

Williamsport Women's Tennis League By-Laws

June 6, 2026

Article I - Name

The name of this organization shall be the "Williamsport Women's Tennis League" referred to in these by-laws as the "League".

Article II - Purpose

The purpose of the League shall be to sponsor tennis competition among the members in order to improve tennis skills and to promote good sportsmanship in tennis.

Article III - Membership

Membership shall consist of persons reaching the age of 16 by January of the current year who make an application to the League by payment of annual dues for that year. Upon application, a member may choose to register for coaching sessions only and not participate in competitive matches. Members may also request a Leave of Absence if unable to play for the current year. The membership shall be closed at the discretion of the Executive Board.

Article IV - Dues

Annual dues are required from each member and must be paid by the date stipulated by the Executive Board each year. The amount of the dues is determined by the Executive Board. Membership fees are non-refundable after the yearly membership roster is finalized.

Article V - Executive Board

Section 1 - Composition - The Executive Board shall be composed of the President, Vice President, Secretary, Treasurer, Awards Chairperson, Tournament Chair, Scheduling Chair and Member-at-Large. All nominations for any Board vacancies will be the responsibility of the Executive Board. The immediate Past President shall attend Executive Board meetings, ex-officio.

Section 2 - Election - The President, Vice President, Secretary, Treasurer and Member-at-Large shall be elected for a term of one year prior to each playing year. Chair roles, as deemed necessary, will be appointed by these officers.

Section 3 - Resignation - Interrupted terms shall be filled by appointment of the Executive Board.

Section 4 - Duties of the Board

- Arbitrate League disagreements
- Attend Meetings
- Appoint Committee Chairs
- Contract for professional services

Section 5 - Duties of Officers and Chairs

- A. At the beginning of each term of office, new Board members will receive written guidelines and pertinent records describing the specific work handled by that officer. Any suggested revisions will be shared with the incoming President.
- B. Duties of President
 - Call and preside at meetings of the Board, Executive Board and regular League meetings
 - Plan meetings
 - Accept any grievances and present them to the Executive Board
 - Do the annual audit of the Treasurer's books
- C. Duties of Vice President
 - Assume duties of President in her absence
 - Select and coordinate scorekeepers
 - Act as By-Law Chair
 - Assist President in audit
- D. Duties of Secretary
 - Take and distribute minutes
 - Conduct correspondence as directed
 - Print and distribute League materials
- E. Duties of Treasurer
 - Transact financial business including all receipts and expenditures
 - Maintain financial records and reports
- F. Duties of Member-at-Large
 - Handle publicity
 - Coordinate social media posts
 - Coordinate maintenance of website
 - Act as Liaison between the Executive Board and all divisions
- G. Duties of Scheduling Chair
 - Establish Roster
 - Setup schedules for League singles and doubles matches
- H. Duties of Tournament Chair
 - Organize and oversee the tournaments sponsored by the League
 - Responsible for final decisions relating to tournament
- I. Duties of Awards Chair
 - Selection of awards
 - Organize awards program for the closing event

Section 6 - Quorum - A quorum shall consist of 2/3 of the members of the Executive Board.

Section 7 - Voting and Arbitration - The Executive Board acts by a vote of 2/3 of the members present.

LEAGUE RULES

General

1. All play shall follow the rules of the USTA when not consistent with these by-laws.
2. Proper tennis attire should be worn at all League play.
3. The League will be organized into the number of ability level divisions determined appropriate by the League Board.
4. Procedure for changing division assignments: Any singles player or doubles team who desires to appeal a divisional position will have the opportunity to do so once before the League's match cards are generated. Any member or team who elects to challenge upward shall notify the Scheduling Chair. Two potential opponents or teams will be named from the group into which the player or team is challenging. The person or team who challenges must win one of the two possible matches to be reassigned to the higher division.
5. **Playoffs** - The top 4-8 players or teams (as determined by seasonal records) in each division will be involved in a play-off at the end of the season to determine the top two players or teams who will be playing in the final tournament. The size of the division will determine the number of players in the play-off, as follows: 9-19 players in a division, at least 4 players in the play-offs; 20-25 players in a division, at least 6 players; 26 or more players in a division, at least 8 players; 8 or fewer players in a division, discretion of the Tournament Chair.
6. Assignment of divisions:

A) Singles

- New League members will be assigned to a division by the League coach.
- The winner in each divisional final tournament will be assigned to the next higher division for the following season.
- All other League members will automatically be assigned to the same division, with the right to challenge for reassignment to a higher division or to request reassignment to a lower division. Anyone with a 6-0 record has the option of moving up a division without challenging.
- All players who finish with a 0-6 record (forfeits included) will drop one division. At the discretion of the Board and coach, this requirement may be waived if matches are deemed to have been competitive.
- Persons requesting to challenge to another division shall notify the Scheduling Chair by written notice prior to registration deadline.
- Any member who requests reassignment to a lower division must notify the Scheduling Chair before schedules are prepared.

