

## Meeting Minutes for Unit 361 board meeting

March 4, 2017

### Call to order

The meeting was called to order at 10 am. The following members attended: Margaret Devere, Jim Calhoun, Wayne Eckerling, Rick Gardner, Vard Nelson, Nancy Rassbach, Pam Root, Tom West, and Bob Stansbury. Legal counsel Forest Clark also attended. The D17 representatives were absent, as the D17 board meeting was occurring on the same day in Tucson.

### Minutes

The minutes of the February meeting were unanimously accepted without revisions.

### Financial reports

During February \$12,000 was paid to JEFFCO representing full payment for the March and July sectionals, and one-half payment for the November and January 2018 sectionals. The damage deposit from Arapahoe Fairgrounds was received and deposited. Summit Events center has not yet sent an invoice for the cancellation penalty for the November sectional (\$750 owed). We can expect a couple of months of tight finances. If necessary, funds can be transferred from the savings account to the checking account.

### Action items review

#### Margaret

- Send Pianola notice asking for interest in social media volunteer – The notice was sent and only one response was received. This person did not respond to Margaret's follow-up. Jennifer O'Neill declined to take this position. At this time the social media position is on hold. The Board also discussed the difference between a webpage and a Facebook page, the former being a passive tool where individuals have to go to the website and the latter actively sending out information to those who 'like' it.
- Send Pianola notice re: board candidates – This notice was sent, and no one has responded.
- Remind Arapahoe to refund damage deposit – The damage deposit has been received and deposited.
- Ask Metro about hosting Board meetings – Metro has agreed to host Board meetings. In the future the meetings will be split between this club and the House of Cards.

#### Jim

- Order badge for Bob – It is not cost effective to order a single badge. When sufficient orders are received, the company will make a badge for Bob.
- Obtain attendance data for January sectional by geography from ACBL/Bill Michael – Multiple requests have been submitted to ACBL for this information, but no response has been received to date.

#### Jerry

- March planning for May regional – Jerry will convene a meeting in March to begin planning for this event.

#### Pam

- Front Range Challenge – Pam will meet with Karen Dak (?) at the March sectional to start the planning.

#### Dianne

- Help Desk planning – Dianne submitted a document outlining help desk plans.

- Door prizes for I/N tournament – This is moving forward.

### Sectional prep (March 31-April 2)

- Setup – Bob – He has been to Cowboy storage and will do an inventory of needed items when the crates are delivered to JEFFCO on Tuesday before the sectional. Wayne and Vard agreed to help with setup on Friday morning at 7:30. Bob will make arrangements for Al Kane to come and oversee the setup.
- Caddies – Nancy – Caddies have been secured for the March sectional, but additional caddies are needed for the regional tournament in May. Pay is \$35 for each session and \$15 for cleanup. Contact Nancy with the names of any potential caddies. Margaret described the “celebrity caddy” arrangement at the Albuquerque regional, and suggested that this might be a way to get adult caddies.
- Hospitality – Pam – Pam is planning to shop on Thursday before the sectional and will deposit the supplies in the storage room at JEFFCO.
- Website and July flyers – Tom – Tom is finalizing the brochures. Times and events were reviewed and agreed to by the Board. A Swiss Team event will be offered Friday night.
- Partnership and Photography—Vard – Partnerships are proceeding as planned. There will be an easel set up to announce when the photographer is available.
- Awards – Jim – Awards are being prepared. Jim will do the awards presentation on Saturday.
- Free plays – Rick – Rick distributed free-play tickets.
- Help desk – Dianne – The Board generally agreed with the plan submitted by Dianne. Experts will work one-half hour shifts and the desk will be operational for one hour on Friday and Saturday. Tentatively, each expert will have his/her own table so that more than one help request can be accommodated at the same time, although the final arrangement will be figured out at the time. The help desk feature will be announced on Friday and Saturday morning, including the clarification that scoring issues should be addressed with the tournament director. The location of the help desk will be determined during the setup for the March sectional. Tom, Nancy, and Rick (Saturday only) agreed to serve as experts. Nancy and Margaret agreed to recruit the other experts. Diane needs to move forward with implementation of the plan.

IN prep (April 8-9) -- Wayne/Dianne – Chuck Goudey will direct. Catering has been secured and brochures have been printed and distributed. The brochure is also posted on the website. Wayne will take necessary supplies on Sunday after the sectional and return them to Cowboy Storage after the I/N tournament. Dianne, Wayne, and others helping with the tournament planning will be going to different area bridge clubs to publicize the tournament. The Board discussed and then passed a motion to offer a \$2 off coupon for the I/N tournament to eligible individuals who play in the sectional. One coupon can be used per individual on either Saturday or Sunday. Wayne will review this with Chuck Goudy to see if he has any concerns.

Coaching program report -- Wayne/Dianne – About 52 individuals, including about 22 pairs signed up for coaches. About 30 coaches will be needed. About five individuals signed up to coach. Wayne and Margaret will work to identify which pairs and individuals need expert coaches and which could benefit from coaching by more experienced I/N players. Wayne and Dianne will work to recruit I/N coaches. Margaret and Penny will work to identify expert coaches. Wayne will draft a document that includes a set of resources for newer players who have requested coaches, as well as coaching guidelines. The difference between coaching and teaching will be emphasized. Input will be sought from other Board members.

