 team signups.

Donoff Cup - Men's Intersectionals Player Selection Criteria & Procedures

Resolution:

RESOLVED: That, effective in 2026, the Donoff Cup Player Selection Criteria & Procedures is approved as follows:

Donoff Cup Player Selection Criteria Procedures

An application page will be established on the NorCal website so all NorCal players have the opportunity to apply. The application deadline shall be June 15.

Selection of Overall Team Captain: From among those eligible players who submitted a timely application, an Overall Team Captain is selected by the Adult Tournament Committee and approved by the President of USTA NorCal.

Selection of Age Group Team Captains: From among those eligible players who submitted a timely application, the Overall Team Captain shall appoint the Age Group Team Captains for each of the teams that will be formed to compete in the USTA Donoff Cup.

Selection of Players for Teams by Donoff Cup Player Selection Committee.

- **Donoff Cup Player Selection Committee:** The Donoff Cup Player Selection Committee will be the Chair and Staff Liaison of the Adult Tournament Committee, and the Age Group Team Captains.
- **Selection Procedure:** From among those eligible players who submitted a timely application, players will be selected for teams by the Donoff Cup Player Selection Committee. Once selections have been made, players will be notified by email regarding the status of their selection. The Committee will finalize team selection within one month after the application period ends.

Eligibility for Selection:

- **Play Requirement:** Players must play at least one (1) USTA-sanctioned Tournament held in the USTA NorCal Section (regardless of Level, Division, or whether the tournament was sanctioned by the USTA National or USTA NorCal) within the 12 months immediately preceding the application deadline in order to be eligible for selection. This does not apply to players awarded wild cards (see Wild Cards below).
- **Residency Requirement:** Applicants must be residents of USTA NorCal.
- **USTA Membership Requirement:** Applicants must be current USTA members.

Selection Criteria: Selection Criteria is based on the “all factors method” which includes the following:

- Head-to-head records
 - Indirect wins and losses
 - Rankings
 - Ratings (NTRP, WTN)
 - Any additional information available over a 12-month period (including sportsmanship)
- Notwithstanding this criteria, wild cards may be awarded, subject to the policy below.

Late Entries: Eligible late entries can be selected but will only be selected in the order received after all other eligible timely entries have been selected. Late entries that are not selected will be placed on an alternate list in the order received and will be placed below alternates that registered on time and met the selection criteria.

Wild Cards. The Donoff Cup Player Selection Committee may award one wild card per age division to accommodate a player who has not met the player selection criteria, including a timely application. To receive a wildcard, a player must be a Northern California resident and a member of the USTA. Wildcards will be awarded at the discretion of the Selection Committee.

Not enough eligible players to field a team: If there are not enough eligible players to field a team from the players that applied by the deadline, players that have not met the Play Requirement will have until September 16 to meet this requirement.

Player Code of Conduct:

1. Good sportsmanship is expected.
2. Players must make themselves available for all matches (except due to injury).

Other Policies:

- All players shall be guaranteed to play at least 1 match.

Rationale: The Criteria mirrors the Women’s Intersectionals criteria and procedures, because the event is an equivalent tournament for men. Having specific player selection criteria and application process will give the event more visibility and transparency. It will also clarify for players what they may expect as well as what is expected of them when representing NorCal.

NorCal Committee Charters

Adaptive Tennis Committee

Authority

1. The Adaptive Tennis Committee is a Committee of the Corporation established pursuant to Article VIII.3. of the Bylaws (the "Committee") of United States Tennis Association Northern California ("USTA NorCal").
2. As a Committee of the Corporation, the Committee may not act on behalf of or with the authority of the Board of Directors (the "Board"), but may provide advice to the Board and take action on matters specifically delegated to the Committee by the Board. When the Committee has taken an action that is within the clearly defined scope of authority that the USTA NorCal Board has specifically delegated to the Committee as set forth in this Charter or in a Board resolution, all such actions shall be reported up to the full Board at its next meeting. In all other matters, the Committee's role is to review matters within its scope, provide recommendations to the Board, carry out Board decisions, and serve as a resource for management.

Membership

1. Directors and non-Directors may be members of the Committee, subject to the requirement that the Committee shall consist of at least two (2) individuals at all times. Pursuant to the Bylaws, the President will appoint members of the Committee and a Chair of the Committee from among its members. Members and the Chair shall serve for the duration of the then serving President's term, unless they are earlier removed or resign or unless the President believes a change in membership of the Committee in the best interest of USTA NorCal. Vacancies in the Committee shall be filled in the manner in which the original appointments were made.
2. The number of Committee members may be designated from time to time by the President, or may, in the President's discretion, be determined by the Committee Chair.
3. The President is an *ex officio* member of the Committee.

Operations

1. The Committee will meet with such frequency as it may determine and as is necessary to carry out its responsibilities as described in this Charter. The Chair of the Committee will preside over all meetings of the Committee.
2. The majority of the Committee members then serving will constitute a quorum. Committee approvals require a vote of a majority of the Committee members present at a meeting at which a quorum is present.
3. The Committee will follow all governance procedures set forth in the United States Tennis Association Northern California Policies on Decision Making Governance as amended through December 11, 2024, which may be amended by the USTA NorCal Board from time to time. Included in the Policies are procedures for minutes, presenting recommendations for Board approval, and reporting actions taken by the Committee that are within the clearly defined scope of authority that the Board has specifically delegated to the Committee.
4. Unless the Committee otherwise directs, the Executive Director may attend all Committee meetings.
5. The Committee may invite any non-Committee member to attend meetings or meet with Committee members as appropriate, but such individuals shall not be members of the Committee or have a vote on any matters before the Committee.
6. The Executive Director will appoint a staff member or members to serve as the Committee's staff liaison(s). This person or persons will be permitted to attend meetings of the Committee, but will not be a member of the Committee or have a right to vote on matters before the Committee. The Committee shall have the right to meet at any time with only Committee members present as it deems appropriate.
7. The Committee will review this charter periodically and recommend any proposed changes to the USTA NorCal Board for review and consideration. The Board may amend or revoke this charter at any time.

Committee Charge: The purpose of the Adaptive Committee is to give tennis players with intellectual and physical disabilities the opportunity to participate in the game of tennis.

Responsibilities

1. Promote and develop recreational tennis opportunities for the adaptive population through inclusion and support through programming, equipment, instruction and events.
2. Advise, assist, work and collaborate with the USTA NorCal Staff, the USTA Network and overall tennis industry in providing and supporting adaptive tennis.
3. Assist with existing special events serving the adaptive population including (for example, Special Olympics, events for persons with autism, events for the blind).

Delegation of Authority

The only authority specifically delegated to the Committee by the Board is set forth below:

- The Committee is authorized to select USTA NorCal's nominee for the Adaptive Tennis Award, for which the USTA has established the criteria for nomination.

Notwithstanding this delegation of authority, any time a decision involves a conflict of interest, the action must be submitted as a recommendation to the USTA NorCal Board of Directors for approval.

Adult Leagues Committee

Authority

1. The Adult Leagues Committee is a Committee of the Corporation established pursuant to Article VIII.3. of the Bylaws (the "Committee") of United States Tennis Association Northern California ("USTA NorCal").
2. As a Committee of the Corporation, the Committee may not act on behalf of or with the authority of the Board of Directors (the "Board"), but may provide advice to the Board and take action on matters specifically delegated to the Committee by the Board. When the Committee has taken an action that is within the clearly defined scope of authority that the USTA NorCal Board has specifically delegated to the Committee as set forth in this Charter or in a Board resolution, all such actions shall be reported up to the full Board at its next meeting. In all other matters, the Committee's role is to review matters within its scope, provide recommendations to the Board, carry out Board decisions, and serve as a resource for management.

Membership

1. Directors and non-Directors may be members of the Committee, subject to the requirement that the Committee shall consist of at least two (2) individuals at all times. Pursuant to the Bylaws, the President will appoint members of the Committee and a Chair of the Committee from among its members. Members and the Chair shall serve for the duration of the then serving President's term, unless they are earlier removed or resign or unless the President believes a change in membership of the Committee in the best interest of USTA NorCal. Vacancies in the Committee shall be filled in the manner in which the original appointments were made.
2. The number of Committee members may be designated from time to time by the President, or may, in the President's discretion, be determined by the Committee Chair.
3. The President is an *ex officio* member of the Committee.

Operations

1. The Committee will meet with such frequency as it may determine. The Chair of the Committee will preside over all meetings of the Committee.
2. The majority of the Committee members then serving will constitute a quorum. Committee approvals require a vote of a majority of the Committee members present at a meeting at which a quorum is present.
3. The Committee will follow all governance procedures set forth in the United States Tennis Association Northern California Policies on Decision Making Governance as amended through December 11, 2024, which may be amended by the USTA NorCal Board from time to time. Included in the Policies are procedures for minutes, presenting recommendations for Board approval, and reporting actions taken by the Committee that are within the clearly defined scope of authority that the Board has specifically delegated to the Committee.
4. *Only when considering Administrative Grievances filed pursuant to the USTA League Regulations*, the Committee has been authorized to make decisions by Non-Unanimous Electronic Voting as described in the United Tennis Association Northern California Policies on Decision Making Governance which requires the following:
 - a. A quorum of the members, as set forth in the USTA NorCal Bylaws must participate in the vote;

- b. A deadline for voting must be announced and any vote received after this deadline does not count; and
 - c. All votes and any information shared by committee members during the vote are considered organizational records and will be maintained by USTA NorCal staff.
5. Unless the Committee otherwise directs, the Executive Director may attend all Committee meetings.
 6. The Committee may invite any non-Committee member to attend meetings or meet with Committee members as appropriate, but such individuals shall not be members of the Committee or have a vote on any matters before the Committee.
 7. The Executive Director will appoint a staff member or members to serve as the Committee's staff liaison(s). This person or persons will be permitted to attend meetings of the Committee, but will not be a member of the Committee or have a right to vote on matters before the Committee. The Committee shall have the right to meet at any time with only Committee members present as it deems appropriate.
 8. The Committee will review this charter periodically and recommend any proposed changes to the USTA NorCal Board for review and consideration. The Board may amend or revoke this charter at any time.

Committee Charge: The purpose of the Adult Leagues Committee is to promote and provide recreational and competitive league team opportunities for players aged 18 and over.

Responsibilities

1. To advise, assist, work and collaborate with the USTA NorCal staff, the USTA Network and overall tennis industry.
2. Monitor participation in USTA NorCal adult league programs to identify areas for growth and concerns related to retention.
3. Develop ideas for new Adult League product(s) offerings and analyze and make recommendations for retiring product lines where demand no longer supports the resources to host events. Explore WTN play opportunities for Adult League players.
4. Secure host sites and make recommendations on hosting League Championships, and the annual awards event.
5. Support entry-level growth, retention and customer service for adult league players at all levels.
6. Ensure clear and consistent rules and regulations and are compliant with the National League Regulations.
7. Support education and training for captains and players.
8. Develop periodic player surveys, and compile, review, evaluate and report on the results of such surveys.
9. Collaborate with the Adult Tournament Committee to grow participation in NTRP National Championship Qualifiers and the NTRP National Championships and develop similar play opportunities.
10. Develop sportsmanship initiatives and recognition opportunities.

Delegation of Authority

The only authority specifically delegated to the Committee by the Board is set forth below:

- The Committee is authorized to select the winners of the Adult League Awards, based on the criteria previously approved by the USTA NorCal Board.
- The Committee is authorized to select USTA NorCal's nominee for the League Volunteer Award, for which the USTA has established the criteria for nomination.
- The Committee is authorized to select USTA NorCal's nominee for the USTA League National Captain of the Year, for which the USTA has established the criteria for nomination.
- The Adult Leagues Committee is authorized to investigate and decide matters relating to Administrative Grievances, which shall be handled in a manner consistent with the requirements of the USTA League Regulations and the procedures for handling these grievances adopted by the USTA NorCal Board.
- The Adult Leagues Committee is authorized to provide feedback to USTA NorCal staff when the USTA requests input that will affect decisions that impact the overall USTA Adult League Program; *provided that* feedback that seeks approval of a potential or formal amendment to the USTA Adult League Regulations must first be submitted to the Board for approval, and any other feedback must copy the President and Executive Director when submitted. This delegation of authority does not include the authority to submit a proposal to amend the USTA Adult League Regulations which must first be submitted to the Board for approval.

Notwithstanding this delegation of authority, any time a decision involves a conflict of interest, the action must be submitted as a recommendation to the USTA NorCal Board of Directors for approval.

Adult League Grievance Appeals Committee

Authority

1. The Adult League Grievance Appeals Committee is a Committee of the Corporation established pursuant Article VIII.3. of the Bylaws (the "Committee") of United States Tennis Association Northern California ("USTA NorCal").
2. As a Committee of the Corporation, the Committee may not act on behalf of or with the authority of the Board of Directors (the "Board"), but may provide advice to the Board and take action on matters specifically delegated to the Committee by the Board. When the Committee has taken an action that is within the clearly defined scope of authority that the USTA NorCal Board has specifically delegated to the Committee as set forth in this Charter or in a Board resolution, all such actions shall be reported up to the full Board at its next meeting. In all other matters, the Committee's role is to review matters within its scope, provide recommendations to the Board, carry out Board decisions, and serve as a resource for management.

Membership

1. Directors and non-Directors may be members of the Committee, subject to the requirement that the Committee shall consist of at least two (2) individuals at all times. Pursuant to the Bylaws, the President will appoint members of the Committee and a Chair of the Committee from among its members. Members and the Chair shall serve for the duration of the then serving President's term, unless they are earlier removed or resign or unless the President believes a change in membership of the Committee in the best interest of USTA NorCal. Vacancies in the Committee shall be filled in the manner in which the original appointments were made.
2. The number of Committee members may be designated from time to time by the President, or may, in the President's discretion, be determined by the Committee Chair.
3. No member of the Committee may be a member of the Adult League Grievance Committee.
4. The President is an *ex officio* member of the Committee.

Operations

1. The Committee will meet with such frequency as it may determine. The Chair of the Committee will preside over all meetings of the Committee.
2. The majority of the Committee members then serving will constitute a quorum. Committee approvals require a vote of a majority of the Committee members present at a meeting at which a quorum is present.
3. The Committee will follow all governance procedures set forth in the United States Tennis Association Northern California Policies on Decision Making Governance as amended through December 11, 2024, which may be amended by the USTA NorCal Board from time to time. Included in the Policies are procedures for minutes, presenting recommendations for Board approval, and reporting actions taken by the Committee that are within the clearly defined scope of authority that the Board has specifically delegated to the Committee.
4. The Committee has been authorized to make decisions by Non-Unanimous Electronic Voting as described in the United Tennis Association Northern California Policies on Decision Making Governance which requires the following:
 - a. A quorum of the members, as set forth in the USTA NorCal Bylaws must participate in the vote;
 - b. A deadline for voting must be announced and any vote received after this deadline does not count; and
 - c. All votes and any information shared by committee members during the vote are considered organizational records and will be maintained by USTA NorCal staff.
5. Unless the Committee otherwise directs, the Executive Director may attend all Committee meetings.
6. The Committee may invite any non-Committee member to attend meetings or meet with Committee members as appropriate, but such individuals shall not be members of the Committee or have a vote on any matters before the Committee.
7. The Executive Director will appoint a staff member or members to serve as the Committee's staff liaison(s). This person or persons will be permitted to attend meetings of the Committee, but will not be a member of the Committee or have a right to vote on matters before the Committee. The Committee shall have the right to meet at any time with only Committee members present as it deems appropriate.
8. The Committee will review this charter periodically and recommend any proposed changes to the USTA NorCal Board for review and consideration. The Board may amend or revoke this charter at any time.

