

March Minutes of Board Meeting Unit 361

Date: March 5, 2016

Location: Denver House of Cards, Englewood, CO

Time: 10:00 am

Attendees: Jeanne Achziger, Jim Calhoun, Sherry Clint, Margaret Devere, Rick Gardner, Shirley Heinsohn, Al Kane, Bonnie Janzen, Vard Nelson, Nancy Rassbach,

The meeting was called to order by President Margaret Devere. She introduced Vard Nelson who will take over as Partnership Chair after the Regional when Shirley's term is over.

Minutes & Financials: February minutes accepted.
Rick submitted corrected financial reports. Margaret requested itemized bill from caterer for Sunday lunch. Reports accepted by Board. Rick presented the Balance Sheet, accepted by Board. Has paid bills for the January Sectional and requested our storage vendor, Cowboy Storage, to bill us on a quarterly basis to streamline process. Rick will verify a new bill with Jerry Ranney to confirm payment. Jeanne asked about the retainer paid to Jeffco for the November Sectional. Rick replied that it has been paid.

Action Items Review: Margaret purchased supplemental insurance.
Al has set up the tournament schedule through 2020 and is waiting for ACBL approval. Al will revise tournament schedule to eliminate the Thursday game. New badges presented to Board members. Vard Nelson will get his in June.

Budget Redux: Sectional club table sanction fees increasing from \$3.00 to \$3.06 per table. The Regional fees are increasing from \$4.31 to \$4.40. We have no information on I/N tournament fees. Director tournament fees are increasing 9%. Margaret stated that projected increases would result in yearly loss of \$5,000. The Sectional is projected to lose \$2,500 per event. The Regional will result in a net of \$1,600. Margaret will check with Jerry to clarify new increases.
It was recommended not to publish entry fees on flyer beginning in July. Discussion followed.

March Sectional Prep: March 10-13

Al sent Bill Michaels an e-mail regarding the change for March. Al will be moving supplies in on Tuesday. He will be setting up on Thursday at 3:00 pm and asked for volunteers. Bonnie, Susan Gardner, and Jeanne will help. Al stated he will get some others.

Kitchen set up on Thursday by Bonnie. Jeanne will help with cleanup on Sunday. Nancy will ask caddies to help set up. A meeting will be held Sunday morning with Bonnie and caddies to coordinate efforts with kitchen clean up. Bonnie has confirmed the beverage order and asked the caterer for an itemized bill for food to submit to Rick for clarification.

Rick stated that Bill Michaels has stated that no start-up bank will be required. Nancy stated that caddies have been scheduled and she asked for supervisors for Thursday and Friday. Rick volunteered for Thursday and Margaret for Friday night. Nancy presented Rick with the caddy schedule for payment by Nancy. Partnership Chair, Shirley, stated that she is prepared for the tournament. Margaret will check with Tom regarding results to be added to the website. Margaret and Jeanne will make the award presentations on Saturday, March 12, at 1:45 pm.

Jim presented the Colorado Victory Trophy to the Board. There were no trophies presented at the I/N Tournament in 2014 and 2015. Jim brought 4 new I/N trophies (\$22/ea.) to be presented by Jeanne on March 12p for these past years.

Jim presented the new posters listing changes for the July tournament to be posted at March tournament. Bonnie will make notation on them regarding lunch charge.

I/N Sectional Prep: April 9-11

Jeanne stated that she is prepared and will distribute flyers this week. She stated that no caddies will be needed.

Regional Prep: May 24-30

Discussion of Pro-Am event on May 24. Joan Kushner has asked to be put on the flyer as contact. Sherry and Nancy will arrange for Amateurs and Jeanne and Flo Newlin will arrange for Pros. Shelbie Bastiaans will assist as well. Specific designation of Amateur will be made at a later date by the committee.

