



Memorandum of Discussion

ACBL Unit 174 Board of Directors Meeting

June 5, 2017

Westside Bridge Academy

Call to order

Bill

The meeting was called to order at 6:56 pm. All directors were present - Bill Riley, Ken Hudson, Lauri Laufman, Nancy Strohmer, Dianna Gittelman, Daniel Jackson, John Caudill, Nancy Guthrie and David Henke. Also in attendance was our Treasurer, Gary Hercules.

Approval of minutes

Lauri

The May Board meeting minutes were submitted.

Motion – Nancy Strohmer made the motion to approve the May meeting minutes as presented.

The motion was seconded by John Caudill and approved by all.

Treasurer's Report

Gary

The May financial report was not presented because it is awaiting verifier approval. He is out of town so this has been tabled until the July meeting.

Gary submitted the Unit's tax return via email for all to review and requested it be approved during the meeting.

Motion – Lauri Laufman made the motion to approve the tax return as presented.

The motion was seconded by Nancy Strohmer and approved unanimously.

Old Business

October Sectional - 2017

Dianna



Dianna presented the flyer for editing. The October Sectional budget was tabled until the next meeting as we need to add Regional Sanction estimates in.

ACTION ITEM: Bill Riley will update the budget worksheet template to account for this additional line item option.

After discussion about how much candy to budget for this sectional, it was agreed that the candy allowance for tournaments moving forward will be \$100 per day.

ACTION ITEM: Bill Riley will add the candy allowance of \$100/day at tournaments to the procedures manual.

2018 LSR

Bill

Budget was presented by Bill and a few key points discussed.

Motion – Lauri Laufman made the motion to approve the LSR 2018 budget.

The motion was seconded by Nancy Strohmer and approved unanimously.

We will be planning to include a Director's class over the weekend prior to the Regional at the Marriott.

In addition, Bill proposed we offer a hand review daily Tuesday-Saturday following the afternoon session tailored for our I/N's in the Rosegarden. Session will be short, 15-20 minutes.

June, 2017 Sectional

John

Sectional is this coming weekend and John is ready to go.

August 2017 Sectional

Lauri / Nancy G

Flyer was sent to ACBL and approved late last week. It has since been posted on the Unit, District and ACBL websites plus we have printed 500 copies to start distributing.

Speakers have been secured for all 3 days – Joyce Ryan, Betty Starzec and Mildred Breed.

Next up:

Deciding on particulars by way of hospitality and any other events during the sectional Confirm dates with head caddy or John if he coordinates this.

Advertising – Lauri will contact Ira tonight with regard to placing a 1/2-page ad in the next issue of the Scorecard. She will also coordinate scheduling e-mail notifications with the ACBL after the June Sectional.



Committee Reports

1) Marketing Committee

Nancy S / Paul Cuneo

No meeting has been held since the last report shared.

Nancy Strohmer reminded everyone about promoting The Longest Day Event and attending – not only a great way to promote bridge while raising money for Alzheimer’s disease care and research, but it will also be fun and includes both Mini-Bridge and Rubber Bridge at Memorial City where the event will take place on June 24 at Memorial City Mall near the skating rink.

2) Website and Information Committee Report

Nancy S

The next meeting will be in July sometime.

Both Apple DBC scores are no longer being posted to the Unit’s site but they are included with a link on our scores calendar for members to easily locate those recaps. In addition, Apple has a link making getting back to our Unit website simple too.

It was noted that as a result of this change, there has been a decrease in the number of people visiting the unit website.

3) Club Connection

Bill

Bill would like us to include the clubs in Galveston and the Bryan/College Station area on our list to visit.

Unit Partnership Desk (Update)

Bill

Release date is still pending completion.

Procedure Manual (Update)

Bill

Bill and Daniel are continuously working to keep the manual current.

The \$100/day candy budget for tournaments will be added into the manual.

New Business

Bidding Box Refurbishing (Update)

We have secured a cost of \$500 to clean the bidding boxes and an estimate of \$240 for transportation of the carts.

Motion – John Caudill made the motion to approve a budget of up to \$800 for this project.

The motion was seconded by Nancy Strohmer and approved unanimously.



New Playing Cards (and Boards)

Bill

The board unanimously agreed via email prior to the meeting to securing 96 dozen decks of cards at an estimated cost of \$2000. At the meeting, Bill confirmed the purchase had been made and cards will be here for the Sectional this weekend.

In addition, Brigitte Sandifer has agreed to check out the boards on Saturday during the Sectional and pulling any decks out of those in need of replacing

April 2018 Election Sectional

Bill

The Marriott has advised us they will not be able to accommodate us for our previously agreed upon dates and will need to switch the dates. Most likely this will end up being the first weekend of May – but we may have a coordination issue with district and district qualifying GNT event usually held at this sectional.

Unit Charity – S.E.A.R.C.H.

Nancy S.

Our Unit Charity Games this year will benefit S.E.A.R.C.H. Nancy will be scheduling these 4 dates in 2017 and they will be posted once secured.

Board Positions

Bill

Bill sent the list of positions for the UNIT and assignments. The board agreed to eliminate the positions of New Player Coordinator as it overlaps I/N coordinator and the Goodwill chair. The board will be requested to write job descriptions for a number of positions not in the current procedure manual.

Printing

Nancy

Printing pricing by Speedy Printing was presented to the board for review which included very aggressive color copy and display poster pricing. We agreed that our Office Depot cost for black and white copies at \$.025 per copy is still better and thus we will use them for those.

Motion – John Caudill made the motion to accept the contract prices offered and that we use Speedy Printing as our primary provider for these services except for black and white printing.

The motion was seconded by Ken Hudson and approved by all.

I/N Material

Bill

Bill congratulated Nancy on the new I/N packets and for all she has done to ramp up as our new I/N Coordinator.

NAP District Qualifier

John

John Caudill shared a note from D16 NAP Chair Roxie Tom who wants to confirm where and when our Unit qualifier will be held.



Motion – David Henke made a motion to have John Caudill empowered to negotiate with Beverly Cheatham at BCOH for time, dates and cost for this event.

The motion was seconded by Nancy Guthrie and unanimously approved.

Executive Session

The Board went into an executive session from 8:58pm to 9:05pm.

Future Meeting Date

Next board meeting is July 10 at 9:30am at Tracy Gee.

Adjournment

Motion: A motion was made by John Caudill that the meeting be adjourned.

The motion was seconded by Ken Hudson and approved.

The meeting was adjourned at 9:08pm.

Respectfully submitted,

Lauri Laufman, Secretary