Committee Charge: The purpose of the Adult League Grievance Appeal Committee is to review and decide upon all appeals of grievance decisions made by the USTA Adult League Grievance Committee, within the parameters

of the USTA League Regulations.

Responsibilities

Review all Adult League grievance appeals submitted to USTA NorCal.

Delegation of Authority

The only authority specifically delegated to the Committee by the Board is set forth below:

- The Adult League Grievance Appeals Committee is authorized to investigate and decide matters relating to appeals of grievances decided by the Adult League Grievance Committee, which shall be handled in a manner consistent with the requirements of the USTA League Regulations.

Notwithstanding this delegation of authority, any time a decision involves a conflict of interest, the action must be submitted as a recommendation to the USTA NorCal Board of Directors for approval.

Adult League Grievance Committee

Authority

1. The Adult League Grievance Committee is a Committee of the Corporation established pursuant to Article VIII.3. of the Bylaws (the "Committee") of United States Tennis Association Northern California ("USTA NorCal").
2. As a Committee of the Corporation, the Committee may not act on behalf of or with the authority of the Board of Directors (the "Board"), but may provide advice to the Board and take action on matters specifically delegated to the Committee by the Board. When the Committee has taken an action that is within the clearly defined scope of authority that the USTA NorCal Board has specifically delegated to the Committee as set forth in this Charter or in a Board resolution, all such actions shall be reported up to the full Board at its next meeting. In all other matters, the Committee's role is to review matters within its scope, provide recommendations to the Board, carry out Board decisions, and serve as a resource for management.

Membership

1. Directors and non-Directors may be members of the Committee, subject to the requirement that the Committee shall consist of at least two (2) individuals at all times. Pursuant to the Bylaws, the President will appoint members of the Committee and a Chair of the Committee from among its members. Members and the Chair shall serve for the duration of the then serving President's term, unless they are earlier removed or resign or unless the President believes a change in membership of the Committee in the best interest of USTA NorCal. Vacancies in the Committee shall be filled in the manner in which the original appointments were made.
2. The number of Committee members may be designated from time to time by the President, or may, in the President's discretion, be determined by the Committee Chair.
3. The President is an *ex officio* member of the Committee.

Operations

1. The Committee will meet with such frequency as it may determine. The Chair of the Committee will preside over all meetings of the Committee.
2. The majority of the Committee members then serving will constitute a quorum. Committee approvals require a vote of a majority of the Committee members present at a meeting at which a quorum is present.
3. The Committee will follow all governance procedures set forth in the United States Tennis Association Northern California Policies on Decision Making Governance as amended through December 11, 2024, which may be amended by the USTA NorCal Board from time to time. Included in the Policies are procedures for minutes, presenting recommendations for Board approval, and reporting actions taken by the Committee that are within the clearly defined scope of authority that the Board has specifically delegated to the Committee.
4. The Committee has been authorized to make decisions by Non-Unanimous Electronic Voting as described in the United Tennis Association Northern California Policies on Decision Making Governance which requires the following:
 - a. A quorum of the members, as set forth in the USTA NorCal Bylaws must participate in the vote;
 - b. A deadline for voting must be announced and any vote received after this deadline does not count; and
 - c. All votes and any information shared by committee members during the vote are considered organizational records and will be maintained by USTA NorCal staff.
5. Unless the Committee otherwise directs, the Executive Director may attend all Committee meetings.

6. The Committee may invite any non-Committee member to attend meetings or meet with Committee members as appropriate, but such individuals shall not be members of the Committee or have a vote on any matters before the Committee.
7. The Executive Director will appoint a staff member or members to serve as the Committee's staff liaison(s). This person or persons will be permitted to attend meetings of the Committee, but will not be a member of the Committee or have a right to vote on matters before the Committee. The Committee shall have the right to meet at any time with only Committee members present as it deems appropriate.
8. The Committee will review this charter periodically and recommend any proposed changes to the USTA NorCal Board for review and consideration. The Board may amend or revoke this charter at any time.

Committee Charge: The purpose of the Adult League Grievance Committee is to review and decide upon all USTA Adult League Grievances within the parameters of the USTA League Regulations.

Responsibilities

Review all Adult League grievances submitted to USTA NorCal.

Delegation of Authority

The only authority specifically delegated to the Committee by the Board is set forth below:

- The Adult League Grievance Committee is authorized to investigate and decide matters relating to grievances arising out of USTA NorCal Adult League, which shall be handled in a manner consistent with the requirements of the USTA League Regulations.

Notwithstanding this delegation of authority, any time a decision involves a conflict of interest, the action must be submitted as a recommendation to the USTA NorCal Board of Directors for approval.

Adult League Medical Appeals Committee

Authority

1. The Adult League Medical Appeals Committee is a Committee of the Corporation established pursuant to Article VIII.3. of the Bylaws (the "Committee") of United States Tennis Association Northern California ("USTA NorCal").
2. As a Committee of the Corporation, the Committee may not act on behalf of or with the authority of the Board of Directors (the "Board"), but may provide advice to the Board and take action on matters specifically delegated to the Committee by the Board. When the Committee has taken an action that is within the clearly defined scope of authority that the USTA NorCal Board has specifically delegated to the Committee as set forth in this Charter or in a Board resolution, all such actions shall be reported up to the full Board at its next meeting. In all other matters, the Committee's role is to review matters within its scope, provide recommendations to the Board, carry out Board decisions, and serve as a resource for management.

Membership

1. Directors and non-Directors may be members of the Committee, subject to the requirement that the Committee shall consist of at least two (2) individuals at all times. Pursuant to the Bylaws, the President will appoint members of the Committee and a Chair of the Committee from among its members. Members and the Chair shall serve for the duration of the then serving President's term, unless they are earlier removed or resign or unless the President believes a change in membership of the Committee in the best interest of USTA NorCal. Vacancies in the Committee shall be filled in the manner in which the original appointments were made.
2. The number of Committee members may be designated from time to time by the President, or may, in the President's discretion, be determined by the Committee Chair.
3. The President is an *ex officio* member of the Committee.

Operations

1. The Committee will meet with such frequency as it may determine. The Chair of the Committee will preside over all meetings of the Committee.
2. The majority of the Committee members then serving will constitute a quorum. Committee approvals require a vote of a majority of the Committee members present at a meeting at which a quorum is present.
3. The Committee will follow all governance procedures set forth in the United States Tennis Association Northern California Policies on Decision Making Governance as amended through December 11, 2024, which may be amended by the USTA NorCal Board from time to time. Included in the Policies are procedures for

minutes, presenting recommendations for Board approval, and reporting actions taken by the Committee that are within the clearly defined scope of authority that the Board has specifically delegated to the Committee.

4. The Committee has been authorized to make decisions by Non-Unanimous Electronic Voting as described in the United Tennis Association Northern California Policies on Decision Making Governance which requires the following:
 - a. A quorum of the members, as set forth in the USTA NorCal Bylaws must participate in the vote;
 - b. A deadline for voting must be announced and any vote received after this deadline does not count; and
 - c. All votes and any information shared by committee members during the vote are considered organizational records and will be maintained by USTA NorCal staff.
5. Unless the Committee otherwise directs, the Executive Director may attend all Committee meetings.
6. The Committee may invite any non-Committee member to attend meetings or meet with Committee members as appropriate, but such individuals shall not be members of the Committee or have a vote on any matters before the Committee.
7. The Executive Director will appoint a staff member or members to serve as the Committee's staff liaison(s). This person or persons will be permitted to attend meetings of the Committee, but will not be a member of the Committee or have a right to vote on matters before the Committee. The Committee shall have the right to meet at any time with only Committee members present as it deems appropriate.
8. The Committee will review this charter periodically and recommend any proposed changes to the USTA NorCal Board for review and consideration. The Board may amend or revoke this charter at any time.

Committee Charge: The purpose of the Adult League Medical Appeals Committee is to review and decide upon all medical appeals within the parameters of the USTA League Regulations.

Responsibilities

Review all Adult League medical appeals submitted to USTA NorCal.

Delegation of Authority

The only authority specifically delegated to the Committee by the Board is set forth below:

The Adult League Medical Appeals Committee is authorized to investigate and decide matters relating to medical appeals arising out of USTA NorCal Adult League, which shall be handled in a manner consistent with the requirements of the USTA League Regulations.

Adult Tournament Committee

Authority

1. The Adult Tournament Committee is a Committee of the Corporation established pursuant to Article VIII.3. of the Bylaws (the "Committee") of United States Tennis Association Northern California ("USTA NorCal").
2. As a Committee of the Corporation, the Committee may not act on behalf of or with the authority of the Board of Directors (the "Board"), but may provide advice to the Board and take action on matters specifically delegated to the Committee by the Board. When the Committee has taken an action that is within the clearly defined scope of authority that the USTA NorCal Board has specifically delegated to the Committee as set forth in this Charter or in a Board resolution, all such actions shall be reported up to the full Board at its next meeting. In all other matters, the Committee's role is to review matters within its scope, provide recommendations to the Board, carry out Board decisions, and serve as a resource for management.

Membership

1. Directors and non-Directors may be members of the Committee, subject to the requirement that the Committee shall consist of at least two (2) individuals at all times. Pursuant to the Bylaws, the President will appoint members of the Committee and a Chair of the Committee from among its members. Members and the Chair shall serve for the duration of the then serving President's term, unless they are earlier removed or resign or unless the President believes a change in membership of the Committee in the best interest of USTA NorCal. Vacancies in the Committee shall be filled in the manner in which the original appointments were made.
2. The number of Committee members may be designated from time to time by the President, or may, in the President's discretion, be determined by the Committee Chair.
3. The President is an *ex officio* member of the Committee.

Operations

1. The Committee will meet with such frequency as it may determine and as is necessary to carry out its responsibilities as described in this Charter. The Chair of the Committee will preside over all meetings of the Committee.
2. The majority of the Committee members then serving will constitute a quorum. Committee approvals require a vote of a majority of the Committee members present at a meeting at which a quorum is present.
3. The Committee will follow all governance procedures set forth in the United States Tennis Association Northern California Policies on Decision Making Governance as amended through December 11, 2024, which may be amended by the USTA NorCal Board from time to time. Included in the Policies are procedures for minutes, presenting recommendations for Board approval, and reporting actions taken by the Committee that are within the clearly defined scope of authority that the Board has specifically delegated to the Committee.
4. Unless the Committee otherwise directs, the Executive Director may attend all Committee meetings.
5. The Committee may invite any non-Committee member to attend meetings or meet with Committee members as appropriate, but such individuals shall not be members of the Committee or have a vote on any matters before the Committee.
6. The Executive Director will appoint a staff member or members to serve as the Committee's staff liaison(s). This person or persons will be permitted to attend meetings of the Committee, but will not be a member of the Committee or have a right to vote on matters before the Committee. The Committee shall have the right to meet at any time with only Committee members present as it deems appropriate.
7. The Committee will review this charter periodically and recommend any proposed changes to the USTA NorCal Board for review and consideration. The Board may amend or revoke this charter at any time.

Committee Charge: The purpose of Committee is to develop, promote, and monitor the Adult Tournament system within the Northern California Section to ensure that it:

- Retains and grows participation; and
- Provides players of all abilities and backgrounds the opportunity to compete in recreational and competitive tournaments.

Responsibilities

1. To advise, assist, work and collaborate with the USTA NorCal Staff and overall tennis industry on adult tournaments.
2. Monitor participation in USTA NorCal Adult Tournaments to identify areas for potential growth and concerns related to retention.
3. Research adult tournament activities and make recommendations on all policies relating to Adult Tournaments.
4. Recommend sites for USTA and USTA NorCal Adult Tournaments.
5. Propose new Adult Tournament programming and retirement of declining programming for the benefit of USTA NorCal players.
6. Review tournament play data at all levels to determine the success of alternative formats which will drive decisions and amendments to existing programs.
7. Further develop an outreach plan to engage new tournament hosts (i.e. Parks & Recreation facilities)
8. Identify opportunities to launch team tennis and age/NTRP tournaments and combination formats.
9. Educate players on the World Tennis Number (WTN) and pilot level-based events using the WTN.
10. Collaborate with Marketing to develop a comprehensive plan to educate all constituents, including new and existing players, on products.
11. Collaborate with other committees to explore growth opportunities.

Delegation of Authority

The only authority specifically delegated to the Committee by the Board is set forth below:

- The Adult Tournament Committee is authorized to provide feedback to USTA NorCal staff when the USTA requests input that will affect decisions that impact the overall USTA adult and family competitive structure; *provided that* feedback that seeks approval of a potential or formal amendment to the USTA Adult and Family Tournament, Ranking, and Sanctioning Regulations must first be submitted to the Board for approval, and any other feedback must copy the President and Executive Director when submitted. This delegation of authority does not include the authority to submit a proposal to amend the USTA Adult and Family Tournament, Ranking,

and Sanctioning Regulations which must first be submitted to the Board for approval.

- The Committee is authorized to select the winners of the Adult Tournament Awards, based on the criteria previously approved by the USTA NorCal Board.
- The Committee is authorized to select USTA NorCal's nominee for the USTA Senior Service Award (or the equivalent), for which the USTA has established the criteria for nomination.
- The Committee is authorized to select organizations to receive grants, based on the criteria previously approved by the USTA NorCal Board.
- The Committee is authorized to designate Adult ranking tournaments as Tournaments of the Year or Gold Cup Series Tournaments, based on criteria previously approved by the USTA NorCal Board, which in some cases may make those tournaments eligible for grants.
- The Committee is authorized to assign the Level of a previously-approved sanction for an Adult ranking tournament.

Notwithstanding this delegation of authority, any time a decision involves a conflict of interest, the action must be submitted as a recommendation to the USTA NorCal Board of Directors for approval.