Committee Reports: Site Search

Jeanne has found a viable site at Summit event center, 400 Sable St. near I-225. Jeanne stated that the parking is plentiful, building has 12,000 sf of available space, a kitchen, no catering restrictions, a lobby, security on site, 500 chairs, restaurants nearby, but only two restrooms. Jeanne will make contact this week regarding rates and negotiating a long-term contract.

Al called the Merchandise Mart: fee is \$20,000 and \$5/car.

Margaret spoke with Sandy Buckstein about his two sites, but found them unworkable. She stated that Jeffco must be notified one week in advance to cancel. More information next month.

By-Laws:

Margaret met with Penny, Jim and Forest to discuss proposed amendments. Margaret reviewed the amendment process. Specific proposals will be presented to the Board in April.

Sectional Options:

Discussion of Friday night event options: historical numbers and effort debated. Motion passed for Mentor/Mentee-299er Game-Open Paris be held. Director can combine games if necessary.

Discussion of Saturday lunch: Bonnie stated she is negotiating with the caterer to provide a lunch for \$6 (box lunch or hamburger/hot dog). Motion passed to allow caterer to be responsible for providing and collecting for lunch. Bonnie will provide a map of local restaurants for those who wish to leave the premises during the lunch break.

Margaret will provide a letter of rationale for cost-cutting measures and place copies in lobby at March Sectional.

July flyer with edits will be sent to Tom by Margaret.

Directory:

Tom has sent proofs to printer and will provide books at Sectional on Thursday, March 10.

Money-Saving Ideas: Sponsorship:

Discussion of soliciting funds to pay for cookies/caddies. Margaret will check with ACBL regarding allowable items.

Bridge Results v. ACBL Live:

Bridge Results' fee is \$120/yr. ACBL-no cost. Bonnie will conduct a comparison analysis and report next month.

Other:

Bonnie suggested cutting down on food at Regional, but Jim stated that there is a requirement to spend \$10,000 at this event. Tabled until meeting at hotel with Jerry and committee.

Marketing:

New Marketing Support from ACBL: there will be a process to mail to members.

Next Meeting:

April 2, 2016, 10:00 am, HOC

Adjournment:

Meeting was adjourned by President.

Action List

- Jeanne:** Mail I/N Tournament flyer to clubs
Meeting at Renaissance Hotel
Set up for Sectional on Thursday at 3:00 pm
Awards presentation on Saturday tournament at 1:45 pm
Clean up after Sunday tournament
Pro/Am Committee for Regional on May 24
- Jim:** Bylaws Review Committee
Badge for Vard
- Forest:** Bylaws Review Committee
- Sherry:** Pro/Am Committee for Regional on May 24
- Margaret:** Check with Jerry re: increase in table fees
Check with ACBL re: sponsorship policy
Check with Tom re: website surveys, return July flyer with edits
Caddy supervision on Friday night tournament
Rationale letter re: cost cutting measures, deliver to tournament
Awards presentation on Saturday tournament at 1:45 pm
Meeting at Renaissance Hotel
Mentor Program Committee
Bylaws Review Committee
- Rick:** Verify bill with Jerry
Susan to assist set up on Thursday, 3:00 pm
Thursday night caddy supervision
- Shirley:** Mentor Program Committee
Partners for Sectional
- Bonnie:** Analyze web results websites
Obtain itemized bill from caterer
Map of restaurants for July Sectional
Put up posters with annotation re: cost of lunch
Set up for Sectional on Thursday at 3:00 pm
Sunday morning mtg. with caddies to discuss kitchen clean up
Meeting at Renaissance Hotel
Mentor Program Committee

Action List (Cont'd)

Al: Deliver tournament supplies for Sectional Tournament on Tuesday
Set up for Sectional on Thursday at 3:00 pm
Submit tournament thru 2020 to ACBL.

Nancy: Sunday morning mtg. with Bonnie and caddies to discuss kitchen clean up

Respectfully submitted,

Sherry Clint
Secretary
Unit 361