

Calgary Duplicate Bridge Association ACBL Unit 390

Board of Director's Meeting

Oct. 7, 2013 5:45 pm

Martin Residence, 39 Westbluff Ridge, Calgary, AB

Members present:

Gail Bews	Delores Hedley
Doris Lange	Don Basarsky
Delores Hedley	Jim Murphy
Emelie Quennell	

1. **Call to Order** – Don Basarsky called the meeting to order at 6:42 pm.
2. **Approval of Agenda** – Doris Lange moved to accept the agenda with an addition, item 5. F Notices/Announcements, under new business. Gail Bews seconded and the motion carried.
3. **Approval of Aug. 28 Minutes** – Delores Hedley moved to accept the minutes of the last board meeting held on Aug. 28, 2013 and Melissa Martin seconded. The motion carried.
 - A. **Business Arising**
 - 1) Merle Hickey has advised that the notices system is now operational and notices can again be sent via email to the membership.
 - 2) Travel Subsidy Policy – The Travel Subsidy Policy Committee (Melissa Martin, Jim Murphy and Delores Hedley) met and presented the board with a Travel Subsidy Policy document. There was some discussion for clarification. Gail Bews moved to accept the Travel Subsidy Policy as put forward by the committee. Emelie Quennell seconded. Motion carried. The Travel Subsidy Policy document should be posted to the Unit website.
 - 3) Objectives- Don Basarsky asked all board members to review their position description to ensure it is current and up to date, the financial needs of the position are clear and there is a clear information flow to all who report to you. Delores Hedley made a motion to move the funds identified in the Unit 390 bank account as “held in trust” into the general equity account. Melissa Martin seconded the motion and it carried.
4. **Director Reports**
 - A. **Treasurer** – Larry Fenton was not in attendance. Board members received his report by email. As of Sept 24, 2013 Unit 390 has **\$5,938.92** in its general operating account.

The Total assets are **\$41,237.42** of which \$35,298.50 remains invested in Term Deposits with varying maturity dates. Also attached in the email were a Balance Sheet Summary and a Profit and Loss Statement to Sept 24, 2013. Some expenses for paper supplies lost in the flood are allocated to future sectionals. Larry also attached a comparison of September Sectional Revenue/Expenses for 2013vs2012. Net profit for Unit is \$849, down from \$2203 in 2012, primarily due to higher expenses and lower revenues. Some comparisons:

	2013	2012
Table Count	251	280
ACBL Invoice	5,127	4,955
Net Receipts	8,955	10,070
Hall rental	1,785	1,470

Larry reported that the Unit has not yet received the Table Rental revenue from the Red Deer Regional. Don Basarsky moved that we accept the Treasurer's report as submitted. Gail Bews seconded and the motion carried.

B. Tournaments – Doris Lange reported on the sectional held on September 6-9, 2013. She noted that the A/X field is getting larger but that the 199'er section is getting smaller. We need to find a way to engage the newcomer and novice players. One suggestion was to canvas the 0 – 200 group and find out why they are not playing in the tournaments. A lack of frequency of lower level games may be contributing to this. Doris had a query about the system in place for ensuring BridgeMates at sectionals and this was clarified. There will be an International Fund Game held within the November Sectional, on Nov 8 – 10, 2013. Doris wanted to know how to officially send tournament notices to the membership, as this system has not been operational for some time and information needs to be disseminated. This was deferred to New Business. Don Basarsky commended Doris Lange and Barb Bayer for their excellent work on organizing and running their first tournament. Doris moved to have her report accepted. Melissa Martin seconded. The motion carried.

C. Special Events – Melissa Martin presented her report on the Travel Subsidy. Melissa Martin moved that Unit 390 award Nick and Judy Gartaganis the sum of \$2000 for their representation at the World's Bridge Competition held at Bali, Indonesia. Delores Hedley seconded. The motion carried. Emelie Quennell reported on the progress of the Rookie-Master game. Emelie Quennell moved to subsidize the game for the rookies by paying the CBF table fees as the Unit had in the Spring Rookie/Master game. Jim Murphy seconded and the motion carried. Melissa Martin moved to have her report policy accepted. This was seconded by Delores Hedley and carried.

D. Future Master – Gail Bews reported that the winners of the 199 events were as follows: Section F winners with 4.10 MP were Meredith deGroat and Marguerite Paulsen. Section E winners with 2.03 MP were Nadene and Wayne Gillis. Section D winners with 5.88 MP were Keith and Pam Wallace. Keith and Pam Wallace also won the President's trophy for the most MP's in the 199er category. The winners in the novice categories at the sectionals were awarded their prizes of bridge books at a recent Monday night Swiss Team Game. Delores Hedley moved to accept the Future Master report. Jim Murphy seconded and the motion carried.

E. **Secretary** – Emelie Quennell reported that she was current with Minutes, posting minutes to the website and was continuing to organize the Erin Barry Rookie/Master with Murray and Marilyn Haggins to be held on October 24, 2013. Jim Murphy moved to accept Emelie’s report. Gail Bews seconded the motion and it was carried.

F. **Information Officer** – Marilyn Haggins was not in attendance.

G. **Membership** – Don Basarsky has been working with Paul Scott and Paul MacKinven in getting the Unit’s new phone directories published and they are ready to be distributed to club owners to sell to members. Don moved for acceptance of the report. Doris seconded. Carried.

5. **New Business:**

A) Suggestions for Board Member Replacements - Linda Wallace has agreed to fill the Special Events position.

B) Brian Willet e-mail – Brian Willett sent Emelie an email after she erroneously sent him a copy of board meeting minutes after he had ceased to be on the board. This was a reminder that board members should be using unit mailboxes and not private emailboxes for Unit business. Please check unit emails mailboxes.

C) Phone books are ready. How do we distribute them? The clubs should purchase the books and resell them to members.

D) Catering for future tournaments – Don has not found any replacement caterers although the system seemed to work well. The cookies for sale were very well received. November sectional will likely remain the same with sandwiches from Subway offered for lunch on Sunday.

E) Christmas Function – Don has suggested that there will be a unit Christmas party. It will be an appetizer potluck. Don will suggest dates may be agreeable shortly.

F) Notice/Announcements – There seems to be some problems with sending out emails to the general membership. Gail Bews had been trying to send out an email about classes she would be offering and Emelie Quennell had been trying to send out an email about the Erin Barry Rookie/Master game. Emelie called Brian Willett (previous notice organizer) and he assisted Merle Hickey in sending out her email. Don Basarsky and Jim Murphy will look into the situation and try to get the unit notices email system operational again.

6. Next Meeting Date/Location – The next board meeting will be held on Tuesday, November 26, 2013 at Jim Murphy’s home at 95 Woodbrook Road, SW, Calgary at 5:45 pm.

7. Adjournment – Delores Hedley moved for adjournment.