Audit Committee

Authority

1. The Audit Committee is a Committee of the Corporation established pursuant to Article VIII.5. of the Bylaws (the "Committee") of United States Tennis Association Northern California ("USTA NorCal"). USTA NorCal is required to have an Audit Committee for any tax year in which it is required under California Government Code Section 12586(e)(2) (generally when it has gross revenues of \$2,000,000.00 or more).
2. As a Committee of the Corporation, the Committee may not act on behalf of or with the authority of the Board of Directors (the "Board"), but may provide advice to the Board and take action on matters specifically delegated to the Committee by the Board. When the Committee has taken an action that is within the clearly defined scope of authority that the USTA NorCal Board has specifically delegated to the Committee as set forth in this Charter or in a Board resolution, all such actions shall be reported up to the full Board at its next meeting. In all other matters, the Committee's role is to review matters within its scope, provide recommendations to the Board, carry out Board decisions, and serve as a resource for management.

Membership

1. California Government Code Section 12586(e)(2) requires that the Audit Committee be appointed by the Board.
2. The Audit Committee may include persons who are not members of the Board, but the membership shall not include any members of the staff, the President or Chief Executive Officer and the Treasurer or Chief Financial Officer. Members of the Budget & Finance Committee may serve on the Audit Committee; however, the chairperson of the Audit Committee may not be a member of the Budget & Finance Committee and members of the Budget & Finance Committee shall constitute less than one-half of the membership of the Audit Committee. Members of the Audit Committee shall not receive any compensation from USTA NorCal in excess of the compensation, if any, received by members of the Board for service on the Board, and shall not have a material financial interest in any entity doing business with the corporation.

Operations

1. The Committee will meet with such frequency as it may determine and as is necessary to carry out its responsibilities as described in this Charter. The Chair of the Committee will preside over all meetings of the Committee.
2. The majority of the Committee members then serving will constitute a quorum. Committee approvals require a vote of a majority of the Committee members present at a meeting at which a quorum is present.
3. The Committee will follow all governance procedures set forth in the United States Tennis Association Northern California Policies on Decision Making Governance as amended through December 11, 2024, which may be amended by the USTA NorCal Board from time to time. Included in the Policies are procedures for minutes, presenting recommendations for Board approval, and reporting actions taken by the Committee that are within the clearly defined scope of authority that the Board has specifically delegated to the Committee.
4. Unless the Committee otherwise directs, the Executive Director may attend all Committee meetings.
5. The Committee may invite any non-Committee member to attend meetings or meet with Committee members as appropriate, but such individuals shall not be members of the Committee or have a vote on

any matters before the Committee.

6. The Executive Director will appoint a staff member or members to serve as the Committee's staff liaison(s). This person or persons will be permitted to attend meetings of the Committee, but will not be a member of the Committee or have a right to vote on matters before the Committee. The Committee shall have the right to meet at any time with only Committee members present as it deems appropriate.
7. The Committee will review this charter periodically and recommend any proposed changes to the USTA NorCal Board for review and consideration. The Board may amend or revoke this charter at any time.

Committee Charge: Subject to supervision of the Board of Directors, the Audit Committee's purpose is to recommend to the Board the retention and, when appropriate, termination of the independent certified public accountant to serve as auditor, and may negotiate the independent auditor's compensation, subject to approval by the Board.

Responsibilities

- Annually recommend the engagement of an auditor to the USTA NorCal Board.
- Review the scope and approach of the audit proposed by the independent auditor.
- Meet with the independent auditor upon audit completion to receive and review the draft audit report. Conduct a post-audit review of the financial statements and audit findings, including any significant suggestions for improvements provided by the independent auditor. Request any needed clarifications and revisions regarding audit report findings, to ensure that the Corporation's affairs are in order.
- Confer with the auditor to discuss the audit plan, relevant financial reporting requirements, the annual financial statements, and the completed audit, to the satisfaction this Committee's members that the financial affairs of the Corporation are in order.
- Review audit-related materials in advance of discussion or presentation at scheduled Board and Committee meetings.
- Present the completed audit report, including any significant and material financial and internal control findings, to the Board and management. Provide oversight for the implementation of recommendations provided by the auditors.
- Make a recommendation to the Board for acceptance or rejection of the final audit report.
- Ensure disclosure of the final audit report to the public and/or California Attorney General as required by law.
- Review the Corporation's annual IRS Form 990, and ensure that a copy is provided to all Directors for review, prior to submission.
- Review the Corporation's procedures for reporting concerns or issues regarding the Corporation's accounting, compliance, or auditing matters.
- When appropriate, assist with instituting special investigations, recommending corrective actions, and, if appropriate, hiring special counsel or experts.
- Ensure that any non-audit services performed by the auditing firm conform with standards for auditor independence referred to in California Government Code Section 12586(e)(1).
- Approve performance of any non-audit services provided by the auditing firm.
- Review the USTA NorCal budget procedures used during the budget development process.
- Perform other oversight functions as requested by the Board.

Delegation of Authority

This Committee has not been delegated any specific authority by the USTA NorCal Board of Directors, other than as set forth above.

Awards Committee

Authority

1. The Awards Committee is a Committee of the Corporation established pursuant to Article VIII.3. of the Bylaws (the "Committee") of United States Tennis Association Northern California ("USTA NorCal").
2. As a Committee of the Corporation, the Committee may not act on behalf of or with the authority of the Board of Directors (the "Board"), but may provide advice to the Board and take action on matters specifically delegated to the Committee by the Board. When the Committee has taken an action that is within the clearly

defined scope of authority that the USTA NorCal Board has specifically delegated to the Committee as set forth in this Charter or in a Board resolution, all such actions shall be reported up to the full Board at its next meeting. In all other matters, the Committee's role is to review matters within its scope, provide recommendations to the Board, carry out Board decisions, and serve as a resource for management.

Membership

1. Directors and non-Directors may be members of the Committee, subject to the requirement that the Committee shall consist of at least two (2) individuals at all times. Pursuant to the Bylaws, the President will appoint members of the Committee and a Chair of the Committee from among its members. Members and the Chair shall serve for the duration of the then serving President's term, unless they are earlier removed or resign or unless the President believes a change in membership of the Committee in the best interest of USTA NorCal. Vacancies in the Committee shall be filled in the manner in which the original appointments were made.
2. The number of Committee members may be designated from time to time by the President, or may, in the President's discretion, be determined by the Committee Chair.
3. The President is an *ex officio* member of the Committee.

Operations

1. The Committee will meet with such frequency as it may determine and as is necessary to carry out its responsibilities as described in this Charter. The Chair of the Committee will preside over all meetings of the Committee.
2. The majority of the Committee members then serving will constitute a quorum. Committee approvals require a vote of a majority of the Committee members present at a meeting at which a quorum is present.
3. The Committee will follow all governance procedures set forth in the United States Tennis Association Northern California Policies on Decision Making Governance as amended through December 11, 2024, which may be amended by the USTA NorCal Board from time to time. Included in the Policies are procedures for minutes, presenting recommendations for Board approval, and reporting actions taken by the Committee that are within the clearly defined scope of authority that the Board has specifically delegated to the Committee.
4. Unless the Committee otherwise directs, the Executive Director may attend all Committee meetings.
5. The Committee may invite any non-Committee member to attend meetings or meet with Committee members as appropriate, but such individuals shall not be members of the Committee or have a vote on any matters before the Committee.
6. The Executive Director will appoint a staff member or members to serve as the Committee's staff liaison(s). This person or persons will be permitted to attend meetings of the Committee, but will not be a member of the Committee or have a right to vote on matters before the Committee. The Committee shall have the right to meet at any time with only Committee members present as it deems appropriate.
7. The Committee will review this charter periodically and recommend any proposed changes to the USTA NorCal Board for review and consideration. The Board may amend or revoke this charter at any time.

Committee Charge: The purpose of the Committee is to identify individuals and organizations that have made significant contributions to the game of tennis and the USTA NorCal Section.

Responsibilities

1. To advise, assist, work and collaborate with the USTA NorCal staff to honor individuals and organizations that contribute to and serve the game of tennis in a significant fashion within USTA NorCal Section.
2. Develop and administer an awards selection procedure and ceremonies that will honor individuals and organizations that significantly contribute to and serve the game of tennis in the NorCal Section.
3. Identify and promote award winners in the various geographical communities of the NorCal Section.
4. Assist with the high-level planning of the various awards ceremonies which are held each year.
5. Attend the awards recognition ceremonies to support and congratulate award winners.

Delegation of Authority

The only authority specifically delegated to the Committee by the Board is set forth below:

- The Committee is authorized to select the winners of USTA NorCal Awards, based on criteria previously approved by the USTA NorCal Board and whenever this authority has not been delegated to another Committee.

- The Committee is authorized to select USTA NorCal’s nominee for the USTA Barbara Williams Service Award and the USTA Family of the Year Award, for which the USTA has established the criteria for nomination.. Notwithstanding this delegation of authority, any time a decision involves a conflict of interest, the action must be submitted as a recommendation to the USTA NorCal Board of Directors for approval.
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Budget Committee

Authority

1. The Budget Committee is a Committee of the Corporation established pursuant to Article VIII.3. of the Bylaws (the “Committee”) of United States Tennis Association Northern California (“USTA NorCal”).
2. As a Committee of the Corporation, the Committee may not act on behalf of or with the authority of the Board of Directors (the “Board”), but may provide advice to the Board and take action on matters specifically delegated to the Committee by the Board. When the Committee has taken an action that is within the clearly defined scope of authority that the USTA NorCal Board has specifically delegated to the Committee as set forth in this Charter or in a Board resolution, all such actions shall be reported up to the full Board at its next meeting. In all other matters, the Committee’s role is to review matters within its scope, provide recommendations to the Board, carry out Board decisions, and serve as a resource for management.

Membership

1. Directors and non-Directors may be members of the Committee, subject to the requirement that the Committee shall consist of at least two (2) individuals at all times. Pursuant to the Bylaws, the President will appoint members of the Committee and a Chair of the Committee from among its members. Members and the Chair shall serve for the duration of the then serving President’s term, unless they are earlier removed or resign or unless the President believes a change in membership of the Committee in the best interest of USTA NorCal. Vacancies in the Committee shall be filled in the manner in which the original appointments were made.
2. The number of Committee members may be designated from time to time by the President, or may, in the President’s discretion, be determined by the Committee Chair.
3. The President is an *ex officio* member of the Committee.

Operations

1. The Committee will meet with such frequency as it may determine and as is necessary to carry out its responsibilities as described in this Charter. The Chair of the Committee will preside over all meetings of the Committee.
2. The majority of the Committee members then serving will constitute a quorum. Committee approvals require a vote of a majority of the Committee members present at a meeting at which a quorum is present.
3. The Committee will follow all governance procedures set forth in the United States Tennis Association Northern California Policies on Decision Making Governance as amended through December 11, 2024, which may be amended by the USTA NorCal Board from time to time. Included in the Policies are procedures for minutes, presenting recommendations for Board approval, and reporting actions taken by the Committee that are within the clearly defined scope of authority that the Board has specifically delegated to the Committee.
4. Unless the Committee otherwise directs, the Executive Director may attend all Committee meetings.
5. The Committee may invite any non-Committee member to attend meetings or meet with Committee members as appropriate, but such individuals shall not be members of the Committee or have a vote on any matters before the Committee.
6. The Executive Director will appoint a staff member or members to serve as the Committee’s staff liaison(s). This person or persons will be permitted to attend meetings of the Committee, but will not be a member of the Committee or have a right to vote on matters before the Committee. The Committee shall have the right to meet at any time with only Committee members present as it deems appropriate.
7. The Committee will review this charter periodically and recommend any proposed changes to the USTA NorCal Board for review and consideration. The Board may amend or revoke this charter at any time.

Committee Charge: The purpose of the Committee is to prepare the annual proposed budgets for the Board of Directors and review the impact on the USTA NorCal budget in respect to USTA NorCal programs that significantly impact the budget.

Responsibilities

1. Solicit program and operational information from USTA NorCal Executive Director, Departments, and committee chairs for budget development.
2. Annually, recommend a budget for approval by the USTA NorCal Board.
3. Research financial trends within the USTA NorCal Section.
4. Identify, monitor and forecast financial concerns and issues.
5. Review all mid-year requests for new funding and reallocation of funds already budgeted made by staff and committees, prior to presentation of these requests to the Board for approval.

Delegation of Authority

This Committee has not been delegated any authority by the USTA NorCal Board of Directors.

Coaches Commission

Authority

1. The Coaches Commission Committee is a Committee of the Corporation established pursuant to Article VIII.3. of the Bylaws (the "Committee") of United States Tennis Association Northern California ("USTA NorCal").
2. As a Committee of the Corporation, the Committee may not act on behalf of or with the authority of the Board of Directors (the "Board"), but may provide advice to the Board and take action on matters specifically delegated to the Committee by the Board. When the Committee has taken an action that is within the clearly defined scope of authority that the USTA NorCal Board has specifically delegated to the Committee as set forth in this Charter or in a Board resolution, all such actions shall be reported up to the full Board at its next meeting. In all other matters, the Committee's role is to review matters within its scope, provide recommendations to the Board, carry out Board decisions, and serve as a resource for management.

Membership

1. Directors and non-Directors may be members of the Committee, subject to the requirement that the Committee shall consist of at least two (2) individuals at all times. Pursuant to the Bylaws, the President will appoint members of the Committee and a Chair of the Committee from among its members. Members and the Chair shall serve for the duration of the then serving President's term, unless they are earlier removed or resign or unless the President believes a change in membership of the Committee in the best interest of USTA NorCal. Vacancies in the Committee shall be filled in the manner in which the original appointments were made.
2. The number of Committee members may be designated from time to time by the President, or may, in the President's discretion, be determined by the Committee Chair.
3. The President is an *ex officio* member of the Committee.

Operations

1. The Committee will meet with such frequency as it may determine and as is necessary to carry out its responsibilities as described in this Charter. The Chair of the Committee will preside over all meetings of the Committee.
2. The majority of the Committee members then serving will constitute a quorum. Committee approvals require a vote of a majority of the Committee members present at a meeting at which a quorum is present.
3. The Committee will follow all governance procedures set forth in the United States Tennis Association Northern California Policies on Decision Making Governance as amended through December 11, 2024, which may be amended by the USTA NorCal Board from time to time. Included in the Policies are procedures for minutes, presenting recommendations for Board approval, and reporting actions taken by the Committee that are within the clearly defined scope of authority that the Board has specifically delegated to the Committee.
4. Unless the Committee otherwise directs, the Executive Director may attend all Committee meetings.
5. The Committee may invite any non-Committee member to attend meetings or meet with Committee members as appropriate, but such individuals shall not be members of the Committee or have a vote on any matters before the Committee.
6. The Executive Director will appoint a staff member or members to serve as the Committee's staff liaison(s). This person or persons will be permitted to attend meetings of the Committee, but will not be a member of

the Committee or have a right to vote on matters before the Committee. The Committee shall have the right to meet at any time with only Committee members present as it deems appropriate.

