



## Memorandum of Discussion

### ACBL Unit 174 Board of Directors Meeting

July 7, 2014

### Houston Bridge Studio

#### Call to order

Beverley Cheatham

Beverley Cheatham, president of Unit 174, called the meeting to order at 7:00PM.

Directors present were: Bob Armstrong, Beverley Cheatham, Chuck Ensor, Kathy Hughes, Daniel Jackson, Tom Martinsen, Bill Riley and Nancy Strohmer. Gary Hercules, treasurer for Unit 174, and Paul Cuneo, vice president of district 16 and tournament site coordinator for Unit 174, were present. Rhonda Bryant did not attend the meeting.

#### Approval of minutes

Bob Armstrong

Bob had emailed copies of the June minutes to the Board members.

**Motion: That the June Minutes be approved.**

The above motion was made by Chuck Ensor and seconded by Bill Riley. The motion was approved by all present.

#### Treasurer's Report

Gary Hercules

Gary Hercules had emailed copies of the financial statements prior to the meeting.

**Motion: That the June Treasurer's report be approved.**

The above motion was made by Chuck Ensor and seconded by Bill Riley. The motion was approved by all present.

Gary read a letter from the IRS which stated that the \$4600 charge had been abated and the balance was \$0.

Gary then stated that we needed to change the address of our agent, Jim Woodward, with the State of Texas. This required current addresses and the signature of Beverly Cheatham, Unit President.

Gary referred to an earlier letter from the IRS in which they said we were submitting tax returns using a name that was different than what they had on record as the name associated with our Tax ID Number. A new Tax ID Number was issued by the IRS using the name we have used in the recent past. Gary requested that the IRS simply change the name on the original ID



Number and the IRS responded that they would do so. It was then pointed out that the Preamble to the Unit bylaws also had incorrect information regarding this issue. Beverley Cheatham asked Bob Armstrong to look into the matter.

Gary then described an issue where a director had requested for reimbursement for a Christmas Party after the date of January 31, in the guidelines and without receipts as specified in the guidelines. It was pointed out by multiple board members that this had become an issue with this director in multiple years.

**Motion: That the request made without following the guidelines for reimbursement be denied.**

The motion was made by Chuck Ensor, seconded by Bill Riley and approved by all present.

## **District Report**

**Paul Cuneo**

Paul presented a report of the District 16 Meeting held on July 5, 2014.

- Development of ACBL Score II has suffered a setback and the contractor has been discharged. ACBL will now manage the project in-house with staff supplemented by individual contractors. No date has been published for it to be released,
- Nancy Strohmer announced the 7 charities that will be receiving awards this year. Several are from Houston.
- Robert Morris reported on the Youth Bridge Camp recently held here. 13 of the top young players attended. Robert thanks everyone for their support.
- The recommends that Open Pairs events play 26 or 27 boards per session at its tournaments. The tournament chairs should discuss the number of boards to be played with the tournament Director in Charge (DIC) well in advance of the tournament so that schedules may be adjusted if more time between sessions is required. In the end, the sponsor of the tournament makes the decision.
- This District will pay for Fast Results at Regional tournaments and recommends the Units utilize Fast Results at Sectionals. Tournament Chairs should discuss with the DIC,
- Units are allowed to invite other units to join their STAC tournaments. Restrictions will be placed on this similar to scheduling restrictions for Sectional tournaments. To add a Unit to a STAC requires approval of the respective Boards and Scott Humphrey.
- GNT subsidies from the District were increased to \$2000/team plus entry fees.

## **Old Business**

### **LSR 2015**

**Beverley Cheatham / Nancy Strohmer**

Nancy reported that we would have a Retirement Celebration for Su Doe at LSR 2015. Kevin and other directors will say something about her. She then discussed the various choices for prizes and registration gifts at LSR 2015. She asked that the board be ready to select from the choices discussed so that they may be ordered in a timely fashion.



## **June Summer Sectional**

**Nancy Strohmer/Bob Armstrong**

Nancy reported on the final results. The table count was 682½, up from 650 in 2013. The feedback on issues included a revised smoking area, the side doors being available for entry during the tournament, the need for better sound system in the foyer, improvement in the on-line results timeliness and fragrances. There was a brief discussion about who was responsible for intervention when a fragrance issues arose. It was agreed that the tournament chair was responsible.

## **August 4-day Sectional**

**Beverley Cheatham / Daniel Jackson**

Beverley reported that everything was on target and she and Daniel had divided the various tasks. Kathy Hughes report that speakers have been identified. Nancy Strohmer agreed to announce the slate of speakers in the next "Instant Contact".