Contract status – Margaret – Contracts have been signed with JEFFCO through January 2018. There are at least two significant concerns with the contracts: 1) there is a 50% non-refundable deposit that must be made at least nine months before the event; and 2) there is a minimum, but no maximum, \$10 per day charge if invoices are not paid on time. Margaret, other interested Board members, and Forest will meet to discuss going back to JEFFCO and requesting revisions to the contracts.

Swapping dates with Colorado Springs – Margaret – The Board passed a unanimous motion to change the spring sectional in 2019 to April 27-28 in order to accommodate a request from Colorado Springs, which needed the change in order to secure a facility for their sectional. Margaret will communicate this to Colorado Springs and follow up as required.

#### Ideas for tournaments

- Bracketed teams all the way – The Board agreed that Swiss Teams would be bracketed except for A and X players. Colorado Springs is guaranteeing 299er players their own bracket. The Board discussed this but agreed that 299er players will not be guaranteed their own game as there is not a reasonable way to do this.
- Side pairs game on Sunday – The Board generally seemed favorable to this idea and wants to talk with Bill Michael about the logistics of offering two single-session games versus one two-session game. Margaret and Rick will talk with Bill at the March sectional.
- Swiss Pairs – Jim is proposing a Swiss Pairs event. It is the most popular event in the UK. Board members agreed to read more about this type of event for possible inclusion in future tournaments. Margaret and Rick will discuss Swiss Pairs with Bill Michael.

Thorwald and Kinningham trophy rules – Jim – The Thorwald trophy rules are clear: it is the most points earned by a 199er player at the regional tournament. Consideration will be given to changing the regional game and trophy rules to be a 299er event to be more consistent with other tournaments. The Kinningham trophy is given to the 299er pair/person who earns the most points at all of the sectional tournaments. Current rules limit the points earned only to 299er events. The question has been raised about whether bracketed Swiss Team event points count for this award. The Board discussed the issue including the logistical challenges of including bracketed Swiss Team results. The Board unanimously passed a motion excluding points earned in bracketed teams events from counting toward the Thorwald and Kinningham trophies.

Regional prep – Jerry – He will organize a meeting in March for planning.

Email protocol – Margaret – A concern has been raised about the number of emails being received about Board business. Margaret requested that emails only be sent to those Board members involved in an issue; also, that Board members be cognizant of whether it is necessary to copy all others listed on an email when they reply.

Card placement at tournaments – Margaret – Margaret and Nancy heard from an individual that there is concern about cheating at the tournaments. The specific issue raised was about individuals playing cards vertically versus horizontally to communicate information. Two ideas were discussed to address cheating: 1) a poster listing playing ethics; and 2) having Penny, who is the recorder, describe her role to players on Friday and Saturday before each event (or at least once a day). The Board voted 5-4 to have Penny make an announcement about her role at the sectional events. Margaret will contact Penny to see if she will do this.

New business - None.

D17 report - None.

Next meeting - The next two meetings will be April 15 and May 13 at the House of Cards at 10 am.

Adjournment - The meeting was adjourned at 12:00 pm.

#### Action Items

1. Margaret – review meeting schedule and determine when the Board should begin meeting at Denver Metro.
2. Jim – monitor when a badge can be obtained for Bob.
3. Jim – continue to contact ACBL about getting information about geographic distribution of January sectional attendees.
4. Jerry - convene a meeting in March to begin planning for this event.
5. Pam - meet with Karen Dak (?) at the March sectional to start the planning for the Front Range Challenge.
6. Dianne - Purchase the necessary items for a help desk at the March sectional.
7. Bob – inventory crates when they arrive at JEFFCO and determine what items need to be purchased.
8. Wayne and Vard – meet Bob at 7:30 am on Friday the 31<sup>st</sup> to help with sectional setup.
9. Bob - coordinate with Al Kane about providing his expertise for the setup.
10. Jim – be prepared to give out awards at the sectional
11. Pam – purchase food and do necessary sectional setup.
12. Margaret – talk with Penny about speaking at the sectional regarding bridge ethics and her role.
13. Wayne – check with Chuck Goudey about any concerns with giving out \$2 off coupons for the 299er event. If no concerns, get coupons from Tom and ensure that they are given out to players on Friday and Saturday.
14. Wayne – identify items that need to be taken after the sectional and used at the 299er event.
15. Nancy and Margaret – recruit help desk experts for the March sectional.
16. Margaret – communicate to Colorado Springs the change in tournament dates for 2019.
17. Margaret – convene a meeting of interested Board members to discuss going back to JEFFCO and proposing some contract revisions.
18. Margaret and Rick –at the sectional, discuss Swiss Pairs and Sunday side games (two one-session games vs. one tow-session game) with Bill Michael.
19. Wayne- begin to draft guidelines for coaches and a resource handout for coachees with limited master points. Review with Board.
20. Margaret and Wayne – review coach requests and identify those players that will get an expert coach vs. a more experienced I/N coach.
21. Margaret and Penny – recruit expert coaches
22. Wayne and Dianne – recruit I/N coaches.