



Memorandum of Discussion

ACBL Unit 174 Board of Directors Meeting

March 6, 2017

Tracy Gee Community Center

Call to order

Bill

The meeting was called to order at 9:27 am. Directors present were: Bill Riley, Dianna Gittelman, Daniel Jackson, Dan Leightman, Ken Hudson, Nancy Strohmer and John Caudill. Director absent - Bob Armstrong. Also present were Gary Hercules, Karen Nussbaum, Evvie Gilbert, Joan Pleason and Jolie Hess.

Discussion Topic

Joan

Joan Pleason wanted to describe an incident that occurred at a local club. She was told by Dan Morse to bring it to the board. She acknowledged that Bill Riley and the club manager had told her that the board did not have jurisdiction in this particular issue. The Board heard her and advised that she submit her complaint to the recorder of the unit, Bob Dowlen. It is his responsibility to determine whether it should be forwarded to the Ethics committee for further action.

Approval of minutes

Bill

The February Board meeting minutes were submitted.

Motion – Nancy Strohmer made the motion to approve the February meeting minutes.

The motion was seconded by Dan Leightman and approved by all.

Treasurer's Report

Gary

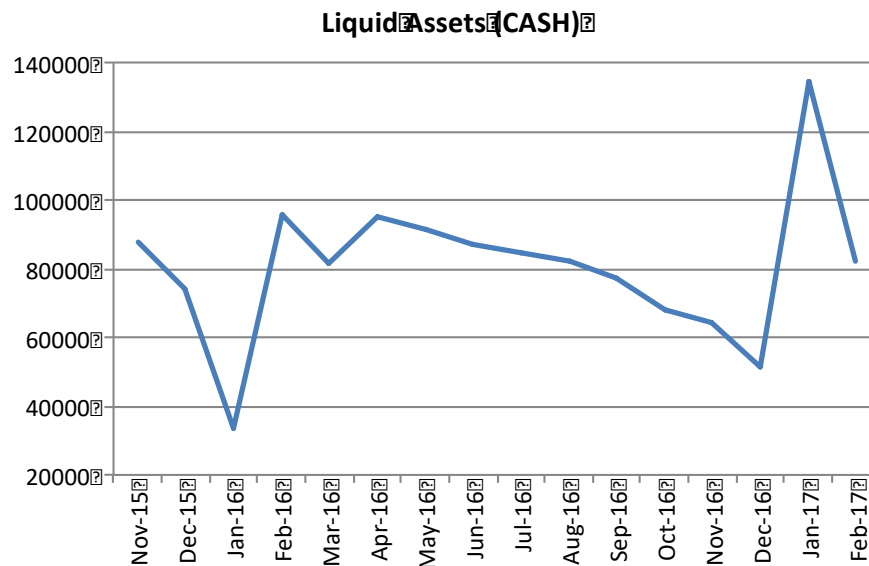
Gary completed and submitted December, January and February financial statements to the Board. All have been reviewed and approved by the Verifier.

Comments regarding the financial statements were:



Discussion Points of December report

1. December end of year financials – normal year-end accruals were made to recognize expenses for the 2017 LSR. The 2016 Sectional tournaments lost \$15,440.
2. The Unit had a net loss of \$8,881 overall in 2016.
3. Kevin Perkins, the Director in Charge of the 2016 LSR did a wonderful job in ensuring expenses were as low as possible and in fact the director expenses were less in 2016 than in 2015 despite increases in session charges and sanction fees.
4. Total liabilities and equity as of 12/31/2016 was \$85,356.41.



Discussion Points of LSR 2017

1. Due to less net income from the 2017 SLR, the Board will need to review and update budgets for the 2017 Sectional tournaments. The June sectional entry fee on Sunday had already been increased.
2. The 2017 LSR had a profit of \$7,458 less than the 2015 tournament due to additional expenditure for temporary lighting, higher printing costs and 200 fewer tables played.
3. There was an issue with the gift cards purchased for the speakers – the board suggested that going forward the tournament director be responsible for the gift cards.

Jolie Hess made a presentation to the Board and wished her comments to be copied into the Board Minutes. They are attached to the end of the minutes.

Discussion points during the prepared remarks included:



1. Jolie Hess was asked who had brought this to her attention. She responded Dianna Gittelman.
2. The budget of the Unit Reserve amount was discussed in the Yearly Planning Session. In the 2016 Planning Session a reserve year-end target of \$75,000 was approved.
3. Daniel Jackson commented that board had made a conscious decision to spend down the budget.
4. Bill Riley expressed concern of the rumors that he has heard at local clubs recently that the unit was in financial crisis. The board agreed that the Unit is not in a financial crisis. The unit Financials are in line with our targets and the Treasurer does a great job of reporting and explaining financials and attends and participates in the BOD monthly meetings. Each year in the Yearly Planning Session, targets and budgets are set and reviewed and approved.

