

October Minutes of Board Meeting Unit 361

Date: October 8, 2016

Location: Denver House of Cards, Englewood, CO

Time: 10:00 am

Attendees: Jeanne Achziger, Jim Calhoun, Sherry Clint, Margaret Devere, Rick Gardner, Bonnie Janzen, Al Kane, Nancy Rassbach, Tom West
District 17 Representatives: Jerry Ranney
Legal Counsel: Forest Clark

The meeting was called to order by President Margaret Devere.

Minutes: August minutes accepted.

Financials: Balance sheet showed approximately \$17,000 in checking and \$59,000 in savings
P & L Statement : \$6,000 decrease in July Sectional expenses from last year due to eliminating Thursday play and Saturday lunch. Margaret asked Jim why there were no expenses for membership mailings. Jim replied that he waits until there are 12 new members before he sends out materials. Motion accepted by Board to develop and expand materials sent to new members. Tom will work with Jim to accomplish this and Jim will send materials in a timely manner each month after information is received from ACBL. A proposed welcome packet will be available for the Board's review at the Nov. 5 Board meeting.
Balance Sheet and P & L Statement accepted by Board.

Action Items Review: Jim:
Badge for Vard finished
Set up committee for "Learn Bridge in a Day" program. Jim stated that he wished to limit number of players to 24. He suggested holding the class at Jeffco during the Sectional. Rick suggested that the Board would accept either the House of Cards or Sectional location, as the committee recommends.
Send notices to teachers to allow flyers on table at Sectional - has not been accomplished.

Margaret:

Announce change of time at November Sectional for afternoon session in January – will be done at Sectional

Notify Tom of time change - accomplished

Provide event contact list to Jeffco - accomplished

Analyze cost/availability of Arapahoe Fairgrounds vs. Summit Events Center for January 2018 Sectional - no response from Center.

Add Bonnie Jantzen to Pianola - accomplished

Send out e-mail notice of D17 election – accomplished

Bonnie:

Meet with Tom to work out details of automating labels at Regional- Bonnie and Tom will meet with Carolyn Newcomb to determine process

Meet with caterer to resolve provisions/ticket sales for Saturday lunch – not yet accomplished

Provide snacks for evening sessions of Sectional – will be done at event

Analyze cost/availability of Arapahoe Fairgrounds vs. Summit Events Center for January 2018 Sectional – will consult with Margaret

Al:

Notify Milt that he has been approved as Sectional director - accomplished

Provide warning to tournament participant not abiding by no drug policy on Fairgrounds - accomplished

Create flyer for Front Range Challenge team chairs to distribute to teams – accomplished

Nancy:

Hire Head Caddy for 2017 Regional – New Head Caddy is Aubrey Durand. Nancy will meet with Forest to set up a contract with her.

Tom:

Notify Forum re: 0-5 free play – not yet accomplished

Ask Kitty Cooper to set up aliases on website – not yet accomplished.

Discussion of method of administration of the website. Tom and Rick will work together to obtain the domain name: “denverbridge.com” and to make other proposals regarding our ownership/control of the website

Meet with Bonnie and Carolyn Newcomb to work out details of automating labels at Regional – not yet accomplished

Add start time change to website - accomplished

Add Friday night game designation to website – accomplished

Tom asked about adding photos to website, Margaret will assist.

Jerry:

Check with hotel re: room credits - contract negotiations ongoing re: minimum food guarantee, room guarantee, free room nights, increase in room rates
Add Friday night game designation to November flyers - accomplished
Report of Regional Swiss team incident to District 17 – hearing by ACBL during Orlando tournament. Margaret and Jerry will determine if District 17 representative will be attending hearing. Further action by the Unit on this matter will depend on that information as well as the action taken by the ACBL during the Orlando meeting.

I/N Tournament: Attendance: 19 teams on Saturday; Sunday – 44 pairs in morning session and 36 pairs in afternoon session.
Financial Report: \$158 profit
Jeanne will provide names to Jim for the Susan Dittmer award, both fall and spring tournaments. Trophies will be presented as soon as they become available.
There were computer glitches resulting in delays in scoring and reporting of results. Someone will be appointed to assist in future tournaments.
Survey: results to be reported at Nov. Board meeting

Nominating Committee: Submissions for new candidates include Wayne Eckerling and Dianne Vannoss. Wayne is on the slate. Dianne is proposed to take the place of Jeanne Achziger who plans to resign during the December Board meeting. Jeanne will invite Dianne to attend the November meeting.
Existing board members who wish to continue are: Vard, Margaret, Al, and Bonnie.
We have a full slate of candidates for the next term.