7. The Committee will review this charter periodically and recommend any proposed changes to the USTA NorCal Board for review and consideration. The Board may amend or revoke this charter at any time.

Committee Charge:

To create a network of coaches in the section that promote the player development pathway by supporting the Early Development (EDC) Camp structure, Team NorCal and identifying players that are strong candidates for USTA Section and Regional Camps that will help train a continuous wave of fundamentally sound 8-14 year olds in alignment with the USTA Teaching and Coaching Philosophy.

Responsibilities

1. Support the development of a strong network of coaches within USTA NorCal, including credentialed and emerging coaches, to advance section-wide player development and USTA Coaching goals.
2. Assist USTA NorCal staff in identifying and recommending qualified coaches to work USA Tennis and Team NorCal Camps, consistent with USTA Coaching and Player Development standards.
3. Provide feedback and subject-matter expertise to USTA NorCal staff in the planning, delivery, and evaluation of coaching education workshops aligned with the USTA Coaching Education Pathway.
4. Develop and propose for Board approval a transparent, data-informed selection process for Development Camps, incorporating PlayTracker, World Tennis Number (WTN), and other USTA-approved evaluation tools.
5. Assist USTA NorCal staff in identifying, evaluating, and outreach to locations for camps, clinics, and coaching education workshops to ensure accessibility, quality, and alignment with development objectives.
6. Develop and support outreach strategies to increase the recruitment, development, and retention of women coaches and coaches from underrepresented backgrounds, consistent with USTA diversity, equity, and inclusion priorities.
7. Support talent identification efforts by attending USTA-sanctioned tournaments and events, providing observational input on players who may be appropriate for USTA NorCal camps and development programming.

Delegation of Authority

The only authority specifically delegated to the Committee by the Board is set forth below:

- The Coaches Commission is authorized to select the dates and locations of training camps.
- The Coaches Commission is authorized to recommend coaches to staff to be hired to work at the training camps.
- The Coaches Commission is authorized to select the players who attend the training camps. Notwithstanding this delegation of authority, any time a decision involves a conflict of interest, the action must be submitted as a recommendation to the USTA NorCal Board of Directors for approval.
- The Coaches Commission is authorized to select winner of the USTA NorCal Fred A. Earle Jr. Teaching Professional Award, based on the criteria previously approved by the USTA NorCal Board.

Notwithstanding this delegation of authority, any time a decision involves a conflict of interest, the action must be submitted as a recommendation to the USTA NorCal Board of Directors for approval.

Community Programs Committee

Authority

1. The Community Programs Committee is a Committee of the Corporation established pursuant to Article VIII.3. of the Bylaws (the "Committee") of United States Tennis Association Northern California ("USTA NorCal").
2. As a Committee of the Corporation, the Committee may not act on behalf of or with the authority of the Board of Directors (the "Board"), but may provide advice to the Board and take action on matters specifically delegated to the Committee by the Board. When the Committee has taken an action that is within the clearly defined scope of authority that the USTA NorCal Board has specifically delegated to the Committee as set forth in this Charter or in a Board resolution, all such actions shall be reported up to the full Board at its next meeting. In all other matters, the Committee's role is to review matters within its scope, provide recommendations to the Board, carry out Board decisions, and serve as a resource for management.

Membership

1. Directors and non-Directors may be members of the Committee, subject to the requirement that the Committee shall consist of at least two (2) individuals at all times. Pursuant to the Bylaws, the President will appoint members of the Committee and a Chair of the Committee from among its members. Members and the Chair shall serve for the duration of the then serving President's term, unless they are earlier removed or resign or unless the President believes a change in membership of the Committee in the best interest of USTA NorCal. Vacancies in the Committee shall be filled in the manner in which the original appointments were made.
2. The number of Committee members may be designated from time to time by the President, or may, in the President's discretion, be determined by the Committee Chair.
3. The President is an *ex officio* member of the Committee.

Operations

1. The Committee will meet with such frequency as it may determine and as is necessary to carry out its responsibilities as described in this Charter. The Chair of the Committee will preside over all meetings of the Committee.
2. The majority of the Committee members then serving will constitute a quorum. Committee approvals require a vote of a majority of the Committee members present at a meeting at which a quorum is present.
3. The Committee will follow all governance procedures set forth in the United States Tennis Association Northern California Policies on Decision Making Governance as amended through December 11, 2024, which may be amended by the USTA NorCal Board from time to time. Included in the Policies are procedures for minutes, presenting recommendations for Board approval, and reporting actions taken by the Committee that are within the clearly defined scope of authority that the Board has specifically delegated to the Committee.
4. Unless the Committee otherwise directs, the Executive Director may attend all Committee meetings.
5. The Committee may invite any non-Committee member to attend meetings or meet with Committee members as appropriate, but such individuals shall not be members of the Committee or have a vote on any matters before the Committee.
6. The Executive Director will appoint a staff member or members to serve as the Committee's staff liaison(s). This person or persons will be permitted to attend meetings of the Committee, but will not be a member of the Committee or have a right to vote on matters before the Committee. The Committee shall have the right to meet at any time with only Committee members present as it deems appropriate.
7. The Committee will review this charter periodically and recommend any proposed changes to the USTA NorCal Board for review and consideration. The Board may amend or revoke this charter at any time.

Committee Charge: The purpose of the Community Programs Committee is to promote, develop, and evaluate all grassroots and activation programs to increase tennis participation in local communities.

Responsibilities

1. Propose to the Board a set of criteria for National Junior Tennis Leagues (NJTLs), Community Tennis Associations (CTAs), H.I.T.S., and schools programs grants to increase the number of providers and player participation.
2. Establish an outreach strategy to inform community partners/stakeholders of the NorCal, National, and USTA Foundation resources available to apply for.
3. Research and create an advocacy plan on implementing grassroots programming in public facilities.
4. Develop and provide resources (i.e. collateral, program materials, coaching education) for providers in schools, NJTLs, and CTAs to help increase unique participation.
5. Develop an evaluation process to assess the effectiveness of the H.I.T.S program at the completion of each session.
6. Propose to the Board a set of criteria for recognizing players and community providers.

Delegation of Authority

The only authority specifically delegated to the Committee by the Board is set forth below:

- The Committee has the authority to determine the locations for events and programs.
- The Committee is authorized to select the winners of awards, based on the criteria previously approved by the USTA NorCal Board.
- The Committee is authorized to select organizations to receive grants, based on the criteria previously approved by the USTA NorCal Board.
- The Committee is authorized to select USTA NorCal's nominee for the USTA Member Organization of the Year,

for which the USTA has established the criteria for nomination.

- The Committee is authorized to select USTA NorCal's nominee for the Outstanding Facility of the Year, for which the USTA has established the criteria for nomination.

Notwithstanding this delegation of authority, any time a decision involves a conflict of interest, the action must be submitted as a recommendation to the USTA NorCal Board of Directors for approval.

Constitution and Rules Committee

Authority

1. The Constitution and Rules Committee is a Committee of the Corporation established pursuant to Article VIII.3. of the Bylaws (the "Committee") of United States Tennis Association Northern California ("USTA NorCal").
2. As a Committee of the Corporation, the Committee may not act on behalf of or with the authority of the Board of Directors (the "Board"), but may provide advice to the Board and take action on matters specifically delegated to the Committee by the Board. When the Committee has taken an action that is within the clearly defined scope of authority that the USTA NorCal Board has specifically delegated to the Committee as set forth in this Charter or in a Board resolution, all such actions shall be reported up to the full Board at its next meeting. In all other matters, the Committee's role is to review matters within its scope, provide recommendations to the Board, carry out Board decisions, and serve as a resource for management.

Membership

1. Directors and non-Directors may be members of the Committee, subject to the requirement that the Committee shall consist of at least two (2) individuals at all times. Pursuant to the Bylaws, the President will appoint members of the Committee and a Chair of the Committee from among its members. Members and the Chair shall serve for the duration of the then serving President's term, unless they are earlier removed or resign or unless the President believes a change in membership of the Committee in the best interest of USTA NorCal. Vacancies in the Committee shall be filled in the manner in which the original appointments were made.
2. The number of Committee members may be designated from time to time by the President, or may, in the President's discretion, be determined by the Committee Chair.
3. The President is an *ex officio* member of the Committee.

Operations

1. The Committee will meet with such frequency as it may determine and as is necessary to carry out its responsibilities as described in this Charter. The Chair of the Committee will preside over all meetings of the Committee.
2. The majority of the Committee members then serving will constitute a quorum. Committee approvals require a vote of a majority of the Committee members present at a meeting at which a quorum is present.
3. The Committee will follow all governance procedures set forth in the United States Tennis Association Northern California Policies on Decision Making Governance as amended through December 11, 2024, which may be amended by the USTA NorCal Board from time to time. Included in the Policies are procedures for minutes, presenting recommendations for Board approval, and reporting actions taken by the Committee that are within the clearly defined scope of authority that the Board has specifically delegated to the Committee.
4. Unless the Committee otherwise directs, the Executive Director may attend all Committee meetings.
5. The Committee may invite any non-Committee member to attend meetings or meet with Committee members as appropriate, but such individuals shall not be members of the Committee or have a vote on any matters before the Committee.
6. The Executive Director will appoint a staff member or members to serve as the Committee's staff liaison(s). This person or persons will be permitted to attend meetings of the Committee, but will not be a member of the Committee or have a right to vote on matters before the Committee. The Committee shall have the right to meet at any time with only Committee members present as it deems appropriate.
7. The Committee will review this charter periodically and recommend any proposed changes to the USTA NorCal Board for review and consideration. The Board may amend or revoke this charter at any time.

Committee Charge: The purpose of the Committee is to:

- when appropriate, propose new provisions or amendments to the USTA NorCal Bylaws; and
- review the form of new provisions or amendments to the USTA NorCal Bylaws proposed by other proposers to reduce ambiguity, promote clarity and keep all provisions of the same in conformity with each other and with the USTA Bylaws.

Responsibilities

1. Advise, assist, work and collaborate with the USTA NorCal staff and Board to ensure conformity of USTA NorCal Bylaws and any requirement placed on NorCal by the USTA.
2. Facilitate cross-committee communication so that proposed new provisions or amendments to the USTA NorCal Constitution and Bylaws are fully vetted and prepared for discussion and vote.
3. Investigate whether it is in the best interests of USTA NorCal to adopt a Constitution and report findings to the Board.
4. Solicit feedback from the Board with respect to the Committee's draft proposals to adopt a USTA NorCal Constitution and/or propose new provisions and/or amendments to the USTA NorCal Bylaws.
5. Formally present to the Board for a recommendation to the Voting Members, amendments proposed by the Committee to the USTA NorCal Bylaws, pursuant to the applicable provisions of the Bylaws.

Delegation of Authority

The only authority specifically delegated to the Committee by the Board or the USTA NorCal Bylaws is set forth below:

- Pursuant to the Bylaws, propose new provisions and amendments to the USTA NorCal Constitution and Bylaws. Notwithstanding this delegation of authority, any time a decision involves a conflict of interest, the action must be submitted as a recommendation to the USTA NorCal Board of Directors for approval.

Diversity, Equity and Inclusion Committee

Authority

1. The Diversity Equity and Inclusion Committee is a Committee of the Corporation established pursuant to Article VIII.3. of the Bylaws of United States Tennis Association Northern California ("USTA NorCal") (the "Committee").
2. As a Committee of the Corporation, the Committee may not act on behalf of or with the authority of the Board of Directors (the "Board"), but may provide advice to the Board and take action on matters specifically delegated to the Committee by the Board. When the Committee has taken an action that is within the clearly defined scope of authority that the USTA NorCal Board has specifically delegated to the Committee as set forth in this Charter or in a Board resolution, all such actions shall be reported up to the full Board at its next meeting. In all other matters, the Committee's role is to review matters within its scope, provide recommendations to the Board, carry out Board decisions, and serve as a resource for management.

Membership

1. Directors and non-Directors may be members of the Committee, subject to the requirement that the Committee shall consist of at least two (2) individuals at all times. Pursuant to the Bylaws, the President will appoint members of the Committee and a Chair of the Committee from among its members. Members and the Chair shall serve for the duration of the then serving President's term, unless they are earlier removed or resign or unless the President believes a change in membership of the Committee in the best interest of USTA NorCal. Vacancies in the Committee shall be filled in the manner in which the original appointments were made.
2. The number of Committee members may be designated from time to time by the President, or may, in the President's discretion, be determined by the Committee Chair.
3. The President is an *ex officio* member of the Committee.

Operations

1. The Committee will meet with such frequency as it may determine and as is necessary to carry out its responsibilities as described in this Charter. The Chair of the Committee will preside over all meetings of the Committee.
2. The majority of the Committee members then serving will constitute a quorum. Committee approvals require a vote of a majority of the Committee members present at a meeting at which a quorum is present.
3. The Committee will follow all governance procedures set forth in the United States Tennis Association

Northern California Policies on Decision Making Governance as amended through December 11, 2024, which may be amended by the USTA NorCal Board from time to time. Included in the Policies are procedures for minutes, presenting recommendations for Board approval, and reporting actions taken by the Committee that are within the clearly defined scope of authority that the Board has specifically delegated to the Committee.

4. Unless the Committee otherwise directs, the Executive Director may attend all Committee meetings.
5. The Committee may invite any non-Committee member to attend meetings or meet with Committee members as appropriate, but such individuals shall not be members of the Committee or have a vote on any matters before the Committee.
6. The Executive Director will appoint a staff member or members to serve as the Committee's staff liaison(s). This person or persons will be permitted to attend meetings of the Committee, but will not be a member of the Committee or have a right to vote on matters before the Committee. The Committee shall have the right to meet at any time with only Committee members present as it deems appropriate.
7. The Committee will review this charter periodically and recommend any proposed changes to the USTA NorCal Board for review and consideration. The Board may amend or revoke this charter at any time.

Committee Charge: The purpose of the Committee is to advise, and collaborate with USTA NorCal staff, the USTA Network and overall tennis industry to promote greater diversity and inclusion in tennis player participation and in USTA NorCal services, activities, events and programs.

Responsibilities

1. Evaluate opportunities and initiatives to promote greater diversity and inclusion among participants in all USTA NorCal programs, activities, events and the volunteer corps.
2. Support USTA NorCal program providers in diversity and inclusion efforts.
3. Attend diversity and inclusion events to develop partnership opportunities to attract a new audience of players.
4. Research and develop diversity and inclusive partnerships and collaborations.
5. Review and enhance strategies to attract, engage and retain a new generation of diverse players.
6. Research and provide resources for grants and scholarship opportunities, including an outreach strategy to ensure eligible applicants are aware of the opportunities (i.e. USTA Foundation grants, Tennis Venue Services).
7. Develop a strategy to recruit and develop diverse coaches.
8. Research and develop program opportunities to promote health, wellness, and teamwork while building self-esteem through tennis for young girls.
9. Support the development of the National Junior Tennis League (NJTL's) chapters by providing play opportunities and coach education opportunities.
10. Collaborate with the Adult Tournament Committee to survey, strategize, and develop a plan to increase the number of women playing tournaments.