Motion – Daniel Jackson made the motion to approve the December financial statements.

The motion was seconded by Lauri Laufman and approved unanimously.

Motion – John Caudill made the motion to approve the January financial statements.

The motion was seconded by Dianna Gittelman and approved unanimously.

Motion – Nancy Strohmer made the motion to approve the February financial statements.

The motion was seconded and approved unanimously.

District Report

Paul Cuneo

The next district meeting is at the July regional. No report submitted.

Old Business

2018 LSR

Bill/Daniel

Evvie Gilbert spoke to the Board regarding the Swiss Team Schedule for Unit 174 hosted tournaments. Evvie sent an email to the large clubs in the Unit asking if they would have an interest in asking the Board to reschedule Swill events. The main issue with this year's schedule was the Swiss team events beginning at 2:30 and 7:30 PM. Playing after dark does not allow participation due to many players unable to drive after dark. Also, evening event one day and morning event the next prevented many who are not staying at the venue adequate rest between the games. Her request to the Board to hold all two-session Swiss team events at 10:00 AM and 2:30 PM for any Unit hosted tournament. This request came with 203 Unit members signing petitions supporting this practice. The Board thanked Evvie for gathering and presenting this information. The information



Evvie presented supported the survey taken of the Unit members. This information will be used in setting the schedules for the upcoming Board sponsored tournaments.

Proposed 2018

		Mon 1/29		Tues 1/30			Wed 1/31			Thurs 2/1			Fri 2/2			Sat 2/3			Sun 2/4	
		10AM	230PM	10AM	230PM	730 PM	10AM	230PM	730 PM	10AM	230PM	730 PM	10AM	230PM	730 PM	10AM	230PM	730 PM	10AM	TBA
PAIRS	Charity A/X/Y	█	█																	
	Champion ship						█	█		█	█									
	A/X/Y Pairs									█	█								█	█
	A/X Pairs			█	█								█	█		█	█			
	Mid-Flight Pairs			█	█								█	█		█	█			
	Gold Rush Pairs	█	█	█	█		█	█		█	█		█	█		█	█			
	Morning Side			█			█			█			█			█			█	
	Afternoon Side				█			█			█			█			█		█	
	Evening Side					█			█			█			█			█		
TEAMS	Bracketed KO#1		█	█	█															
	Bracketed KO#2					█	█	█												
	Bracketed KO#3								█	█	█									
	Bracketed KO#4											█	█	█						
	Bracketed KO#5												█	█	█	█	█			
	Bracketed Swiss	█	█	█	█		█	█		█	█		█	█		█	█			
	Single Session Swiss				█			█			█			█			█	█		
	A/AX Swiss																		█	█
	Bracketed Swiss <2500																		█	█
	INT/NC	0-5 pairs	█	█	█	█		█	█		█	█		█	█		█	█		
0-49 pairs		█	█	█	█		█	█		█	█		█	█		█	█			
0-299 pairs		█	█	█	█	█	█	█		█	█	█	█	█	█	█	█	█		



Bill presented a proposed schedule for the 2018 LSR and asked the Board members to review it and provide comments.

The Open Chair Championship game will be held mid-week rather than Saturday/Sunday at last year's tournament.

Most of the knock-Out games will be 3 session events.

Gold Rush Pair games every day

Bracketed Swiss Team event every day – Sessions will be AM and afternoon.

ACTION ITEM: Dianna will look for sponsors for the LSR.

Sponsorship for food or events similar to the sponsorship provided at the Kansas City Regional. Will have information at the next Board meeting.

A proposal was discussed to move the LSR 1 week earlier – advantages of this is there would be no competing regionals and the event would be held 2 weeks prior to the trade show at the Westchase Marriott. This proposal will be discussed with the Westchase Marriott representatives and result of this discussion provided at our next Board meeting.

April, 2017 Sectional

Nancy/Ken

All is going as planned and on schedule.

Nancy brought a tip jar that could be used for the caddies. The Board thought this would be a good idea to show gratitude for the hard work the caddies do. Caddy Chair to distribute tips based on number of shifts worked by each caddy.

Nancy also brought the suggestion box.