Table Talk: Has been completed with favorable feedback. Frank Queen requested copies be made to distribute at the Sectional. Margaret will accomplish this task.

Front Range Challenge: Al distributed information sheets for team captains. Margaret requested an e-mail be sent as well. Colorado Springs Unit has expressed dissatisfaction with the bracket structure. Al indicated that their unit may accomplish this task next year.

Nov. Sectional Prep: Al will recheck with Jeffco.
Jim will make 5 posters for Friday night Fast Pairs; and arrange to get them posted at various clubs around town. Bonnie will assist in delivering to the Castle Rock club if needed.
January Friday event will be designated TBD until after Nov. Sectional's Fast Pairs.
Margaret will put info on Fast Pairs event and send out via Pianola

Jeffco Regulations Compliance: All gave warning to perpetrator of drug use and Tom will add warning to flyer. Bonnie will read Jeffco regulations and report back on the exact wording on alcohol and marijuana use. Margaret suggested that the Board could mail certified or registered letters to those participants who are known or strongly suspected to be in violation of drug or alcohol regulations. This was not acted upon at this time, but Margaret put forth the idea in the event it may be utilized in the future. It might not be an effective deterrent but may provide some legal protection and evidence of compliance with Jeffco regulations.

Regional 2017 Prep: Margaret distributed flyers to Tom and the Board. Jerry will arrange for distribution of flyers to various Regionals, other tournaments and House of Cards. Tom will include them in his regular flyer mailings.

Site Planning – Margaret & Bonnie: November 2017 accomplished. January 2018 is deferred.

Mentor/Mentee Survey: Results have been distributed by Margaret. They will be made available for use during mentor/mentee programs held in the future.

December Meeting/Christmas Party: Margaret stated that the budget is \$200 and the event will be a potluck. Margaret will request availability of the same location utilized last year from Joan Kushner. Rick will get details on a facility from his condo association. Bonnie will check on food and obtain utensils. Margaret stated that a Board meeting will be held during this event and will include newly elected board members. Probable dates are Friday, Dec. 9 or Saturday, Dec. 10.

D-17 Elections: Two candidates: Ed Yosses and Jim Calhoun. Candidates will be given the opportunity to speak at the November meeting. Margaret will be provided with information from the D-17 election secretary regarding procedure to be implemented.

D-17 Report: None

Audit: Jim asked when Unit will perform an audit. Margaret will get info.

Next Meeting: November 5, House of Cards

Adjournment: Meeting was adjourned by President.

Respectfully submitted,

Sherry Clint
Secretary
Unit 361

Action List

- Jeanne:** Provide names for Susan Dittmer Award to Jim
Provide I/N Tournament survey results to Board
Invite Dianne Vannoss to November Board meeting
- Jim:** Set up committee for "Learn Bridge in a Day" program
Send notices to teachers to allow flyers on table at Sectional
Meet with Tom to improve timeliness and content for mailings to new members
Make five posters announcing Friday Night Fast Pairs and arrange for their distribution
Get trophies/plaques made for Susan Dittmer award for both spring and fall I/N tournaments
- Forest:** Work with Nancy on contract for new Head Caddy
- Margaret:** Announce change of time at November Sectional for afternoon session in January
Continue to contact Summit Events Center for info on cost/availability at Summit Events Center for January 2018 Sectional
Work with Tom re adding photos to website
Make copies of Table Talk and distribute at Sectional
Send out Fast Pairs info on Pianola
Request availability of facility for Christmas Party from Joan Kushner
Research audit requirements and follow through
- Rick:** Contact his condo association to check on availability of facility for Christmas party
Check with House of Cards re bridge clocks that they planned to purchase
- Bonnie:** Meet with Tom and Carolyn Newcomb to work out details of automating labels at Regional
Meet with caterer to resolve provisions/ticket sales for Saturday lunch
Provide snacks for evening sessions of Sectional
Analyze cost/availability of Arapahoe Fairgrounds vs. Summit Events Center for January 2018 Sectional
Coordinate food and utensils for Christmas Party
- Al:** Recontact liaison with Jeffco to verify arrangements for the November Sectional.

Jerry: Continue contract negotiations with hotel re: minimum food guarantee, room guarantee, free room nights, increase in room rates
Determine if D-17 representative will be attending Regional incident hearing in Orlando

Nancy: Work with Forest to write up a contract with Head Caddy

Tom: Notify Forum re: 0-5 free play
Ask Kitty Cooper to set up aliases on website
Meet with Bonnie and Carolyn Newcomb to work out details of automating labels at Regional
Work with Rick to obtain domain name, "denverbridge.com" and research methods to acquire ownership/control of the website
Meet with Margaret re formatting of photos on website
Add drug/alcohol warning to flyers