Delegation of Authority

The only authority specifically delegated to the Committee by the Board is set forth below:

- The Committee is authorized to select organizations and individuals to receive grants and stipends, based on criteria previously approved by the USTA NorCal Board.
- The Committee is authorized to select coaches to participate in workshops, training, or other related opportunities, based on the criteria previously approved by the USTA NorCal Board and/or the USTA.
- The Committee is authorized to select winners of college scholarships based on the criteria previously approved by the USTA NorCal Board.

Notwithstanding this delegation of authority, any time a decision involves a conflict of interest, the action must be submitted as a recommendation to the USTA NorCal Board of Directors for Approval.

Employee Relations Committee

Authority

1. The Employee Relations Committee is a Committee of the Corporation established pursuant to Article VIII.3. of the Bylaws of United States Tennis Association Northern California ("USTA NorCal") (the "Committee").
2. As a Committee of the Corporation, the Committee may not act on behalf of or with the authority of the

Board of Directors (the "Board"), but may provide advice to the Board and take action on matters specifically delegated to the Committee by the Board. When the Committee has taken an action that is within the clearly defined scope of authority that the USTA NorCal Board has specifically delegated to the Committee as set forth in this Charter or in a Board resolution, all such actions shall be reported up to the full Board at its next meeting. In all other matters, the Committee's role is to review matters within its scope, provide recommendations to the Board, carry out Board decisions, and serve as a resource for management.

Membership

1. Directors and non-Directors may be members of the Committee, subject to the requirement that the Committee shall consist of at least two (2) individuals at all times. Pursuant to the Bylaws, the President will appoint members of the Committee and a Chair of the Committee from among its members. Members and the Chair shall serve for the duration of the then serving President's term, unless they are earlier removed or resign or unless the President believes a change in membership of the Committee in the best interest of USTA NorCal. Vacancies in the Committee shall be filled in the manner in which the original appointments were made.
2. The number of Committee members may be designated from time to time by the President, or may, in the President's discretion, be determined by the Committee Chair.
3. The President is an *ex officio* member of the Committee.

Operations

1. The Committee will meet with such frequency as it may determine and as is necessary to carry out its responsibilities as described in this Charter. The Chair of the Committee will preside over all meetings of the Committee.
2. The majority of the Committee members then serving will constitute a quorum. Committee approvals require a vote of a majority of the Committee members present at a meeting at which a quorum is present.
3. The Committee will follow all governance procedures set forth in the United States Tennis Association Northern California Policies on Decision Making Governance as amended through December 11, 2024, which may be amended by the USTA NorCal Board from time to time. Included in the Policies are procedures for minutes, presenting recommendations for Board approval, and reporting actions taken by the Committee that are within the clearly defined scope of authority that the Board has specifically delegated to the Committee.
4. Unless the Committee otherwise directs, the Executive Director may attend all Committee meetings.
5. The Committee may invite any non-Committee member to attend meetings or meet with Committee members as appropriate, but such individuals shall not be members of the Committee or have a vote on any matters before the Committee.
6. The Executive Director will appoint a staff member or members to serve as the Committee's staff liaison(s). This person or persons will be permitted to attend meetings of the Committee, but will not be a member of the Committee or have a right to vote on matters before the Committee. The Committee shall have the right to meet at any time with only Committee members present as it deems appropriate.
7. The Committee will review this charter periodically and recommend any proposed changes to the USTA NorCal Board for review and consideration. The Board may amend or revoke this charter at any time.

Committee Charge: The purpose of the Committee is oversight and investigation of personnel matters of USTA NorCal and issuing recommendations and actions to the Board of Directors for approval and implementation.

Responsibilities

1. Provide advice and recommendations on methodology required to measure current and future levels of employee engagement throughout USTA NorCal.
2. Provide advice and recommendations on how to increase awareness and competencies related to engagement for all employees. This might include training programs, guest speaker programs, and other forms of communication.
3. Address, as appropriate and as requested, employee to employee relationships as well as relationships between staff and Board members, and between staff and volunteers.
4. Coordinate the evaluation of the Executive Director's performance with input and advice from the Board.
5. In conjunction with the Human Resources department and the Budget Committee, explore and evaluate the compensation components and levels to be paid to the Executive Director and review and approve compensation recommendations prepared by the Executive Director for all staff including:

- Base salaries and ranges,
 - Incentive compensation plans and awards, if any, and,
 - Welfare and retirement benefit plans, if any.
6. Work with the Executive Director on staffing additions and reductions.
 7. Verify that compensation information is appropriately and fully disclosed to the full Board as required by regulation or governance best practices.
 8. Report regularly to the Board on Committee findings and approved actions and any other matters the Committee deems appropriate or the Board requests.
 9. Engage (after Board approval) independent, outside advisors (e.g., attorneys, compensation consultants, etc.) to provide objective and impartial compensation data and express an opinion on total compensation reasonableness. Such advisors report directly to the Committee.
 10. Work hand in hand with the Board on public relations matters and provide recommendations to the Board to act upon.
 11. Participate in and have oversight over investigations as requested by the Board.

Delegation of Authority

This Committee has not been delegated any authority by the USTA NorCal Board of Directors.

Hall of Fame Luncheon Committee

Authority

1. The Hall of Fame Luncheon Committee is a Committee of the Corporation established pursuant to Article VIII.3. of the Bylaws (the "Committee") of United States Tennis Association Northern California ("USTA NorCal").
2. As a Committee of the Corporation, the Committee may not act on behalf of or with the authority of the Board of Directors (the "Board"), but may provide advice to the Board and take action on matters specifically delegated to the Committee by the Board. When the Committee has taken an action that is within the clearly defined scope of authority that the USTA NorCal Board has specifically delegated to the Committee as set forth in this Charter or in a Board resolution, all such actions shall be reported up to the full Board at its next meeting. In all other matters, the Committee's role is to review matters within its scope, provide recommendations to the Board, carry out Board decisions, and serve as a resource for management.

Membership

1. Directors and non-Directors may be members of the Committee, subject to the requirement that the Committee shall consist of at least two (2) individuals at all times. Pursuant to the Bylaws, the President will appoint members of the Committee and a Chair of the Committee from among its members. Members and the Chair shall serve for the duration of the then serving President's term, unless they are earlier removed or resign or unless the President believes a change in membership of the Committee in the best interest of USTA NorCal. Vacancies in the Committee shall be filled in the manner in which the original appointments were made.
2. The number of Committee members may be designated from time to time by the President, or may, in the President's discretion, be determined by the Committee Chair.
3. The President is an *ex officio* member of the Committee.

Operations

1. The Committee will meet with such frequency as it may determine and as is necessary to carry out its responsibilities as described in this Charter. The Chair of the Committee will preside over all meetings of the Committee.
2. The majority of the Committee members then serving will constitute a quorum. Committee approvals require a vote of a majority of the Committee members present at a meeting at which a quorum is present.
3. The Committee will follow all governance procedures set forth in the United States Tennis Association Northern California Policies on Decision Making Governance as amended through December 11, 2024, which may be amended by the USTA NorCal Board from time to time. Included in the Policies are procedures for minutes, presenting recommendations for Board approval, and reporting actions taken by the Committee that are within the clearly defined scope of authority that the Board has specifically delegated to the Committee.

4. Unless the Committee otherwise directs, the Executive Director may attend all Committee meetings.
5. The Committee may invite any non-Committee member to attend meetings or meet with Committee members as appropriate, but such individuals shall not be members of the Committee or have a vote on any matters before the Committee.
6. The Executive Director will appoint a staff member or members to serve as the Committee's staff liaison(s). This person or persons will be permitted to attend meetings of the Committee, but will not be a member of the Committee or have a right to vote on matters before the Committee. The Committee shall have the right to meet at any time with only Committee members present as it deems appropriate.
7. The Committee will review this charter periodically and recommend any proposed changes to the USTA NorCal Board for review and consideration. The Board may amend or revoke this charter at any time.

Committee Charge: The purpose of the Committee is to plan, manage, and execute the large annual event of the USTA NorCal Hall of Fame. The committee creates an event that reflects the mission of the USTA NorCal and honors those who have made valuable contributions to the sport.

Responsibilities

1. Identify the venue for the annual USTA NorCal Hall of Fame Luncheon in a manner that is consistent with the RFP procedures approved by the USTA NorCal Board..
2. In collaboration with the USTA NorCal Marketing Department, solicit Hall of Fame Luncheon sponsors.
3. Work with USTA NorCal Marketing staff and Marketing Committee in promoting the event.

Delegation of Authority

The only authority specifically delegated to the Committee by the Board is set forth below:

- The Committee is authorized to make decisions related to the logistics of the Hall of Fame Luncheon, including selection of the menu, and selection of the Luncheon speaker and/or master of ceremonies.

Notwithstanding this delegation of authority, any time a decision involves a conflict of interest, the action must be submitted as a recommendation to the USTA NorCal Board of Directors for approval.

Hall of Fame Selection Committee

Authority

1. The USTA NorCal Hall of Fame Selection Committee is a Committee of the Corporation established pursuant to Article VIII.3. of the Bylaws (the "Committee") of United States Tennis Association Northern California ("USTA NorCal").
2. As a Committee of the Corporation, the Committee may not act on behalf of or with the authority of the Board of Directors (the "Board"), but may provide advice to the Board and take action on matters specifically delegated to the Committee by the Board. When the Committee has taken an action that is within the clearly defined scope of authority that the USTA NorCal Board has specifically delegated to the Committee as set forth in this Charter or in a Board resolution, all such actions shall be reported up to the full Board at its next meeting. In all other matters, the Committee's role is to review matters within its scope, provide recommendations to the Board, carry out Board decisions, and serve as a resource for management.

Membership

1. Directors and non-Directors may be members of the Committee. Pursuant to the Bylaws, the President will appoint members of the Committee and a Chair of the Committee from among its members, subject to the following requirements:
 - The Committee shall consist of at least seven members;
 - The Chair may recommend to the President appointments to the Committee, and mid-term changes to the Committee membership;
 - At least five members shall have previously been inducted into the Hall of Fame;
 - At least one member will be an member of the USTA NorCal Board, or one of its Advisory Directors;
 - No person who is under consideration for induction may be a member and any non-inductee member whose name is submitted for consideration shall be required to abstain from attending any meeting during which their induction is under consideration;
 - No less than a majority of the members, and the Chair, shall be residents of USTA NorCal.

Each member shall serve for the duration of the then serving President's term, unless they are earlier removed or resign or unless the President believes a change in membership of the Committee in the best interest of USTA NorCal. Vacancies in the Committee shall be filled by the President.

2. The President is an *ex officio* member of the Committee.

Operations

1. The Committee will meet with such frequency as it may determine and as is necessary to carry out its responsibilities as described in this Charter. The Chair of the Committee will preside over all meetings of the Committee.
2. The majority of the Committee members then serving will constitute a quorum. Committee approvals require an 80% vote of the total number of members serving on the Committee.
3. The Committee will follow all governance procedures set forth in the United States Tennis Association Northern California Policies on Decision Making Governance as amended through December 11, 2024, which may be amended by the USTA NorCal Board from time to time. Included in the Policies are procedures for minutes, presenting recommendations for Board approval, and reporting actions taken by the Committee that are within the clearly defined scope of authority that the Board has specifically delegated to the Committee.
4. Unless the Committee otherwise directs, the Executive Director may attend all Committee meetings.
5. The Committee may invite any non-Committee member to attend meetings or meet with Committee members as appropriate, but such individuals shall not be members of the Committee or have a vote on any matters before the Committee.
6. The Executive Director will appoint a staff member or members to serve as the Committee's staff liaison(s). This person or persons will be permitted to attend meetings of the Committee, but will not be a member of the Committee or have a right to vote on matters before the Committee. The Committee shall have the right to meet at any time with only Committee members present as it deems appropriate.
7. The Committee will review this charter periodically and recommend any proposed changes to the USTA NorCal Board for review and consideration. The Board may amend or revoke this charter at any time.

Committee Charge: The purpose of the USTA NorCal Hall of Fame Selection Committee is to annually select persons for induction to the USTA NorCal Hall of Fame.

Responsibilities

1. Collaborate with the USTA NorCal Hall of Fame Luncheon Committee in furtherance of such Committees' responsibility to organize the annual recognition of inductees.
2. Develop a communication plan to educate the USTA NorCal community on how individuals may be nominated for consideration for induction.

Delegation of Authority

The only authority specifically delegated to the Committee by the Board is set forth below:

- The Committee is authorized to create a nomination form for prospective inductees.
- The Committee is authorized to set the application deadline if it is determined that August 1 will not be the deadline for a given year.
- The Committee is authorized to select inductees to the USTA NorCal Hall of Fame as set forth in the Procedures for Selecting Inductees to the USTA NorCal Hall of Fame, as adopted by the Board and amended from time to time; provided that the selection of any person for induction that deviates from said criteria, must first be approved for induction by the USTA NorCal Board.

Notwithstanding this delegation of authority, any time a decision involves a conflict of interest, the action must be submitted as a recommendation to the USTA NorCal Board of Directors for approval.

Investment Committee

Authority

1. The Investment Committee is a Committee of the Corporation established pursuant to Article VIII.3. of the Bylaws (the "Committee") of United States Tennis Association Northern California ("USTA NorCal").
2. As a Committee of the Corporation, the Committee may not act on behalf of or with the authority of the Board of Directors (the "Board"), but may provide advice to the Board and take action on matters

specifically delegated to the Committee by the Board. When the Committee has taken an action that is within the clearly defined scope of authority that the USTA NorCal Board has specifically delegated to the Committee as set forth in this Charter or in a Board resolution, all such actions shall be reported up to the full Board at its next meeting. In all other matters, the Committee's role is to review matters within its scope, provide recommendations to the Board, carry out Board decisions, and serve as a resource for management.

Membership

1. Directors and non-Directors may be members of the Committee, subject to the requirement that the Committee shall consist of at least two (2) individuals at all times. Pursuant to the Bylaws, the President will appoint members of the Committee and a Chair of the Committee from among its members. Members and the Chair shall serve for the duration of the then serving President's term, unless they are earlier removed or resign or unless the President believes a change in membership of the Committee in the best interest of USTA NorCal. Vacancies in the Committee shall be filled in the manner in which the original appointments were made.
2. The number of Committee members may be designated from time to time by the President, or may, in the President's discretion, be determined by the Committee Chair.
3. The President is an *ex officio* member of the Committee.

