



## Memorandum of Discussion

### ACBL Unit 174 Board of Directors Meeting

January 3, 2011

### Houston Bridge Studio

#### Call to order

The meeting was called to order at 7:02 pm. Present were Paul Cuneo-President, Bob Dowlen-Vice-President, Beverley Cheatham, Chuck Ensor, Jolie Hess, Kathy Hughes, Karen Nimmons and Joyce Ryan.

Also present for part of the meeting was Bert Onstott – District 16 Representative.

#### Minutes of Previous Board meeting

Secretary

The minutes of the December 6, 2010 meeting were approved.

#### Treasurer's Report

Paul

#### Monthly Financials

In Jim Woodward's absence, Paul distributed the final December 6, 2010 Financials, preliminary December 31 financial statements and the 2011 proposed Budget. The final December 6, 2010 statement included several deposits that had been excluded. The preliminary December 31, 2010 Financials do not include a number of holiday party reimbursements and the typical year-end entries. The final December 31 financial statements will be presented in February.

Transactions of note are \$6,744 in advance expenses for the January Regional included in Other Assets-Prepaid Expenses. The Unit was reimbursed \$321 from the ACBL Co-op advertising program. Payment was made for supplies of \$1,742 for supplies and \$622 for new card tables.

The 2011 proposed Budget included February Regional and April Sectional budgets based on proposed budgets. The June Sectional is projected from the 2008 Bryan/CS Sectional. August and October Sectionals project losses are based on historical costs on the assumption that some variant of \$5 entries would be used. Major charges in 2011 include estimated directory costs of \$4,200 and accounting costs of \$3,500 for the audits of 2009 and 2010. The 2011 Budget projected loss is in response to the Board's decision to return the NABC funds to the membership over the two year period.

**Motion: That the December 6, 2010 Financial Statement and the 2011 Budget be accepted.**

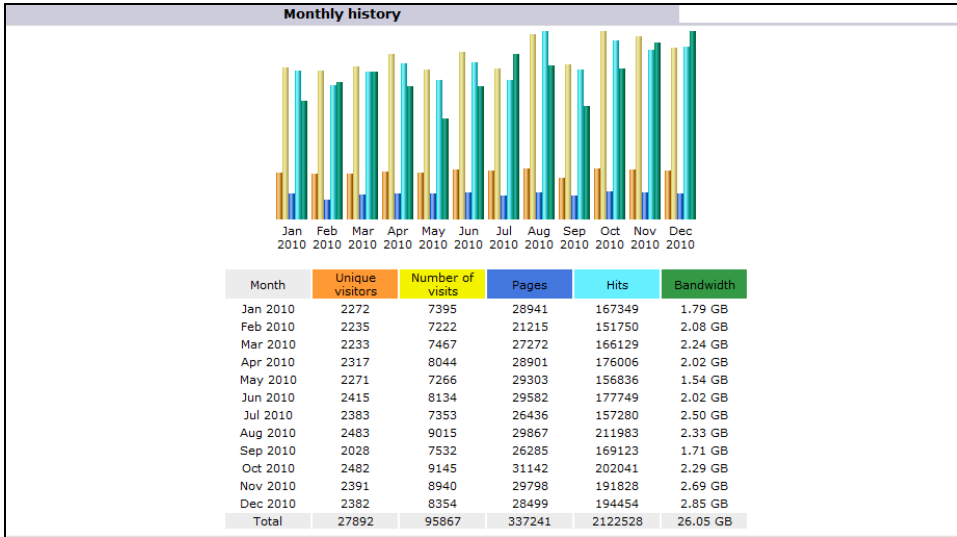
The motion was seconded and approved.



Unit web site

Here are December's numbers:

Summary					
Reported period	Month Dec 2010				
First visit	01 Dec 2010 - 00:38				
Last visit	31 Dec 2010 - 23:39				
	Unique visitors	Number of visits	Pages	Hits	Bandwidth
Viewed traffic *	2382	8354 (3.5 visits/visitor)	28499 (3.41 Pages/Visit)	194454 (23.27 Hits/Visit)	2.85 GB (357.57 KB/Visit)
Not viewed traffic *			19911	21751	379.30 MB



The registration of the District domain name (d16acbl.org) has been transferred from AIT to JustHost.

District 16

No news.

