

TENNIS COMMITTEE (PRTC) OPERATIONS POLICY

1. **PURPOSE:**

To regulate and promote the use of the tennis facilities within the Pine Ridge community in conjunction with the Pine Ridge Property Owners Association, Inc. (PRPOA) Board of Directors.

2. **REQUIREMENT:**

- a. The PRTC shall make written monthly reports to the PRPOA management concerning tennis facilities utilization, current needs, and future needs.
- b. All revisions to tennis facility documents shall be submitted to the Board of Directors via the PRPOA management for approval.
- c. The PRTC may maintain a roster of all members.

3. **MEMBERSHIP:**

- a. Any member of the PRPOA who plays tennis may request their name be placed on the PRTC roster.

4. **MEETINGS:**

- a. There shall be one annual scheduled in September. Two weeks notice shall be provided on the Community Center bulletin board special meetings may be called by the Chairperson upon seven (7) days notice as set forth in section 4.a. above.

CHAIRPERSON

- a. The President shall appoint the chairperson, subject to majority approval of the Board. The chairperson will then appoint the secretary.

6. **DUTIES:**

- a. Chairperson:
 - (1) Schedule and conduct the PRTC meetings and other meetings as required.
 - (2) Attend the PRPOA Board of Directors meetings as the PRTC representative or provide a written report on PRTC matters.
 - (3) Shall attempt to resolve issues pertaining to the operations of the tennis facility prior to referring same to the PRPOA Board of Directors.
 - (4) Schedule the use of the tennis courts. (The PRPOA management shall approve Court use schedules.)
 - (5) Shall provide tennis team rosters to the PRPOA management.
 - (6) Shall perform all duties incidental to this office.
- b. Secretary:
 - (1) Shall prepare the agenda, and keep minutes of meetings.

- (2) Shall post all notices.
- (3) Shall obtain a copy of the approved trainer/instructor list from the PRPOA management and post on the PRTC bulletin board.
- (4) Shall act in the place of the Chairperson when Chairperson is not available.

7. PERSONAL TRAINERS:

See Attachments A. B. E. & F.

8. SUBCOMMITTEES:

From time to time, the Chairperson with the advice and consent of a majority of the Board shall establish such subcommittees as deemed desirable.

TENNIS CENTER RULES & REGULATIONS

1. COURT USAGE

The use of the Pine Ridge Tennis Center is limited to Members of Pine Ridge, their guests and participants of sanctioned events. Tenants who reside in Pine Ridge homes owned by Members have rights of Members.

2. GENERAL RULES OF PLAY

- a. The rules of tennis as established by the United States Tennis Association (USTA) shall apply at all times except when in conflict with the Tennis Committee rules.
- b. Proper tennis etiquette shall be observed at all times. Excessive noise, racquet throwing or profanity shall not be tolerated.
- c. Trash and other litter shall not be left on the courts and shall be deposited in designated trash receptacles.
- d. Alcoholic beverages are prohibited on the courts.
- e. Use of tennis courts shall at all times be subject to the control of the management of PRPOA, Inc.

3. DRESS CODE

Proper tennis attire is required at all times. Appropriate attire is defined as follows:

Men: Shirts, shorts, sweaters and warm-ups.

Women: Tee shirts, tank tops, shorts or shirts, sweaters and warm-ups.

All Players: Non-marking tennis shoes are required.

4. GUEST PLAY

The Member must accompany guests of Members or tenants. Three guests are permitted per Member or tenant in open play on one court.

5. SCHEDULING PRIORITY

- a. Singles play is limited to one hour and doubles play to two hours. These times may be extended if one or more courts are free at the end of the playing period.

- b. League play shall last no longer than four hours. Formation and scheduling of leagues must be coordinated through the Tennis Committee chair with the approval of the management of PRPOA, Inc. Schedules shall be posted on bulletin boards located at the tennis courts. Any scheduled league that does not present within 15 minutes of the reserved court time will forfeit their reservation.
- c. Special events shall last no longer than four hours. Up to four courts may be reserved for special play. Formation and scheduling of special events must be coordinated through the Tennis Committee with the approval of the management of PRPOA, Inc.
- d. Courts that are not reserved are open play and are on a first come, first serve basis.
- e. Leagues that do not present to a scheduled court for two consecutive weeks will forfeit their reservation on that court for the rest of the month.