Operations

1. The Committee will meet at least quarterly, and with such additional frequency as it may determine and as is necessary to carry out its responsibilities as described in this Charter. The Chair of the Committee will preside over all meetings of the Committee.
2. The majority of the Committee members then serving will constitute a quorum. Committee approvals require a vote of a majority of the Committee members present at a meeting at which a quorum is present.
3. The Committee will follow all governance procedures set forth in the United States Tennis Association Northern California Policies on Decision Making Governance as amended through December 11, 2024, which may be amended by the USTA NorCal Board from time to time. Included in the Policies are procedures for minutes, presenting recommendations for Board approval, and reporting actions taken by the Committee that are within the clearly defined scope of authority that the Board has specifically delegated to the Committee.
4. Unless the Committee otherwise directs, the Executive Director may attend all Committee meetings.
5. The Committee may invite any non-Committee member to attend meetings or meet with Committee members as appropriate, but such individuals shall not be members of the Committee or have a vote on any matters before the Committee.
6. The Executive Director will appoint a staff member or members to serve as the Committee's staff liaison(s). This person or persons will be permitted to attend meetings of the Committee, but will not be a member of the Committee or have a right to vote on matters before the Committee. The Committee shall have the right to meet at any time with only Committee members present as it deems appropriate.
7. The Committee will review this charter periodically and recommend any proposed changes to the USTA NorCal Board for review and consideration. The Board may amend or revoke this charter at any time.

Committee Charge: The purpose of the Investment Committee is to supervise the investment and disposition of financial and other assets held by the Corporation.

Responsibilities

1. Identify the goals and expectations for a new investment manager.
2. Select candidates, conduct interviews for, and recommend for engagement by the Board, an investment manager for USTA NorCal;
3. Review and recommend to the Board for approval, investment policies;
4. Prudently diversify, or oversee the diversification of, the portfolio's assets to meet an agreed upon risk/return profile;
5. Upon request, make recommendations to the Board with regard to investment matters;
6. Review presentations regarding performance of the investment portfolio of the Corporation;

7. Review regulatory and compliance issues relating to the investment and disposition of assets held by USTA NorCal;
8. Oversee USTA NorCal's performance and expenses under its agreements with its investment manager;
9. Perform such other duties as may be requested by the Board from time to time.

Delegation of Authority

This Committee has not been delegated any authority by the USTA NorCal Board of Directors.

Junior Council Committee

Authority

1. The Junior Council Committee is a Committee of the Corporation established pursuant to Article VIII.3. of the Bylaws (the "Committee") of United States Tennis Association Northern California ("USTA NorCal").
2. As a Committee of the Corporation, the Committee may not act on behalf of or with the authority of the Board of Directors (the "Board"), but may provide advice to the Board and take action on matters specifically delegated to the Committee by the Board. When the Committee has taken an action that is within the clearly defined scope of authority that the USTA NorCal Board has specifically delegated to the Committee as set forth in this Charter or in a Board resolution, all such actions shall be reported up to the full Board at its next meeting. In all other matters, the Committee's role is to review matters within its scope, provide recommendations to the Board, carry out Board decisions, and serve as a resource for management.

Membership

1. Directors and non-Directors may be members of the Committee, subject to the requirement that the Committee shall consist of at least two (2) individuals at all times. Pursuant to the Bylaws, the President will appoint members of the Committee and a Chair of the Committee from among its members. Members and the Chair shall serve for the duration of the then serving President's term, unless they are earlier removed or resign or unless the President believes a change in membership of the Committee in the best interest of USTA NorCal. Vacancies in the Committee shall be filled in the manner in which the original appointments were made.
2. The number of Committee members may be designated from time to time by the President, or may, in the President's discretion, be determined by the Committee Chair.
3. The President is an *ex officio* member of the Committee.

Operations

1. The Committee will meet with such frequency as it may determine and as is necessary to carry out its responsibilities as described in this Charter. The Chair of the Committee will preside over all meetings of the Committee.
2. The majority of the Committee members then serving will constitute a quorum. Committee approvals require a vote of a majority of the Committee members present at a meeting at which a quorum is present.
3. The Committee will follow all governance procedures set forth in the United States Tennis Association Northern California Policies on Decision Making Governance as amended through December 11, 2024, which may be amended by the USTA NorCal Board from time to time. Included in the Policies are procedures for minutes, presenting recommendations for Board approval, and reporting actions taken by the Committee that are within the clearly defined scope of authority that the Board has specifically delegated to the Committee.
4. Unless the Committee otherwise directs, the Executive Director may attend all Committee meetings.
5. The Committee may invite any non-Committee member to attend meetings or meet with Committee members as appropriate, but such individuals shall not be members of the Committee or have a vote on any matters before the Committee.
6. The Executive Director will appoint a staff member or members to serve as the Committee's staff liaison(s). This person or persons will be permitted to attend meetings of the Committee, but will not be a member of the Committee or have a right to vote on matters before the Committee. The Committee shall have the right to meet at any time with only Committee members present as it deems appropriate.
7. The Committee will review this charter periodically and recommend any proposed changes to the USTA NorCal Board for review and consideration. The Board may amend or revoke this charter at any time.

Committee Charge: The purpose of Committee is to develop, promote, and monitor the junior ranking tournament system within the Northern California Section to ensure that it:

- Retains and grows participation; and
- Provides players of various ages, abilities, and backgrounds the opportunity to develop to the highest competitive level possible.

Responsibilities

1. Monitor participation in USTA NorCal junior ranking tournaments to identify areas for potential growth and concerns related to retention.
2. Through ongoing review, evaluate whether the calendar of USTA NorCal junior ranking tournaments is providing reasonable opportunities for player development, including ongoing review of the ratio of events per level, strength of field, tournament inventory, draw sizes, seeding and selection policies, draw and match formats, and team event offerings.
3. Annually, recommend to the Board the dates on which sanctioned tournaments, which are limited in number, will be held. Currently these are the Level 3, 4 and 5 Tournaments, and the Level 6 Ratings Round Robins.
4. Review, and make recommendations to the Board, when appropriate, for changes to the entry fees for sanctioned junior tournaments.
5. Monitor the rollout of the ITF's World Tennis Number (WTN) with respect to how it is used in level-based ranking tournaments, and so that NorCal can provide feedback to the USTA when appropriate.
6. Collaborate with NorCal staff on a plan to educate players, parents, and coaches on the importance of fostering an environment of fair play, mutual respect, and the safety of all participants; and develop a system of positive reinforcement and reward with respect to outstanding sportsmanship.
7. Provide feedback and support to NorCal staff in the development Tournament Director workshops and/or a communication plan that will provide resources to improve the quality and compliance with NorCal policies.
8. Provide feedback and support to NorCal staff in the development of townhall meetings for junior tennis stakeholders, including parents, coaches, and players.
9. Review and make recommendations to the Board, when appropriate, related to policies for selecting players to participate on NorCal teams, including, but not limited to, the Maze Cup, Pacific Cup, and USTA and intersectional team competitions.
10. Recommend to the Board proposals to improve the overall junior ranking tournament structure and experience.

Delegation of Authority

The only authority specifically delegated to the Committee by the Board is set forth below:

- Junior Council is authorized to select USTA NorCal's nominee for the USTA Bill Talbert Sportsmanship Award, for which the USTA has established the criteria for nomination.
- Junior Council is authorized to provide feedback to USTA NorCal staff when the USTA requests input that will affect decisions that impact the overall USTA junior competitive structure; *provided that* feedback that seeks approval of a potential or formal amendment to the USTA Junior Tournament, Ranking, and Sanctioning Regulations must first be submitted to the Board for approval, and any other feedback must copy the President and Executive Director when submitted. This delegation of authority does not include the authority to submit a proposal to amend the USTA Junior Tournament, Ranking, and Sanctioning Regulations which must first be submitted to the Board for approval.

Notwithstanding this delegation of authority, any time a decision involves a conflict of interest, the action must be submitted as a recommendation to the USTA NorCal Board of Directors for approval.

Junior Team Tennis/Local Play Committee

Authority

1. The Junior Team Tennis/Local Play Committee is a Committee of the Corporation established pursuant to Article VIII.3. of the Bylaws (the "Committee") of United States Tennis Association Northern California ("USTA NorCal").
2. As a Committee of the Corporation, the Committee may not act on behalf of or with the authority of the Board of Directors (the "Board"), but may provide advice to the Board and take action on matters specifically delegated to the Committee by the Board. When the Committee has taken an action that is within the clearly defined scope of authority that the USTA NorCal Board has specifically delegated to the Committee as set

forth in this Charter or in a Board resolution, all such actions shall be reported up to the full Board at its next meeting. In all other matters, the Committee's role is to review matters within its scope, provide recommendations to the Board, carry out Board decisions, and serve as a resource for management.

Membership

1. Directors and non-Directors may be members of the Committee, subject to the requirement that the Committee shall consist of at least two (2) individuals at all times. Pursuant to the Bylaws, the President will appoint members of the Committee and a Chair of the Committee from among its members. Members and the Chair shall serve for the duration of the then serving President's term, unless they are earlier removed or resign or unless the President believes a change in membership of the Committee in the best interest of USTA NorCal. Vacancies in the Committee shall be filled in the manner in which the original appointments were made.
2. The number of Committee members may be designated from time to time by the President, or may, in the President's discretion, be determined by the Committee Chair.
3. The President is an *ex officio* member of the Committee.

Operations

1. The Committee will meet with such frequency as it may determine and as is necessary to carry out its responsibilities as described in this Charter. The Chair of the Committee will preside over all meetings of the Committee.
2. The majority of the Committee members then serving will constitute a quorum. Committee approvals require a vote of a majority of the Committee members present at a meeting at which a quorum is present.
3. The Committee will follow all governance procedures set forth in the United States Tennis Association Northern California Policies on Decision Making Governance as amended through December 11, 2024, which may be amended by the USTA NorCal Board from time to time. Included in the Policies are procedures for minutes, presenting recommendations for Board approval, and reporting actions taken by the Committee that are within the clearly defined scope of authority that the Board has specifically delegated to the Committee.
4. Unless the Committee otherwise directs, the Executive Director may attend all Committee meetings.
5. The Committee may invite any non-Committee member to attend meetings or meet with Committee members as appropriate, but such individuals shall not be members of the Committee or have a vote on any matters before the Committee.
6. The Executive Director will appoint a staff member or members to serve as the Committee's staff liaison(s). This person or persons will be permitted to attend meetings of the Committee, but will not be a member of the Committee or have a right to vote on matters before the Committee. The Committee shall have the right to meet at any time with only Committee members present as it deems appropriate.
7. The Committee will review this charter periodically and recommend any proposed changes to the USTA NorCal Board for review and consideration. The Board may amend or revoke this charter at any time.

Committee Charge: The purpose of the Committee is to promote, develop, and evaluate the Net Generation in Northern California to provide a foundation for increased local play opportunities and Junior Team Tennis that is in alignment with the American Development Model (ADM) in both individual and team aspects.

Responsibilities

1. Promote, develop, and evaluate the USTA Team Challenge product to optimize attraction and retention including program and marketing materials provider feedback, technology, and input from internal and external customers while continuing to assess its integration with Net Generation Pathway Regulations.
2. Promote, develop, and evaluate Team Tennis and Team Tournament products (including Junior Team Tennis) to optimize attraction and retention including program and marketing materials, provider feedback, technology, and input from internal and external customers while continuing to assess their integration with Net Generation Pathway Regulations.
3. Promote, develop, and evaluate the Junior Circuit product to optimize attraction and retention including program and marketing materials, provider feedback, technology, and input from internal and external customers while continuing to assess its integration with Net Generation Pathway Regulations.
4. Collaborate with Junior Council on ways to retain players as they transition from Net Generation programs to ranking tournaments and other higher levels of competitive play.
5. Promote, and evaluate the PlayTracker and rating tools to optimize attraction and retention including

marketing materials, provider feedback, technology, and input from internal and external customers while continuing to assess its integration with Net Generation Pathway Regulations.

6. Develop educational workshops, webinars, and training for players, parents, coaches, and providers.
7. Develop a comprehensive plan to educate all constituents, including new and existing players, on products.

Delegation of Authority

The only authority specifically delegated to the Committee by the Board is set forth below:

- The Junior Team Tennis/Local Play Committee is authorized to impose penalties to the extent permitted in the USTA NorCal Junior Team Tennis Regulations.
- The Junior Team Tennis/Local Play Committee is authorized to select USTA NorCal's nominee for the USTA Janet Louer Award, for which the USTA has established the criteria for nomination.
- The Junior Team Tennis/Local Play Committee is authorized to provide feedback to USTA NorCal staff when the USTA requests input that will affect decisions that impact the overall USTA Net Generation structure; *provided that* feedback that seeks approval of a potential or formal amendment to the USTA Net Generation Regulations, including the regulations governing USTA Junior Team Tennis Regulations, must first be submitted to the Board for approval, and any other feedback must copy the President and Executive Director when submitted. This delegation of authority does not include the authority to submit a proposal to amend the USTA Net Generation Regulations, including the regulations governing Junior Team Tennis, which must first be submitted to the Board for approval.
- Pursuant to the USTA NorCal Junior Team Tennis Regulations, the Committee is authorized to determine whether Playoffs and/or Championships are held for Travel Leagues.

Notwithstanding this delegation of authority, any time a decision involves a conflict of interest, the action must be submitted as a recommendation to the USTA NorCal Board of Directors for approval.

Marketing Committee

Authority

1. The Marketing Committee is a Committee of the Corporation established pursuant to Article VIII.3. of the Bylaws (the "Committee") of United States Tennis Association Northern California ("USTA NorCal").
2. As a Committee of the Corporation, the Committee may not act on behalf of or with the authority of the Board of Directors (the "Board"), but may provide advice to the Board and take action on matters specifically delegated to the Committee by the Board. When the Committee has taken an action that is within the clearly defined scope of authority that the USTA NorCal Board has specifically delegated to the Committee as set forth in this Charter or in a Board resolution, all such actions shall be reported up to the full Board at its next meeting. In all other matters, the Committee's role is to review matters within its scope, provide recommendations to the Board, carry out Board decisions, and serve as a resource for management.

Membership

1. Directors and non-Directors may be members of the Committee, subject to the requirement that the Committee shall consist of at least two (2) individuals at all times. Pursuant to the Bylaws, the President will appoint members of the Committee and a Chair of the Committee from among its members. Members and the Chair shall serve for the duration of the then serving President's term, unless they are earlier removed or resign or unless the President believes a change in membership of the Committee in the best interest of USTA NorCal. Vacancies in the Committee shall be filled in the manner in which the original appointments were made.
2. The number of Committee members may be designated from time to time by the President, or may, in the President's discretion, be determined by the Committee Chair.
3. The President is an *ex officio* member of the Committee.