On-line Partnership Desk

Here are the numbers on the partnership desk for this month:

Total number of registrants:	513
Number of registrants who registered in the past month:	26
Number of requests submitted in the past month that have 'open' status:	28
that have 'filled using this system' status:	3
that have 'cancelled by user' status:	42
that have 'request expired' status:	6
that have 'request filled outside this system' status:	2
Total:	81
Number of open requests for events in the past:	304

Unit Directory



Bert gave a report on sold ads, formatting the member roster for the directory and he will have printed copies ready for the regional. It was decided that there will be 1000 copies printed and there was a discussion about on-line advertising.

## **Grand National Teams**

Both the on-line and paper flyer have been developed. He printed 500 copies of the paper flyer and posted the on-line flyer on the web site.

## **STaC**

He put a flyer on the web page for the STaC.

## **LSR Restaurant Guide**

He is updating the Restaurant guide making changes Bob has recommended.

## **Old Business**

### **Education Report**

**Joyce**

#### *Book Sales:*

December: Betsy Dubose 10 books, Joyce Ryan: 22 books, Barbara Peck: 3 books and 3 cards.

#### *Year Summary for Book Sales*

During the year 2010 the invoices to teachers for book sales totaled 58. I was recently asked why the unit offers this service to our teachers. This program was begun in Houston by Betty Starzec as a way to serve our teachers. By supplying the books to unit teachers we buy the books in bulk for half price and provide the books at cost. The program basically costs the unit nothing but offers teachers a substantial savings. Anything the unit can do to support the teachers translates into unit membership growth.

I have served as book coordinator and Unit Education Liaison for 8 ½ years (2 ½ years before becoming a board member).

#### *Novice Newsletter:*

The January novice newsletter again focused on playing in the 0-20 and 49er games at the regional.

### **2011 Regional**

**Paul**

Paul reported that the Restaurant Guide is being updated and Karen Nimmons reported the event naming that is still available. The Board discussed the pros and cons of offering concession stands at the Regional tournament. No motion was made to change the plan to provide free coffee as advertised on the Regional flyer. The request by a Massage Vendor was also discussed.

### **NAP/GNT**

**Robert/Beverley**

#### *NAP*

The qualifying teams for the NAP were contacted and lists of teams that will attend the Austin Sectional on January 8<sup>th</sup> have been prepared for Flights A, B & C.

#### *GNT*



The flyers for the GNT have been prepared and are ready for distribution. They will be present at the Regional. Scott Humphrey has agreed to direct. A contract has been sent to Houston Bridge Studio. A copy of the flyer has been sent to Mary Jane Kinnebrew and Chuck Michalski for newsletter publicity, and to Joyce Ryan to ask teachers to encourage students to form teams. Sent copy to Jim Bauer for ACBL to issue to all Unit members.

### **Supplies/STAC**

**Robert/Chuck**

Chuck reported that the year-end inventory was taken of the supplies in December. Card tables and Regional Gifts have been ordered. Also all supplies would be replenished before the Regional tournament. Chuck has purchased a handcart for use during tournaments.

All Unit 174 Clubs have been notified of the STAC. Peter Marcus will be the Director and the local rules have been communicated to him.

### **Awards**

**Karen**

Karen reported that the Awards are up-to-date.

### **Clear Lake Sites**

**Chuck/Bob**

Continued contacts will be made with the South Shore Harbour Hotel as potential Sectional site during the year of 2012.

### **Unit Calendar**

**Jolie**

Printed copies of the Unit Calendar were distributed. There was discussion about changing the January 17<sup>th</sup> date and the May 19<sup>th</sup> date due to conflicts.

## **New Business**

### **June Sectional**

**Bob**

Bob presented the budget for the Bryan/College Station June Sectional.

**Motion: That the budget for the June Sectional be accepted.**

The motion was seconded and approved.

### **Marriott Contract Extensions**

**Paul**

Paul reported the need to contact Marriott to discuss terms for a year extension to the contract to maintain the 5-year commitment.

## **Executive Session**

The Board was in Executive Session for 10 minutes.

## **Future Meeting dates**

The next board meeting will be February 7<sup>th</sup>.

## **Adjourn**

**Motion: That the meeting be adjourned.**



The motion was seconded and approved at 8:10 pm.

Respectfully submitted

Beverley Cheatham

Secretary