## **November Sectional**

**Chuck Ensor / Rhonda Bryant**

Chuck said everything was on target. He still needed to confirm the cut-off for special room rates at the hotel. The current price is \$115 which includes 2 free breakfasts and \$105 without breakfast.

## **November, 2015**

**Paul Cuneo**

Paul reported on two options for the event; the Marriott on the sanctioned date or the Sam Houston Race Park on November 20 and 22. The only conflict is a non-Life Master tournament is San Antonio which Scott Humphrey said is no problem. The Race Track is slightly more expensive but it is on the north side. The Board would be responsible for setting up the tables and taking them down at the end.

**Motion: That Paul Cuneo is authorized to enter into a contract on behalf of the Board with the Sam Houston Race Park.**

The motion was made by Chuck Ensor, seconded by Bill Riley and approved by all present.

## **GNT / NAP**

**Tom Martinsen / Bill Riley**

Tom reported Bridge Sites are lined up for the NAP November 1<sup>st</sup> and 2<sup>nd</sup>. Tom Marsh will be the director. The GNT will be February 22, 2015.

## **Unit Storage**

**Tom Martinsen**

Tom reported that we had replaced 4 of our worst carts. He asked if there was any appetite for doing more. The general opinion was with an identified supplier and pricing we should have others made but wait on a final decision until after the August Sectional. At Daniel Jackson's request Tom agreed to schedule the delivery of the needed supplies for the August Sectional on Wednesday, August 6<sup>th</sup>.

## **2015 I/N Sanctions / UNIT Championships**

**Chuck Ensor**

For the 2015 I/N, Chuck reported that he had been able to set of 3 Dates BCOH and 3 for Houston Bridge Studio. Now that the date for the tournament has been set, he will give alternative dates for the other two Bridge Studio dates. He had not set any dates for the Unit Championships but planned to do so during the next month.

## **UNIT supported Lessons**

**Chuck Ensor**

Chuck reported that Shawn would like to hold it the last week in September. An alternate date could be November 15<sup>th</sup> and 16<sup>th</sup> which would be the same dates as the Tyler tournament.



That would not be considered a conflict since we can hold lessons the same dates as District Sectionals. A decision on the date needs to be made to leave enough time to advertise and sell tickets.

### **District Charity Committee**

**Nancy Strohmer**

Nancy reviewed the procedure and guidelines for selection of recipients of the grants. The committee was allowed to distribute \$30,000 to no more than 7 charities. There were 31 requests for the committee to review. Based on presentations by the charities, the board selected 7 of the charities deemed most worthy. Two of the seven charities received \$2,500 each, while the other five received \$5,000 each. Three of the seven were from Unit 174.

### **Whirlwind Bridge**

**Beverley Cheatham**

Flyers were still being printed. Nancy stated that the word was already out and her phone and email was loaded with messages from people expressing interest. Already have 4 people who have signed up for the session. Others have asked if they can bring a group so response is already good. The date is set for Saturday, September 6th at SOSA. Kathy Hughes is preparing the package to give to the attendees. Beverley asked that information be sent to teachers and club managers for the dates they will hold their lessons. Beverley asked that the lapel microphones be available. We will also need a screen and a projector. We have the screen but no projector. Beverley asked Tom Martinsen to arrange for a projector.

### **YAHOO Group and Google Drive**

**Daniel Jackson**

Daniel asked that the June Sectional report be placed on the Google Drive.

### **Selected Areas of Interest for 2014**

**Beverley Cheatham**

Chuck Ensor asked if there had been any progress on Board group visits to various clubs. Beverley said nothing was in place at this time. There then followed a discussion about a club within the Unit which is having some difficulties. Paul Cuneo reminded the Board has no jurisdiction over the clubs.

## **New Business**

### **Replacement for the Bunns**

**Beverley Cheatham**

The issued was tabled for one more month

### **Request for Directors Test**

**Beverley Cheatham**

Bob forwarded an email from Sandie Murphy of Bryan/College Station stating that she would like to take the test and requested that the test be sent to Richard Duble who would administer the test.

**Motion: That the request to have the Directors Test be sent as requested.**

The motion was made by Chuck Ensor, seconded by Bill Riley and approved by all present.

**Motion: That the Board meeting be closed and move to executive session be approved.**

The motion was made by Nancy Strohmer and seconded by Chuck Ensor. The motion was approved by all present.



## Executive Session

The board was in executive session for 40 minutes.

## Future Meeting dates

The next Unit Board meeting will be held on Monday August 4<sup>th</sup>, at 7:00 PM at Houston Bridge Studio.

## Adjourn

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

The motion was made by Bob Armstrong, seconded by Nancy Strohmer and approved at 8:36PM.

Respectfully submitted,

Bob Armstrong, Secretary