Operations

1. The Committee will meet with such frequency as it may determine and as is necessary to carry out its responsibilities as described in this Charter. The Chair of the Committee will preside over all meetings of the Committee.
2. The majority of the Committee members then serving will constitute a quorum. Committee approvals require a vote of a majority of the Committee members present at a meeting at which a quorum is present.
3. The Committee will follow all governance procedures set forth in the United States Tennis Association Northern California Policies on Decision Making Governance as amended through December 11, 2024, which may be amended by the USTA NorCal Board from time to time. Included in the Policies are procedures for

minutes, presenting recommendations for Board approval, and reporting actions taken by the Committee that are within the clearly defined scope of authority that the Board has specifically delegated to the Committee.

4. Unless the Committee otherwise directs, the Executive Director may attend all Committee meetings.
5. The Committee may invite any non-Committee member to attend meetings or meet with Committee members as appropriate, but such individuals shall not be members of the Committee or have a vote on any matters before the Committee.
6. The Executive Director will appoint a staff member or members to serve as the Committee's staff liaison(s). This person or persons will be permitted to attend meetings of the Committee, but will not be a member of the Committee or have a right to vote on matters before the Committee. The Committee shall have the right to meet at any time with only Committee members present as it deems appropriate.
7. The Committee will review this charter periodically and recommend any proposed changes to the USTA NorCal Board for review and consideration. The Board may amend or revoke this charter at any time.

Committee Charge: The purpose of the Marketing Committee is to create and implement strategic marketing initiatives that support the overall organization's mission to grow and promote tennis across the USTA NorCal Section.

Responsibilities

1. Advise, assist, work and collaborate with the USTA NorCal staff on marketing initiatives and efforts.
2. Identify collaborations and partnerships to support programs, activities and events.
3. Research current marketing strategies that may be implemented in programming and events in USTA NorCal Section.

Delegation of Authority

This Committee has not been delegated any authority by the USTA NorCal Board of Directors.

Nominating Committee

Authority

1. The Nominating Committee is a Committee of the Corporation established pursuant to Article VIII.4. of the Bylaws (the "Committee") of United States Tennis Association Northern California ("USTA NorCal").
2. As a Committee of the Corporation, the Committee may not act on behalf of or with the authority of the Board of Directors (the "Board"), but may provide advice to the Board and take action on matters specifically delegated to the Committee by the Board. When the Committee has taken an action that is within the clearly defined scope of authority that the USTA NorCal Board has specifically delegated to the Committee as set forth in this Charter or in a Board resolution, all such actions shall be reported up to the full Board at its next meeting. In all other matters, the Committee's role is to review matters within its scope, provide recommendations to the Board, carry out Board decisions, and serve as a resource for management.

Membership

Only Directors who are not eligible for re-election and non-Directors may be members of the Committee, subject to the requirement that the Committee shall consist of at least three (3) individuals, and not less than five (5) individuals at all times. Pursuant to the Bylaws, the President will appoint members of the Committee and a Chair of the Committee from among its members. Members and the Chair shall serve for the duration of the then serving President's term, unless they are earlier removed or resign or unless the President believes a change in membership of the Committee in the best interest of USTA NorCal. Vacancies in the Committee shall be filled in the manner in which the original appointments were made.

Operations

1. The Committee will meet with such frequency as it may determine. The Chair of the Committee will preside over all meetings of the Committee.
2. The majority of the Committee members then serving will constitute a quorum. Committee approvals will require a vote of a majority of the Committee members present at a meeting at which a quorum is present.
3. The Committee will follow all governance procedures set forth in the United States Tennis Association Northern California Policies on Decision Making Governance as amended through December 11, 2024, which may be amended by the USTA NorCal Board from time to time. Included in the Policies are procedures for

minutes, presenting recommendations for Board approval, and reporting actions taken by the Committee that are within the clearly defined scope of authority that the Board has specifically delegated to the Committee.

4. Unless the Committee otherwise directs, the Executive Director may attend all Committee meetings, except closed sessions during which interviews are conducted.
5. The Committee will review this charter periodically and recommend any proposed changes to the USTA NorCal Board for review and consideration. The Board may amend or revoke this charter at any time.

Committee Charge: The purpose of the Committee is to nominate the slate of directors for the USTA NorCal Board of Directors in accordance with the applicable provisions of the USTA NorCal Bylaws.

Responsibilities

1. Advise, assist, work and collaborate with the USTA NorCal staff in the drafting and distribution of materials for Organization Members to nominate individuals for the Board of Directors.
2. Advise, assist, and collaborate with the USTA NorCal staff to ensure that the application and all other required forms and materials are distributed to the individuals nominated for the Board of Directors.
3. Solicit input from the USTA NorCal Board and the Executive Director with respect to competencies needed for the Board.
4. Propose for adoption by the USTA NorCal Board a set of rules under which the election will be conducted.
5. Conduct interviews of the Board nominees.
6. Assist the company engaged to manage the election at the USTA NorCal Annual Meeting.

Delegation of Authority

The only authority specifically delegated to the Committee by the Board is set forth below:

- Determine the information that will be on the application submitted to the Committee by nominees.
- Select a slate of nominees to the Board of Directors.
- Determine the content of the report issued by the Committee to the Voting Members, provided it includes the information required by the Bylaws.

Notwithstanding this delegation of authority, any time a decision involves a conflict of interest, the action must be submitted as a recommendation to the USTA NorCal Board of Directors for approval.

NTRP Self-Rate Appeals Committee

Authority

1. The NTRP Self-Rate Appeals Committee is a Committee of the Corporation established pursuant to Article VIII.3. of the Bylaws (the "Committee") of United States Tennis Association Northern California ("USTA NorCal").
2. As a Committee of the Corporation, the Committee may not act on behalf of or with the authority of the Board of Directors (the "Board"), but may provide advice to the Board and take action on matters specifically delegated to the Committee by the Board. When the Committee has taken an action that is within the clearly defined scope of authority that the USTA NorCal Board has specifically delegated to the Committee as set forth in this Charter or in a Board resolution, all such actions shall be reported up to the full Board at its next meeting. In all other matters, the Committee's role is to review matters within its scope, provide recommendations to the Board, carry out Board decisions, and serve as a resource for management.

Membership

1. Directors and non-Directors may be members of the Committee, subject to the requirement that the Committee shall consist of at least two (2) individuals at all times. Pursuant to the Bylaws, the President will appoint members of the Committee and a Chair of the Committee from among its members. Members and the Chair shall serve for the duration of the then serving President's term, unless they are earlier removed or resign or unless the President believes a change in membership of the Committee in the best interest of USTA NorCal. Vacancies in the Committee shall be filled in the manner in which the original appointments were made.
2. The number of Committee members may be designated from time to time by the President, or may, in the President's discretion, be determined by the Committee Chair.
3. The President is an *ex officio* member of the Committee.

Operations

1. The Committee will meet with such frequency as it may determine. The Chair of the Committee will preside over all meetings of the Committee.
2. The majority of the Committee members then serving will constitute a quorum. Committee approvals require a vote of a majority of the Committee members present at a meeting at which a quorum is present.
3. The Committee will follow all governance procedures set forth in the United States Tennis Association Northern California Policies on Decision Making Governance as amended through December 11, 2024, which may be amended by the USTA NorCal Board from time to time. Included in the Policies are procedures for minutes, presenting recommendations for Board approval, and reporting actions taken by the Committee that are within the clearly defined scope of authority that the Board has specifically delegated to the Committee.
4. The Committee has been authorized to make decisions by Non-Unanimous Electronic Voting as described in the United Tennis Association Northern California Policies on Decision Making Governance which requires the following:
 - A quorum of the members, as set forth in the USTA NorCal Bylaws must participate in the vote;
 - A deadline for voting must be announced and any vote received after this deadline does not count; and
 - All votes and any information shared by committee members during the vote are considered organizational records and will be maintained by USTA NorCal staff.
5. Unless the Committee otherwise directs, the Executive Director may attend all Committee meetings.
6. The Committee may invite any non-Committee member to attend meetings or meet with Committee members as appropriate, but such individuals shall not be members of the Committee or have a vote on any matters before the Committee.
7. The Executive Director will appoint a staff member or members to serve as the Committee's staff liaison(s). This person or persons will be permitted to attend meetings of the Committee, but will not be a member of the Committee or have a right to vote on matters before the Committee. The Committee shall have the right to meet at any time with only Committee members present as it deems appropriate.
8. The Committee will review this charter periodically and recommend any proposed changes to the USTA NorCal Board for review and consideration. The Board may amend or revoke this charter at any time.

Committee Charge: The purpose of the NTRP Self-Rate Appeals Committee is to fulfill the requirement set forth in the USTA Adult League Regulations that each Sectional Association must designate a committee to handle Self-Rate Appeals for those who appeal their assigned self-rating level.

Responsibilities

Propose for adoption by the Board a set of procedures for handling appeals of self-rated NTRP Ratings that is consistent with the requirements of the USTA Adult League Regulations.

Delegation of Authority

The only authority specifically delegated to the Committee by the Board is set forth below:

- The Committee is authorized to investigate and decide matters relating to NTRP Self Rate Appeals , which shall be handled in a manner consistent with the requirements of the USTA League Regulations and the procedures for handling these grievances adopted by the USTA NorCal Board

Notwithstanding this delegation of authority, any time a decision involves a conflict of interest, the action must be submitted as a recommendation to the USTA NorCal Board of Directors for approval.

Parks and Recreation Committee

Authority

1. The Parks and Recreation Committee is a Committee of the Corporation established pursuant to Article VIII.3. of the Bylaws (the "Committee") of United States Tennis Association Northern California ("USTA NorCal").
2. As a Committee of the Corporation, the Committee may not act on behalf of or with the authority of the Board of Directors (the "Board"), but may provide advice to the Board and take action on matters specifically delegated to the Committee by the Board. When the Committee has taken an action that is within the clearly defined scope of authority that the USTA NorCal Board has specifically delegated to the Committee as set forth in this Charter or in a Board resolution, all such actions shall be reported up to the full Board at its next meeting. In all other matters, the Committee's role is to review matters within its scope, provide

recommendations to the Board, carry out Board decisions, and serve as a resource for management.

Membership

1. Directors and non-Directors may be members of the Committee, subject to the requirement that the Committee shall consist of at least two (2) individuals at all times. Pursuant to the Bylaws, the President will appoint members of the Committee and a Chair of the Committee from among its members. Members and the Chair shall serve for the duration of the then serving President's term, unless they are earlier removed or resign or unless the President believes a change in membership of the Committee in the best interest of USTA NorCal. Vacancies in the Committee shall be filled in the manner in which the original appointments were made.
2. The number of Committee members may be designated from time to time by the President, or may, in the President's discretion, be determined by the Committee Chair.
3. The President is an *ex officio* member of the Committee.

Operations

1. The Committee will meet with such frequency as it may determine and as is necessary to carry out its responsibilities as described in this Charter. The Chair of the Committee will preside over all meetings of the Committee.
2. The majority of the Committee members then serving will constitute a quorum. Committee approvals require a vote of a majority of the Committee members present at a meeting at which a quorum is present.
3. The Committee will follow all governance procedures set forth in the United States Tennis Association Northern California Policies on Decision Making Governance as amended through December 11, 2024, which may be amended by the USTA NorCal Board from time to time. Included in the Policies are procedures for minutes, presenting recommendations for Board approval, and reporting actions taken by the Committee that are within the clearly defined scope of authority that the Board has specifically delegated to the Committee.
4. Unless the Committee otherwise directs, the Executive Director may attend all Committee meetings.
5. The Committee may invite any non-Committee member to attend meetings or meet with Committee members as appropriate, but such individuals shall not be members of the Committee or have a vote on any matters before the Committee.
6. The Executive Director will appoint a staff member or members to serve as the Committee's staff liaison(s). This person or persons will be permitted to attend meetings of the Committee, but will not be a member of the Committee or have a right to vote on matters before the Committee. The Committee shall have the right to meet at any time with only Committee members present as it deems appropriate.
7. The Committee will review this charter periodically and recommend any proposed changes to the USTA NorCal Board for review and consideration. The Board may amend or revoke this charter at any time.

Committee Charge: The purpose of the Committee is to encourage Parks and Recreation agencies to engage in USTA NorCal programs, events, and activities, and utilize the Park and Recreation agency as a tennis delivery system to grow tennis.

Responsibilities

1. To advise, assist, work and collaborate with the USTA NorCal staff in promotion of tennis through outreach to all northern California Parks and Recreation agencies.
2. Serve as a liaison to the California Park and Recreation Society, an affiliate to the National Recreation and Park Association.
3. Support the California Park and Recreation Society by participating in its annual conference when held in northern California.
4. Promote all USTA NorCal Section programs, activities, and events to park and recreation professionals to enhance tennis play, programs and facilities in public area parks throughout the section.
5. Engage park and recreation professionals in volunteering for USTA NorCal Section.
6. Attend park and recreation tennis events.

Delegation of Authority

The only authority specifically delegated to the Committee by the Board is set forth below:

- The Parks & Recreation Committee is authorized to select USTA NorCal's nominee for the Billie Jean King Public Parks Tennis Person of the Year Award, for which the USTA has established the criteria for nomination.

Notwithstanding this delegation of authority, any time a decision involves a conflict of interest, the action must be submitted as a recommendation to the USTA NorCal Board of Directors for approval.

Sanction and Schedule Committee

Authority

1. The Sanction and Schedule Committee is a Committee of the Corporation established pursuant to Article VIII.3. of the Bylaws (the "Committee") of United States Tennis Association Northern California ("USTA NorCal").
2. As a Committee of the Corporation, the Committee may not act on behalf of or with the authority of the Board of Directors (the "Board"), but may provide advice to the Board and take action on matters specifically delegated to the Committee by the Board. When the Committee has taken an action that is within the clearly defined scope of authority that the USTA NorCal Board has specifically delegated to the Committee as set forth in this Charter or in a Board resolution, all such actions shall be reported up to the full Board at its next meeting. In all other matters, the Committee's role is to review matters within its scope, provide recommendations to the Board, carry out Board decisions, and serve as a resource for management.

Membership

1. Directors and non-Directors may be members of the Committee, subject to the requirement that the Committee shall consist of at least two (2) individuals at all times. Pursuant to the Bylaws, the President will appoint members of the Committee and a Chair of the Committee from among its members. Members and the Chair shall serve for the duration of the then serving President's term, unless they are earlier removed or resign or unless the President believes a change in membership of the Committee in the best interest of USTA NorCal. Vacancies in the Committee shall be filled in the manner in which the original appointments were made.
2. The number of Committee members may be designated from time to time by the President, or may, in the President's discretion, be determined by the Committee Chair.
3. The President is an *ex officio* member of the Committee.

