

Calgary Duplicate Bridge Association
ACBL Unit 390
Board of Director's Meeting,
February 26, 2013
Quennell Residence, 58 Patrick View SW

Members Present:

Don Basarsky	Warren Richards
Emelie Quennell	Lou Sandmaeir
Brian Willett	Melissa Martin

1. Call to Order – Don Basarsky called the meeting to order at 7:33 pm
2. Approval of Agenda – Brian Willett moved to accept the agenda for the meeting and Lou Sandmaeir seconded. Motion carried.
3. Approval of January 15th meeting minutes:
 - a) Business Arising:
 1. Unit Website – are the officer designations updated? They are not. Emelie Quennell is to provide Brian Willett with a list of the serving officers so that this information can be brought up to date.
 2. GNT Policy/Guidelines on web page are incorrect – is this done? Warren Richards will address this in his director's report.
 3. Mentor/Mentee game – has this been set up? – Warren Richards and Emelie Quennell have been meeting to organize mentor/mentee games. It is likely there will be a Rookie/Master game at the North Calgary Ladies bridge club on April 23rd under the auspices of the Canadian Bridge Federation and ACBL.
 4. Canteen operator has been found by Don Basarsky. The lady who provided the lunches at the January sectional has agreed to continue to offer lunches and coffee service at upcoming sectionals.
 5. Have the Bridgemate agreements been amended? The secretary has prepared the 4 lease agreements that required addendums. All the club operators will sign them by the next meeting.
 6. Don has received the Ace of Club certificates to be given out to the thirteen category winners at the Annual General meeting.
 7. Has there been a response from Mr. Berglund. No response has been received.

Emelie Quennell moved to have the minutes accepted from the November 15th board meeting. Brian Willett seconded and the motion carried.

4. Director's Reports

A) Treasurer's Report – Melissa Martin circulated her treasurer's report. The unit currently holds assets of \$44,402. She and Don will meet to work on developing a budget to present to the membership at the AGM. Melissa will buy an external storage device for the Finance and Secretary positions to archive Unit 390 files on. Melissa moved to have her report accepted. Lou Sandmaier seconded. The motion carried.

B) Tournaments – Nancy Stewart was not in attendance but passed her report on to Don Basarsky. She has arranged for a Ken Scott and Chris Wuerscher to talk to the novices at the upcoming sectional. The clubs that will be providing BridgeMate will be contacted in advance of the tournament to ensure compliance. Brian Willett will bring the trailer and supplies to the sectional March 7, 8 and 9. Don Basarsky will send an email out to the members as a reminder of the event. Brian Willett moved to have the report accepted. Warren Richards seconded. Motion carried.

C) Special Events - Warren Richards clarified the CBF policy for reimbursement to members who represent Canada at international events. Below is a revised draft of Unit 390 GNT Subsidy Policy.

Unit 390 Travel Subsidy Policy 2012-2013

1. The top team in each category representing Unit 390 in the District (D18) GNT finals, if outside of the Calgary area, will receive \$500 in total for the team. In case there is no D18 Final event located outside Calgary or if the Final is held over the Internet, the Unit 390 subsidy may be added to the D18 subsidy up to a combined total of \$1,500.
2. If only 2 or 3 players are from Unit 390, then they get proportional amounts i.e. \$250 or \$375.
3. If less than half is Unit 390 members, no money is given.
4. Funds are given after players have competed in the event. They submit in writing to the ACBL Unit 390 Treasurer.
5. Funds could be raised by having special events, if required.
6. The policy will be reviewed annually for any changes as required.
7. The top team in each category representing Unit 390 in the NAOP final, if outside of the Calgary area will receive \$250 in total for the pair if both members are Unit 390

members in good standing. Otherwise the same rules apply to NAOP as to the above rules for the GNT.

Warren reported that he and Emelie Quennell have been working on organizing a special game, the Helen Shields Rookie Master game on April 23, 2013. Marilyn Haggins was given the information on the game and is promoting it to the board of the North Calgary Ladies club. Players could arrange their own pairings or be matched at the site by draw. The game would be promoted at the club games where the rookies play. NC Ladies would set the fee for the game. Emelie has determined that there is significant interest in the game amongst rookies (less than 50 masterpoints). Unit 390 would play the \$6/table CBF fees to further the development of the duplicate bridge community. Planning is ongoing.

Aurora Bridge Club will host the AGM on Saturday, May 4, 2013, starting at noon. The caterer from the sectionals has been approached to cater the luncheon but an answer has not been received yet.

Warren Richards has provided the budget line items for his portfolio to the treasurer to prepare the Unit budget. Warren Richards moved to have his report accepted as presented. Lou Sandmaier seconded and the motion carried.

D) Future Masters – Marilyn was not in attendance, no report presented.

E) Secretary – Emelie Quennell reported that the minutes from Sept and Nov were sent for posting to the website. She has submitted time line events to Don Basarsky and budget item from the secretary's portfolio to Melissa for budget preparation. The addendums for the BridgeMate lease contracts have been prepared and are now ready to be signed and delivered. She will mail in the completed bylaws to Service Alberta after their ratification at the Special Meeting held at the January sectional. Emelie Quennell moved to have her report accepted. Melissa Martin seconded and the motion was carried.

F) Membership – Brian Willett gave New Member names to Bob McLeod who in turn will send out new Membership packages. Emelie Quennell will provide Brian with a list of Board of Director members and volunteers to update the website with. Brian talked about ongoing delivery programs with the JustHost server going to some email providers and consequently some members not receiving all emails sent out by the Unit. Brian is not sure that a bulk mail server will solve our problems. Further investigation needs to be done to address this problem. Brian Willett moved to have his report accepted. Lou Sandmaier seconded it and it was carried.

G) Information Officer – Larry Fenton was not in attendance. He provided Don Basarsky with his document on job descriptions. Larry has circulated this information to all board members. Larry needs all board members to finalize each job position description so he can formalize this document. Don Basarsky moved to

accept Larry's report as submitted and Lou Sandmaier seconded. The motion passed.

5. New Business:

a) Caterer to buy coffee supplies – Don Basarsky will offer the new caterer our previously purchased coffee and tea supplies at a discounted price.

b) Saturday May 4th, 2013 will be the AGM. Warren Richards has emailed Jean Ward to apply for the sanction for the AGM unit game. Aurora at NorthHaven Community Centre will hold it. The unit will be paying the fees for the members who attend the meeting, the lunch and then bridge.

c) Joy Saville – help with Bridgemates. There will be a presentation to Joy Saville of flowers and a gift card at a restaurant as thanks for her continued help with maintaining the unit's Bridgemates at the AGM.

d) Mentor/Mentee game – discussed earlier

e) Current Year Objectives – Budget, Org. Chart and Timelines – status. Don Basarsky would like each board member to send in a timeline of their duties to prepare the master timeline.

f) Job Description status – reports are required as soon as possible to Larry Fenton.

g) AGM Elections – Emelie Quennell is willing to remain as Secretary, Marilyn Haggins is willing to remain as Future Master, and Jim Murphy is willing to remain as Past President. Melissa Martin, Lou Sandmaier, Brian Willett and Nancy Stewart will not be remaining in their positions. There are several promising suggestions for filling the vacant positions.

6. Next Meeting – The next meeting will be held on March 26th at Don Basarsky's home at 200 Windermere Road SW at 5:45 pm.

7. Adjournment – Warren Richards moved to adjourn the meeting at 9:58 pm. Melissa seconded the motion and it was carried.