

# North Shore Women's Platform Tennis League By-Laws

## I. League Structure

- A. The League will consist of clubs with two or more courts at one location, within the boundaries of Route 176 on the north, Howard Street on the South, the Tri-State on the west, and Lake Michigan on the east, with the exceptions of Saddle and Cycle and Lake Shore Athletic Club.
- B. The League will recognize and make all attempts to incorporate out-of-boundary teams into the League when appropriate and at the proper levels. On very rare occasion will an in-boundary team travel to an out-of-boundary club location for a match.
- C. Levels of team play will be divided into grouping according to competency, as recommended by the League Executive Committee. Any changes in league structure will be voted upon by the Board of Directors.
- D. Each team in the League will pay an annual fee, in an amount to be determined by the Executive Committee. Failure to pay annual fees within 30 days of the due date will result in Executive Committee action including the potential for suspension of all match play until dues are paid in full.
- E. Each member club must provide volunteers on a regular rotating basis.
- F. A new team must apply for membership in the League prior to August 1; applications after that date will be considered at the discretion of the Executive Committee. New admittance to the league and placement within the League is at the discretion of the Executive Committee.

## II. League Roles and Responsibilities

- A. Executives Committee
  1. The duties of the Executive Committee shall be to govern, interpret and arbitrate the activities the League in accordance with the by-laws. They are also responsible for maintaining the "Spirit of the League."
  2. The Executive Committee shall consist of President, Vice President, Secretary, Treasurer, Facilitator Coordinator, Women's Night League, and At Large.
    - a) The President is responsible for oversight and management of the League and coordinating with the APTA on all matters. MUST have served on the Executive Committee prior.
    - b) The Vice President is responsible for coordination tournaments and events.
    - c) The Secretary is responsible for keeping record of all meeting minutes, updating all documents, website management, league scheduling and securing nominations for new Executive Committee members.

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d) The Treasurer is responsible for all income and expense reporting, budgeting and the purchase of year end awards.

e) Facilitator Coordinator is responsible for securing, training and managing the Series Facilitators.

f) Women's Night League is responsible for the women's night league coordination.

g) At Large is responsible for assisting in areas that are needed.

3. Each member of the Executive Committee shall serve for a maximum two (2) two-year term in the same office.

4. If a vacancy occurs, the President shall appoint a replacement to serve for the remainder of the term.

5. Each member of the Executive Committee must be a rostered player in the League.

### B. Executive Committee Nominating Process

1. The nominating process for positions on the Executive Committee will be run by the current league Secretary

2. In January of each year, the Secretary will solicit nominations from the membership for Executive Committee positions which will be vacated prior to the next season. Any rostered player may submit a nomination or self-nominate. Nominations are due to Secretary by mid-February.

3. The current Executive Committee shall review the nominations and recommend an Executive Committee slate for approval by the Board of Directors at the Spring Coordinator and Facilitator meeting.

### C. Board of Directors

1. The Board of Directors shall include the Executive Committee and Club Coordinators.

2. The voting members of the Board of Directors shall consist of the Executive Committee (as defined above) and the Club Coordinators. There will be one vote per Executive Committee member and one vote per club, made by the Club Coordinator or her designee.

3. A Board vote is required for any issue that will result in a change to the by-laws. A simple majority of votes will pass the issue.

### D. Club Coordinators

1. Club Coordinators are liaisons between the League and their club and serve as the primary communication contact between the club and the league and vice versa.

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2. The Club Coordinator is responsible for casting the club vote, as required.
3. The Club Coordinator is responsible for supporting tournament play at her club including: reserving court time, obtaining volunteers at their site, etc.
4. Each league member club must designate one club coordinator chosen at the club's discretion.
5. Club Coordinators must be rostered players in the League.

### E. Series Facilitators

Series Facilitators are responsible for being the liaison between the league and the series captains for their assigned series. This includes: ensuring captains have and understand League and APTA rules, monitoring team activities within their series (rankings, line-ups, subs, etc.), and serving as the first contact for questions, issues, complaints and protests. They are responsible for maintaining the "Spirit of the League."