Nancy proposed a hospitality night for Friday after the second session and purchasing fruit from the Farmer's Market and providing Saturday to the hospitality desk. A proposed budget was presented for additional hospitality costs in the amount of \$294.00 for pizza, soft drinks/water, cups/plates and napkins and fruit.

Motion – John Caudill made the motion to approve the additional hospitality costs for the pizza night after Friday's second session.

The motion was seconded and approved by all.

Nancy will discuss this with Romy Bottelo at the pre-event meeting scheduled for Wednesday March 8th.

The Board Room has been reserved Sunday for election vote counting. Ken Hudson volunteered to supervise the count.

ACTION ITEM: Bill Riley will make copies of last year's board meeting, petition to be voted on by the members and Gary agreed to make the copies of the annual financial statement.

The petition voting process was discussed

Motion – Dianna Gittelman made the motion to have the vote counted for the petition done by standing up of the members present and counting heads.

The motion was seconded by John Caudill. The motion failed.



Motion – Dan Leightman made the motion to hold a paper ballot vote for approval of the petition to be voted on by the members.

The motion was seconded by Daniel Jackson and approved by all.

ACTION ITEM: Bill Riley to print petition ballot and make copies for the meeting.

Mini-McKenney awards Robert and Marilyn Vilyus (husband and wife) who were separated by a fraction of a point and would like both to receive a pin.

Motion – A motion was made for both Robert and Marilyn to receive a 2016 Mini-McKenney pin.

The motion was seconded and approved by all.

Dianna has purchased Life Master Plaques. There were 2 names that she was investigating before ordering those.

June, 2017 Sectional

John

John has prepared the final schedule. Final flyer not printed yet. There will not be a Mini-Bridge event at this Sectional.

August 2017 Sectional

Bill

Tournament Chair to be determined. Mildred Breed was scheduled to be the chair but she no longer is on the Board.

No other discussion was held for this topic.

Selected Areas of Emphasis for 2017/Board Assignments

Bill

Marketing Committee Report

Nancy and Paul Cuneo

The Marketing Committee Report as submitted by Paul Cuneo is as follows:

March 5, 2017
Marketing Committee

Both WBA and BCOH held well attended MiniBridge events in February and have events planned for March. BCOH had 7 people who came for MiniBridge enroll for a beginner lesson series which also started in February.

The Marketing Committee will be focusing on the April Sectional event, the Longest Day event and offering MiniBridge at summer camps for children.

If we can get into some summer camps, then we'd like to invite those participants and their parents to an event at the August Sectional.

The attached report from Gary Hercules shows that Marketing Committee expenses in 2016 were \$2786.32. Since we believe the expenses associated with the LSR were under \$500, we have enough to fund the April event in the original \$4000 budget the Board approved.

The \$1550 received from the ACBL Educational Foundation is specifically designated for after school programs and should not be considered as an offset against 2016 costs for the committee.



Website and Information Committee Report

Nancy

Website and Information Committee Agenda

March 4, 2017

Meeting notes in Italics

*Present: Carol Winograd, Bill Riley, Nancy Strohmer,
Daniel Jackson, Shawn Quinn, Bert Onstott*

1. Tools now in use on acblunit174.org
 - a. Google Analytics – *This has only been on the site for about a week. For the most part the only pages being viewed are the homepage and the scores page.*
 - b. Git, a version control system (VCS) for tracking changes – *This system makes it easy to reverse a change to the website if content is accidentally overwritten. It allows Carol to see all content added and provides backup for the site.*
2. Blog – view sample blog at <https://the-daily-162.ghost.io>
 - a. Do we want to have a blog? *Committee decided to try it, hoping it will be used by members*
 - b. Paid \$20/mnth v. free blog (Ghost v. Medium) *I opened an account with Ghost which I later learned was free for only 14 days. Shawn did a text post on Ghost in preparation for today's meeting. She will post her test content on Medium once I open that account. If it is as easy to post there as on Ghost we will use this platform since it is free. Medium has the right to distribute the content we add to the blog, which the group agreed was beneficial.*
 - c. Process to decide who can contribute content to blog – *I or later the editor will ask people to post, those mentioned by Shawn in addition to herself were Gary King, Eddie and Bob, Vinh, Joyce Ryan*
 - d. Creation of editor position- *I would like to find someone to take on this project. We agreed to "advertise" this position on our website.*
3. Consideration of WordPress or similar content management system
 - a. Contract with Just Host – *Unanimous agreement that we don't wish to pursue content management system. I will attempt to get money back. The unit paid \$599.*
4. Potential redesign---items for consideration
 - a. New look---giving the website a face lift-*Group open to the concept presented which is modeled after acbl.org. In addition what is seen in the mock up I plan to make the drop down menu appear as in acbl.org. See mock up at the end of this document.*
 - b. Removal of "Unit Playbill" – *will replace with About Us and this will link to page with board members and volunteers*
 - c. Addition of button that goes directly to the current month's score page – *group ok with this idea, not a high priority*