B) Doubles

- New League members (meaning any new combination of players) will be assigned to a division by the League coach. If a team is composed of players from 2 different divisions that team will be assigned to the higher division.
- The winning team in each divisional final tournament will be assigned to the next higher division for the following season.
- The runner-up team in each divisional final and all other teams will automatically be assigned to the same division for the following season even if an individual of

the team moves to a higher division in singles. Any doubles team with a 6-0 record during the regular season has the option of moving up a division without challenging.

- Any team finishing the season with a 0-6 record (forfeits included) will be assigned to the next lower division. At the discretion of the Board and coaches, this requirement may be waived if matches are deemed to have been competitive.
- Teams requesting to challenge to another division shall notify the Scheduling Chair by written notice prior to the registration deadline.
- Teams requesting reassignment to a lower division must notify the Scheduling Chair before schedules are prepared.
- Players may play with multiple partners however not in the same division.

Scheduling Matches

1. Members are to schedule their own match times. Each will receive a list of opponents. The results of these matches will determine League standing for tournament play.
2. When scheduling a match, upon the first attempt a date should be set. If after the second attempt has been made with no definite date set, the calling party is awarded the match by forfeit.
3. After 15 minutes past the agreed time for a match to begin, the late player must forfeit the match. If a situation arises where a player cannot keep a scheduled match date, then the player should immediately call her opponent and reschedule the match. If, however, the same player cannot keep the second match date or if a new date cannot be agreed upon, then she forfeits the match unless the players mutually agree otherwise.
4. Scores of all matches must be reported by both winner and loser. Any scores not reported by the deadline may be considered a loss by both.
5. A member who fails to complete at least 80% of her schedule may be ineligible to participate in the following season. Singles and doubles will be considered as separate schedules. If extenuating circumstances prevent any player from meeting this requirement, and she wishes to retain her membership, she must promptly:
 - Notify her scorekeeper
 - Notify her opponents
 - Send a written explanation to the Scheduling Chair which will be reviewed by Executive Board

Playing

1. No coaching at any time during a match.
2. No children or pets on the court during a match.
3. All practice, including service, must be done before the first point is played. The warm up taken should be a maximum of 10 minutes.
4. Spin a racquet to determine server and side.
5. All players should keep track of the score. The server should call out the game score at the start of each game and then the score of each point. If there is a disagreement on the score, the server's score prevails.

6. Play a 2 out of 3 set match. At 6-6, play a 7 out of 12 point tie-breaker. (the tie breaker rules follow these League rules). 7 point tie break win by 2.
7. Try to avoid returning an out serve over the net as a courtesy to your opponent.
8. Player makes calls on her own side of the net. No matter how obvious it is to a player that the opponent's ball is out, the opponent is entitled to a prompt audible or visible out call. If any part of the ball touches the line, the ball is good. A ball 99% out is 100% good. If you are not sure, you must give the benefit of the doubt to the opponent.
9. A player on the court may call a let when a ball from another court interferes with play. The call must be made as soon as the ball is on the court (not at the conclusion of the point).
10. No player may strike the ball until it has crossed the net. Follow-through across the net is legal.
11. A player loses the point if she or her racquet (in her hand or otherwise) or anything she wears or carries touches the net at any time while the ball is in play.
12. A player loses the point if the ball touches her or her racquet before it hits the surface beyond the boundary lines of the court (providing the ball is not kept in play).
13. If a ball hits the ground within the proper court and bounces back over the net, and the player whose turn it is to strike reaches over the net and plays the ball, provided that neither she nor any part of her clothes or racquet touch the net, the stroke is valid.
14. Only the player making the shot may call a carry, tip or double bounce
15. Players are reminded that foot-faults are illegal. After several repeated warnings are given regarding foot-faults, the opponent may feel free to draw the server's attention to the flagrant violation and call for a fault.
16. Ten minute rest is allowed between the second and third sets. There should be no rest between the first and second sets. It is permissible to towel off between games and/or have a drink when changing court ends (without lingering).
17. If repeated improper calls are questioned, a referee mutually agreed upon may be requested, or if a referee is not available, the match may be discontinued, rescheduled by the President with a referee, and replayed in its entirety.
18. A match in progress shall not be halted for any reason other than rain or darkness, at the discretion of either or both players. When resumed, it is recommenced at the exact score at which it was interrupted. Once the match is in progress, if one of the players must discontinue play for any reason, that player must forfeit the match.

Out of Service

1. Switch sides after every odd numbered game.
2. In singles, if a player serves out of turn, any point thusly played stands, and position is rectified for the next point.
3. In singles, if opponents change courts incorrectly, any points thusly played stand, and the point in progress is completed. Position is rectified for the following point, in accordance with the score.
4. In doubles, order of service and court side for receiving may be changed between sets.
5. In doubles, if a player received service in the wrong court, all points thusly played stand and the game in question is completed. Correct positions are resumed for the following game.