1. Series Facilitators shall be appointed by the Facilitator Coordinator and shall serve for a minimum of a two- year term, longer terms to be mutually agreed by the Facilitator Coordinator.
2. If a vacancy occurs, the Facilitator Coordinator shall appoint a replacement to serve for the remainder of the term. The Facilitator Coordinator shall designate the club responsible for providing a new facilitator on a rotating basis, when necessary.
3. Any league member club or organization that does not fulfill its responsibility to provide a league facilitator may be deemed ineligible to participate in league play.
4. Series Facilitators must be rostered players in the League.
5. Each club must provide a facilitator each year.

### F. Team Captains

1. Team Captains are responsible for representing and managing their team.
2. Team Captains must be a rostered player on their team.
3. Team Captains can partner with a co-captain who also is a rostered player on their team.
4. Team Captains are responsible for rostering and ranking team members; creating weekly match line-ups; managing match-day play; and, communicating with the Series Facilitator regarding any matters involving her team and an opposing team or the League.
5. Team Captains are responsible for maintaining the "Spirit of the League".

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### G. Team Members

1. A minimum of 8 players for each club team must be declared and reported to the Series Facilitator before the commencement of the season's match play. These players are known as team's Declared Players.
2. Each player must be a bona fide member of her club or a member of the professional racquets staff at that club. A bona fide member is a membership that spans the dates of the paddle season. Exceptions must be approved by the Executive Committee.
3. No player may play for more than one club.
4. A Declared Player may not at any time play on a lower level team than that on which she is declared.
5. All higher-level team players must be better than those on a lower level team.
6. Declared Players and transfer players from one club to another may be changed between the last match of the season and before the first match of the following season and at no other time.
7. Players who are 21 years old or younger may not play.
8. Team members are expected to know and understand the NSWPTL and APTA rules; and, are responsible for maintaining the "Spirit of the League".
9. Professional racquets staff at a member club must play as a regular team member, not solely as a substitute player.
10. Unless otherwise approved by the Board, professional racquets staff at a member club must play on a Series 1 or 2 team (if Series 2 is the highest team member at the member club) or a Series 1 team at another member club.
  - a. Petitions to play on a Series other than Series 1 must be submitted by the deadline for non-entry level team petitions.

### H. Substitutes

1. A substitute must be a bona fide member of her club. A bona fide member as described above.
2. A substitute must be listed with the Series Facilitator before the match and played at the appropriate level within the context of the team. A Club may list substitutes at the appropriate level throughout the season with the approval of the league facilitator.

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3. A substitute may only play for a team twice within a session. The third time the sub plays for a specific team; she is considered a member of that team and may not play for a lower level team for the remainder of the season. If a club has more than one team in a series, a sub may play for each team two times; the third time she plays for one of the teams, she becomes a member of that team and may not play for a lower level team or for the other team in that series for the remainder of the season.
4. In situations where a club has two teams in the same Series, no substitute can play against the same team in the same series twice within a session.
5. In situations where a club has two teams in the same Series, a Series team member cannot sub for the other team in the same Series.
6. A substitute can only play for only one club. Once the sub plays for a club, they cannot sub for another club.

### I. Tournament Chairs

1. Tournament chairs are responsible for coordinating all aspects of the tournament for which they are responsible including: tournament planning; communications with players, clubs, etc.; coordinating with clubs and volunteers; arranging for all needed supplies and materials; tournament day implementation; tournament finances; and follow-up.
2. Tournament chairs either volunteer or are appointed from league member clubs on a rotating basis.
3. Any league member club or organization that does not fulfill its responsibility to provide a tournament chair may be deemed ineligible to participate in league play.
4. An optional position of Tournament Coordinator may or may not be added as deemed necessary from year to year based on the number of tournaments facilitated by NSWPTL.

### III. Meetings

- A. A pre-season Club Coordinators and Series Facilitators meeting will be held for the League in September to communicate schedules of play, tournaments, rule changes and other pertinent business.
- B. A pre-season Captains' meeting will be held for the League in September, after the Club Coordinators and Facilitators meeting, to communicate schedules of play, tournaments, rule changes and other pertinent information.
- C. A season-end Club Coordinators Series Facilitators meeting will be held in March or April to report on the season's play, to elect new officers, and to discuss and transact other pertinent business.