Operations

1. The Committee will meet with such frequency as it may determine and as is necessary to carry out its responsibilities as described in this Charter. The Chair of the Committee will preside over all meetings of the Committee.
2. The majority of the Committee members then serving will constitute a quorum. Committee approvals require a vote of a majority of the Committee members present at a meeting at which a quorum is present.
3. The Committee will follow all governance procedures set forth in the United States Tennis Association Northern California Policies on Decision Making Governance as amended through December 11, 2024, which may be amended by the USTA NorCal Board from time to time. Included in the Policies are procedures for minutes, presenting recommendations for Board approval, and reporting actions taken by the Committee that are within the clearly defined scope of authority that the Board has specifically delegated to the Committee.
4. Unless the Committee otherwise directs, the Executive Director may attend all Committee meetings.
5. The Committee may invite any non-Committee member to attend meetings or meet with Committee members as appropriate, but such individuals shall not be members of the Committee or have a vote on any matters before the Committee.
6. The Executive Director will appoint a staff member or members to serve as the Committee's staff liaison(s). This person or persons will be permitted to attend meetings of the Committee, but will not be a member of the Committee or have a right to vote on matters before the Committee. The Committee shall have the right to meet at any time with only Committee members present as it deems appropriate.
7. The Committee will review this charter periodically and recommend any proposed changes to the USTA NorCal Board for review and consideration. The Board may amend or revoke this charter at any time.

Committee Charge: The purpose of the Committee is to recommend to the Board tournament sanctions for approval by the Board

Responsibilities

1. Analyzes customer satisfaction data relating to tournament directors and tournament experiences.

2. Pursuant to the USTA NorCal Tournament Sanctioning Regulations, recommends to the Board tournaments to be sanctioned. In the case of Junior Level 3, 4 and 5 tournaments, and Junior Level 6 Ratings Round Robins, sanctions must be only awarded for the dates previously approved by the Board (upon the recommendation of the Junior Council).
3. Monitors compliance with all contractual relationships with tournament directors.
4. Monitors compliance with all USTA NorCal Junior and Adult Tournament rules.
5. Pursuant to the USTA NorCal Tournament Sanctioning Regulations, and when appropriate, recommend to the Board sanctions that should be revoked.
6. When appropriate, make recommendations to the Board for amendments to the Sanctioning Guidelines, the set of parameters under which the Committee should be making tournament sanction recommendations.
7. When appropriate, make recommendations to the Board for amendments to the USTA NorCal Tournament Sanctioning Regulations and the Sanctioning Contract.

Delegation of Authority

The only authority specifically delegated to the Committee by the Board is set forth below:

- Pursuant to the USTA NorCal Tournament Sanctioning Regulations approved by the Board, the Sanction & Schedule Committee is authorized to place sanction holders on probation.

Notwithstanding this delegation of authority, any time a decision involves a conflict of interest, the action must be submitted as a recommendation to the USTA NorCal Board of Directors for approval.

Sportsmanship Committee

Authority

1. The Sportsmanship Committee is a Committee of the Corporation established pursuant to Article VIII.3. of the Bylaws (the "Committee") of United States Tennis Association Northern California ("USTA NorCal").
2. As a Committee of the Corporation, the Committee may not act on behalf of or with the authority of the Board of Directors (the "Board"), but may provide advice to the Board and take action on matters specifically delegated to the Committee by the Board. When the Committee has taken an action that is within the clearly defined scope of authority that the USTA NorCal Board has specifically delegated to the Committee as set forth in this Charter or in a Board resolution, all such actions shall be reported up to the full Board at its next meeting. In all other matters, the Committee's role is to review matters within its scope, provide recommendations to the Board, carry out Board decisions, and serve as a resource for management.

Membership

1. Directors and non-Directors may be members of the Committee, subject to the requirement that the Committee shall consist of at least two (2) individuals at all times. Pursuant to the Bylaws, the President will appoint members of the Committee and a Chair of the Committee from among its members. Members and the Chair shall serve for the duration of the then serving President's term, unless they are earlier removed or resign or unless the President believes a change in membership of the Committee in the best interest of USTA NorCal. Vacancies in the Committee shall be filled in the manner in which the original appointments were made.
2. The number of Committee members may be designated from time to time by the President, or may, in the President's discretion, be determined by the Committee Chair.
3. The President is an *ex officio* member of the Committee.

Operations

1. The Committee will meet with such frequency as it may determine and as is necessary to carry out its responsibilities as described in this Charter. The Chair of the Committee will preside over all meetings of the Committee.
2. The majority of the Committee members then serving will constitute a quorum. Committee approvals require a vote of a majority of the Committee members present at a meeting at which a quorum is present.
3. The Committee will follow all governance procedures set forth in the United States Tennis Association Northern California Policies on Decision Making Governance as amended through December 11, 2024, which may be amended by the USTA NorCal Board from time to time. Included in the Policies are procedures for minutes, presenting recommendations for Board approval, and reporting actions taken by the Committee that are within the clearly defined scope of authority that the Board has specifically delegated to the Committee.

4. Unless the Committee otherwise directs, the Executive Director may attend all Committee meetings.
5. The Committee may invite any non-Committee member to attend meetings or meet with Committee members as appropriate, but such individuals shall not be members of the Committee or have a vote on any matters before the Committee.
6. The Executive Director will appoint a staff member or members to serve as the Committee's staff liaison(s). This person or persons will be permitted to attend meetings of the Committee, but will not be a member of the Committee or have a right to vote on matters before the Committee. The Committee shall have the right to meet at any time with only Committee members present as it deems appropriate.
7. The Committee will review this charter periodically and recommend any proposed changes to the USTA NorCal Board for review and consideration. The Board may amend or revoke this charter at any time.

Committee Charge: The purpose of the Committee is to ensure that USTA NorCal tournaments promote fair play and sportsmanship.

Responsibilities

1. Advise, assist, work and collaborate with the USTA NorCal staff on sportsmanship issues and concerns as related to sportsmanship during tournament play.
2. Handles all grievances that arise out of USTA NorCal events, except USTA Adult League, including grievances and appeals.

Delegation of Authority

The only authority specifically delegated to the Committee by the Board is set forth below:

- The Sportsmanship Committee is authorized to conduct investigations and conduct hearings as set forth in the Sportsmanship Committee Procedures, as adopted by the Board and amended from time to time, which includes the authority to take disciplinary action and suspend players from participation.

Notwithstanding this delegation of authority, any time a decision involves a conflict of interest, the action must be submitted as a recommendation to the USTA NorCal Board of Directors for approval.

Officials Committee

Authority

1. The Officials Committee is a Committee of the Corporation established pursuant to Article VIII.3. of the Bylaws") of United States Tennis Association Northern California ("USTA NorCal") (the "Committee").
2. As a Committee of the Corporation, the Committee may not act on behalf of or with the authority of the Board of Directors (the "Board"), but may provide advice to the Board and take action on matters specifically delegated to the Committee by the Board. When the Committee has taken an action that is within the clearly defined scope of authority that the USTA NorCal Board has specifically delegated to the Committee as set forth in this Charter or in a Board resolution, all such actions shall be reported up to the full Board at its next meeting. In all other matters, the Committee's role is to review matters within its scope, provide recommendations to the Board, carry out Board decisions, and serve as a resource for management.

Membership

1. Directors and non-Directors may be members of the Committee, subject to the requirement that the Committee shall consist of at least two (2) individuals at all times. Pursuant to the Bylaws, the President will appoint members of the Committee and a Chair of the Committee from among its members. Members and the Chair shall serve for the duration of the then serving President's term, unless they are earlier removed or resign or unless the President believes a change in membership of the Committee in the best interest of USTA NorCal. Vacancies in the Committee shall be filled in the manner in which the original appointments were made.
2. The number of Committee members may be designated from time to time by the President, or may, in the President's discretion, be determined by the Committee Chair.
3. The President is an *ex officio* member of the Committee.

Operations

1. The Committee will meet with such frequency as it may determine and as is necessary to carry out its responsibilities as described in this Charter. The Chair of the Committee will preside over all meetings of the Committee.

2. The majority of the Committee members then serving will constitute a quorum. Committee approvals require a vote of a majority of the Committee members present at a meeting at which a quorum is present.
3. The Committee will follow all governance procedures set forth in the United States Tennis Association Northern California Policies on Decision Making Governance as amended through December 11, 2024, which may be amended by the USTA NorCal Board from time to time. Included in the Policies are procedures for minutes, presenting recommendations for Board approval, and reporting actions taken by the Committee that are within the clearly defined scope of authority that the Board has specifically delegated to the Committee.
4. Unless the Committee otherwise directs, the Executive Director may attend all Committee meetings.
5. The Committee may invite any non-Committee member to attend meetings or meet with Committee members as appropriate, but such individuals shall not be members of the Committee or have a vote on any matters before the Committee.
6. The Executive Director will appoint a staff member or members to serve as the Committee's staff liaison(s). This person or persons will be permitted to attend meetings of the Committee, but will not be a member of the Committee or have a right to vote on matters before the Committee. The Committee shall have the right to meet at any time with only Committee members present as it deems appropriate.
7. The Committee will review this charter periodically and recommend any proposed changes to the USTA NorCal Board for review and consideration. The Board may amend or revoke this charter at any time.

Committee Charge: The purpose of the Committee is to recruit, train, and retain umpires and referees for the USTA NorCal Section.

Responsibilities

1. Recruit new umpires, referees and court monitors through innovation.
2. Train new umpires, referees and court monitors.
3. Conduct clinics for umpires, referees and court monitors.
4. Recommend qualified officials to tournament directors for tournament and competitive events.
5. Propose to the Board a set of criteria for the various USTA NorCal awards for USTA Certified Officials, Court Monitors, and Tournament Directors serving in the role of Referee.

Delegation of Authority

The only authority specifically delegated to the Committee by the Board is set forth below:

- The Committee is authorized to select USTA NorCal's nominee for the USTA Glass Ball Award, Woodie Walker C.A.R.E. Award, and the Nicholas A. Powel Award, for which the USTA has established the criteria for nomination.
- The Committee is authorized to conduct investigations and conduct hearings as set forth in the Sportsmanship Committee Procedures, as adopted by the Board and amended from time to time, as they relate to grievances against officials, which includes the authority to take disciplinary action.

Notwithstanding this delegation of authority, any time a decision involves a conflict of interest, the action must be submitted as a recommendation to the USTA NorCal Board of Directors for approval.

Wheelchair Committee

Authority

1. The Wheelchair Tennis Committee is a Committee of the Corporation established pursuant to Article VIII.3. of the Bylaws (the "Committee") of United States Tennis Association Northern California ("USTA NorCal").
2. As a Committee of the Corporation, the Committee may not act on behalf of or with the authority of the Board of Directors (the "Board"), but may provide advice to the Board and take action on matters specifically delegated to the Committee by the Board. When the Committee has taken an action that is within the clearly defined scope of authority that the USTA NorCal Board has specifically delegated to the Committee as set forth in this Charter or in a Board resolution, all such actions shall be reported up to the full Board at its next meeting. In all other matters, the Committee's role is to review matters within its scope, provide recommendations to the Board, carry out Board decisions, and serve as a resource for management.

Membership

1. Directors and non-Directors may be members of the Committee, subject to the requirement that the Committee shall consist of at least two (2) individuals at all times. Pursuant to the Bylaws, the President will

appoint members of the Committee and a Chair of the Committee from among its members. Members and the Chair shall serve for the duration of the then serving President's term, unless they are earlier removed or resign or unless the President believes a change in membership of the Committee in the best interest of USTA NorCal. Vacancies in the Committee shall be filled in the manner in which the original appointments were made.

2. The number of Committee members may be designated from time to time by the President, or may, in the President's discretion, be determined by the Committee Chair.
3. The President is an *ex officio* member of the Committee.

Operations

1. The Committee will meet with such frequency as it may determine and as is necessary to carry out its responsibilities as described in this Charter. The Chair of the Committee will preside over all meetings of the Committee.
2. The majority of the Committee members then serving will constitute a quorum. Committee approvals require a vote of a majority of the Committee members present at a meeting at which a quorum is present.
3. The Committee will follow all governance procedures set forth in the United States Tennis Association Northern California Policies on Decision Making Governance as amended through December 11, 2024, which may be amended by the USTA NorCal Board from time to time. Included in the Policies are procedures for minutes, presenting recommendations for Board approval, and reporting actions taken by the Committee that are within the clearly defined scope of authority that the Board has specifically delegated to the Committee.
4. Unless the Committee otherwise directs, the Executive Director may attend all Committee meetings.
5. The Committee may invite any non-Committee member to attend meetings or meet with Committee members as appropriate, but such individuals shall not be members of the Committee or have a vote on any matters before the Committee.
6. The Executive Director will appoint a staff member or members to serve as the Committee's staff liaison(s). This person or persons will be permitted to attend meetings of the Committee, but will not be a member of the Committee or have a right to vote on matters before the Committee. The Committee shall have the right to meet at any time with only Committee members present as it deems appropriate.
7. The Committee will review this charter periodically and recommend any proposed changes to the USTA NorCal Board for review and consideration. The Board may amend or revoke this charter at any time.

Committee Charge: The purpose of the Committee is to advocate for wheelchair tennis throughout the USTA NorCal Section and engage tennis delivery systems to provide wheelchair tennis experiences through programs, events, tournaments, clinics, instructional programs and collegiate opportunities.

Responsibilities

1. Promote wheelchair tennis throughout USTA NorCal Section.
2. Support all forms of wheelchair tennis programs, including clinics, camps, instructional programs, tournaments and collegiate programs.
3. Develop partnerships with tennis providers to grow the availability of wheelchair tennis offerings throughout USTA NorCal.
4. Implement a network of cross-communication and collaboration between wheelchair tennis providers, to promote play opportunities to increase the frequency of participation.
5. Develop a strategy for engaging and retaining junior wheelchair tennis players, including the creation and promotion of tournaments, events and activities for these players.
6. Increase the number of NorCal sanctioned wheelchair tennis tournaments, and encourage NorCal Organization Members to apply for National wheelchair tennis tournaments, to provide comprehensive tennis opportunities for tournament players, while supporting the Tournament Directors.
7. Propose to the Board a set of criteria for the various awards presented to wheelchair players, providers and advocates at the annual.

Delegation of Authority

The only authority specifically delegated to the Committee by the Board is set forth below:

- The Committee is authorized to select USTA NorCal's nominee for the Brad Parks Award, for which the USTA has established the criteria for nomination.
- The Wheelchair Committee is authorized to provide feedback to USTA NorCal staff when the USTA requests input

that will affect decisions that impact the overall USTA adult and family competitive structure; *provided that* feedback that seeks approval of a potential or formal amendment to the USTA Wheelchair Tournament, Ranking, and Sanctioning Regulations must first be submitted to the Board for approval, and any other feedback must copy the President and Executive Director when submitted. This delegation of authority does not include the authority to submit a proposal to amend the USTA Wheelchair Tournament, Ranking, and Sanctioning Regulations which must first be submitted to the Board for approval. Notwithstanding this delegation of authority, any time a decision involves a conflict of interest, the action must be submitted as a recommendation to the USTA NorCal Board of Directors for approval.