- d. Addition of content specifically geared to a brand new member or potential member – *discussed that Catherine Miller and her volunteers work with new members to orient them to all that is offered. More consideration at a later date.*
 - e. Redesign of bridge lesson page – *Bert showed how WBA divides their lesson offerings into Beginning, Intermediate, and Advanced. We decided to use 2 categories, combining Intermediate and Advanced.*
 - f. Other content/features desired – *No other ideas at this time*
5. Website volunteers- *will look to members to find volunteers, plan to advertise on our site.*
 6. Whether to hire a high school student to help maintain, update, make changes to the website – *This is possible but will see if we can find volunteers first.*

2017 Club Connection

Bill

No Board discussion was held for this area.

New Business

GNT Qualifier

John

The GNT qualifier was held Sunday February 26th starting at 10:30 AM at BCoH. Ten tables participated and the event lost \$170.00. The District will advise the Unit for next year’s requirements for qualifying events.

Bidding Box Refurbishments

Daniel

Discussion to be held on this item at next month’s meeting

Renewal of BOX contract

Daniel

Motion: A motion was made to approve the \$600.00 expense for the year for 912 BOX contract seats.

The motion was seconded and approved by all.

Marriott Points held for the Unit

Bill

Discussion was held that the Marriott points program is beneficial to the Unit, the program should continue and that the points should be held in the Treasurer’s name. The existing points held by Daniel Jackson on behalf of the Unit will be used at upcoming Unit sanctioned events to off-set the cost of purchasing hotel rooms.

Motion: That the Marriott reward points program for the Unit continue and that the points be held in the Treasurer’s name.

The motion was seconded and approved by all.

Purchase of Books for Newcomer Bags

Nancy



Motion: A motion was made to purchase 100 books for the newcomer bags by Nancy Strohmer.

The motion was seconded and approved by all.

Flyer Printing / Distribution

All

The Board discussed the number of printed documents / errors / updates and changes. The Board decided to streamline printing of documents using the Unit printer. Lauri Laufman or Bill Riley to take over printing Unit documents and utilize the Unit Printer currently residing with Bob Armstrong. Bill to notify Bob that either Lauri or Bill to take over responsibility of printing Unit documents. Also the Board will look into utilizing the ACBL benefits of printing documents at Office Max/Depot.

Unit Website Update

All

The Board received an email from the previous Unit Website Administrator.

ACTION ITEM: Bill Riley will draft a letter and circulate it to the Board responding to the email.

Executive Session

The Board did not go into executive session.

Future Meeting Date

The April Board Meeting will be held Monday April 17th starting at 7:00 PM at the Westside Academy.

Adjournment

Motion: That the meeting be adjourned.

The motion was seconded and approved at 11:45 AM.

Respectfully submitted,

Ken Hudson, Secretary

Jolie Hess's comments

Good Morning

As a long time member of Unit 174 and a Board Member for 9 years – yes 9 long years. I have always been interested in the Unit's welfare and have kept up with Unit's minutes and financials etc...

I know you have had some BOD's who had medical problems. But we have had no financials posted since Nov. 2016 on the website. And we went several



months with out having the minutes approved. This should not happen. As far as financials go we have been losing money the last few years. In 2009 we had \$134,000. It had dwindled down to \$88,000. In Nov of 2016 after this years regional we now have \$104,000. You might ask why do we need this much money?? T is possible to have a big loss on our regional –like due to really bad weather. Or some economic disaster. Hopefully we will have another NABC National in Houston soon. It takes money to host a NABC National. I am concerned about the losses at most of our Sectionals. I know we have said – it is okay to loose a little at the sectionals – 1,000 – 2,000, however in 2015 we lost \$14,834.00 on 3 of our sec. and made 783.00 in August. That chairman kept to a budget In 2016 we lost \$14,100, but did not furnish player meals in August. So it could have been a loss of \$20,000 on sectionals.

What can we do:

1. Keep Better Budgets
2. Free coffee cost - \$2,500. And \$5,000.
3. Some Directors rooms seem out of line – like from \$936.00 to \$1770.00 the next sectional.

Perhaps we need bigger budgets??? Or try to stick to the ones we have. So our P&L won't look so bad.

Jolie Hess