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D. The President may call a special meeting as she deems necessary.

### IV. Schedule of Play

A. The season begins in September and ends the following March. Each season consists of 2 equal sessions. The Fall session is from September to December and the Winter session from January to March. Schedules will be determined prior to the start of each session.

B. Overall Match Time Schedule:

1. Any adjustments to the match schedule will be determined and communicated by the Executive Board at the beginning of the season.

Series	Match Day	Courts	Warmup Start Time	Match Start Time	Default Time
1- 7 & Southwest Series	Thursday	3 & 4	9:00am	9:15am	9:20am
		1 & 2	10:15am	10:30am	10:35am
8-12	Thursday	1 & 2	12:00pm	12:15pm	12:20pm
		3 & 4	1:15pm	1:30pm	1:35pm
13-16	Friday	3 & 4	9:00am	9:15am	9:20am
		1 & 2	10:15am	10:30am	10:35am
Southwest Series	Thursday	All	9:00am	9:15am	9:20am
		All	10:15am	10:30am	10:35am
		All	11:30am	11:45am	11:50am
WNL	Monday	3&4	6:30/7:00pm*	6:40/7:10pm	6:50/7:15pm
		1&2	7:30/7:45pm*	7:40/7:50pm	7:45/8:00pm
*Start times are based on club court availability. Captains will exchange start times. Winnetka, Exmoor do not have courts available until 7:00 pm.					

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### V. Final Standings

A. Each team that is in first place in a series at the end of the session will be deemed the winner of the series.

#### B. Team Movement

1. The first and second place team in a series will automatically move to the higher series for the next session.
2. The two lowest teams in the series will automatically move to the lower series for the next session.
3. Exceptions can be made by the Executive Committee to accommodate new teams into the league and approved team petitions.

C. All end-of-season ties between teams competing for a trophy and/or movement between Series shall be determined by the results of the head to head match statistics. The team that won the head-to-head match will be ranked above the other team. If the head-to-head match resulted in a tie, the higher ranking position will be awarded to the team who won the most games within the match. If the number of games won also resulted in a tie, then the team that won court 1 will be ranked above the other team.

### VI. Applicable Rules

A. APTA Rules (Official Rules of Platform Tennis as published by the American Platform Tennis Association)

1. The APTA Rules govern all rules of match play except for the following:
  - a. NSWPTL plays a tiebreaker in all 6-6 sets.
  - b. A foot fault is called as a "let" until a legal serve is obtained.
2. Violations of the APTA Rules will be grounds for a "complaint" and possible sanctions against an individual player, partnership and/or team.

B. NSWPTL Rules (Northshore Women's Platform Tennis Rules)

1. NSWPTL Rules govern all administrative and/or organizational activities and tasks that take place in order for competitive matches to occur.
2. Violations of the NSWPTL Rules will be grounds for a protest and possible sanctions against a team and/or club.
3. The NSWPTL Rules may only be changed by a majority vote of the voting members of the Board of Directors of the NSWPTL.

### C. Spirit of the League

1. Spirit of the League is fair play and an adherence to a high degree of sportsmanship, integrity and mutual respect for opponents and other members of the NSWPTL. Spirit of the League must be maintained in all aspects of play whether carrying out tasks leading up to match play or match play itself. The Spirit of the League is to be recognized, fostered and practiced by all members of NSWPTL.

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2. In order to foster Spirit of the League, any player or team wishing to file an unsportsmanlike complaint arising from a match or a protest for an alleged violation of the NSWPTL Rules, must wait until 24-hours after the match to do so but not longer than Wednesday following the match in which the issue arose.

### **VII. Amendments to the By-Laws**

- A. The voting members of the Board of Directors shall consist of the Executive Committee and the Club Coordinators. There will be one vote per Executive Committee member and one vote per club, made by the Club Coordinator or her designee.
- B. A simple majority of votes will pass the issue.
- C. Board of Directors vote is required for any issue that will result in a change to the by-laws or the NSWPTL Rules.