

Subj; March 2014 Minutes of ACBL Unit 361 Board Meeting  
Date: Monday, March 3, 2014  
In Attendance: Board Members: Bill Beard, Lori Beard, Jim Calhoun, John Gallagher,  
Margaret Devere, Pat Henke, Jeanne Achziger, Marilyn Ballon, Bonnie Smith  
D17 Representatives: Flo Newlin and Jerry Ranney  
Unit Member who will replace John Gallagher: Shirley Heinsohn

The meeting was called to order by Vice President Bill Beard. Joan Kushner was not able to attend due to a family emergency.

### APPROVAL OF FEBRUARY MINUTES

John Gallagher did not receive the amended version of the February minutes. Bonnie Smith will e-mail him a copy. The minutes were approval with one abstention.

Free plays were made available to the member of the Board.

### TREASURER'S REPORT

Lori Beard submitted the treasurer's report: Total assets:	\$ 96,743.99.
Total liabilities & equity:	\$ 96,743.99.
Profit & Loss statement: Net income:	\$- 1,476.56

A discussion was held regarding the allocation of funds for a variety of expenses and Board members received copies of all the reports. For a detailed account of the report, Board members may refer to their copy of the report. Costs included free play cards, pencils, and postage. Lori Beard explained the details of some of the allocation of other funds outlined in the report and how the off-setting of certain expenses will be recorded in the future as they occur. Expenses are taken out of the allocations. The report needs to be zeroed out and the current report reflects this. The allocations and offsetting expenses will balance out as the year progresses. Director fees appeared to be high but it was noted that we employ the minimum required amount of directors for each event. Lori Beard explained that the Unit pays the per diem and the hotel bills of the directors all the time and that Bill Michael has five directors available but not all are used at one time. Lori Beard suggested that we discuss the number of directors employed for each tournament. Jim Calhoun pointed out that it is difficult to know exactly how many directors will be needed at a specific time. Lori Beard explained the costs allocated toward the director's fees outlines on the report. Bill Beard stated that the Board's goal should be to employ high quality directors who encourage a friendly and welcoming atmosphere for all players as well as being well versed on bridge law and form. Margaret Devere stated that if 4.5 directors are needed, the Board should hire 5 directors rather than 4. Bill Beard also mentioned, and all present agreed, that the high quality of the product presented to players should be our primary concern. Cost containment is important but it is worth spending more for very good directors rather than saving money and hiring a

poorer quality director. Lori Beard said that our break- even point at the last tournament was 515 tables.

John Gallagher asked about storage and delivery costs recorded on page 1 and page 2 of the profit and loss statement. Lori Beard explained how the costs have been recorded and how the allocations work on the report. One was the amount charged to the January tournament and the other is an allocation that is drawn out as it is expensed. The treasurer's report concluded and was approved unanimously.

Bill Beard welcomed Shirley Heinsohn and announced that she was present to begin instruction with John Gallagher in order to assume his responsibilities as Partnership Chair when John Gallagher relinquishes his position. Shirley will be on the Board for the remainder of 2014 and then will likely be re-appointed at the appropriate time for 2015.

## MARCH.2014 SECTIONAL

### SECTIONAL CHAIR:

Bill Beard reported that the Sunday Swiss at the March Sectional will be comprised of 7 rounds of 8 boards. The July Sectional Swiss teams will also be the same 7/8 set up. The starting times for the Friday and Saturday Pairs events at the summer, July Sectional will be 10:00am, 2:00pm and 7:00pm. A request was made for everyone to check the flyers on the ACBL web-site so that any errors can be corrected. The flyer for this March Sectional advertises starting times for the Friday Pair games at 9:30am, 1:30pm and 7:00pm. Bill Michael was consulted regarding the time changes for the summer Sectional and he said he would want to use only 24 boards for each event. Margaret Devere pointed out that the interval between rounds is the same as it previously was so the break time should not be an issue. Many Board members present felt that 26 or 27 boards were more appropriate for some of the events, so Bill Beard will talk with Bill Michael regarding this. If more money is needed to cover the costs of having 26 or 27 boards a round, then Bill Michaels will be asked to explain the extra costs. The Board will be then be informed of these costs and if appropriate, these extra costs will be approved.

A question was raised regarding Bill Michael's debt to the Unit. Jerry Ranney addressed this question. The quality of the cards used was in question and so the Unit bought new cards, however, since Bill Michael was responsible for the cards used, he offset the cost of the cards in his fees for the cost of the boards provided to the Unit. The costs for the director are the same as far as the boards are concerned. The actual cost is \$12.00 for a set of 36 boards but he has been charging \$6.00 per set in order to pay for the cards. His "debt" to the Unit will be paid up following this coming Sectional. Bill Michael is still responsible for seeing that the cards used are in good shape.

## HOSPITALITY

Jeanne Achziger reported that the menu for all the events has been set up with the caterer. The caterer's staff will not be able to serve the soup to each person so a sign will be present asking members to take one bowl per person and if more is wanted, a member could return after everyone has had one serving. A sign will be posted to indicate where the vegetarian dishes are being served. The cakes may be served at later time during the session and may be placed in a different area. The entry table setup will be different at this coming March Sectional. It will be located along the East wall. 108 tables will be set up instead of 105. John Gallagher expressed concern that the line food will affect people still playing. The Board hopes this will not be a problem and that players will do their best to not disturb those still playing. Yogurts will be added to the morning sessions and real self-contained creamers for coffee/tea will be available and kept on ice when served. The caterer will be asked to try to keep the soup hot. The cakes may be served a little later to allow all players access and 3 sheet cakes will be needed for each day starting on Friday.

The menu for each day is as follow:

Friday : Chicken/tuna salad croissants, veggie burgers, salad bar, cakes

Saturday: Potato leek soup, variety of breads, seasoned oyster crackers, chili, cakes

Sunday: Pulled pork sandwiches, veggie burgers, baked beans, cole slaw, potato salad, cakes

All agreed that the menus for each day sounded very good.

## CADDIES

Marilyn Ballon has the caddies set up for the Sectional except she is short one caddy for Friday. Lori Beard suggested that Carolyn Newcomb's granddaughters may be available and that they also want to caddy for the Regional. All other caddy requirements have been met.

## PARTNERSHIP

John Gallagher has some concerns that he may not be able to match up the people that need partners. At this time he has only 3 requests for partnership pairing and he is concerned that a match between these available players may not work. Margaret Devere suggested that the web-site would be helpful to the Partnership Chair in setting up partnerships. John Gallagher was concerned that changes or cancellations in web-site arrangements would be difficult to correct. John Gallagher also mentioned that the ACBL may be generating a web-site program that will be available to everyone. He also said that the current system seems to be working and that he will continue to do his best to give inquiring members the information they need in order to set up partnerships.

## SUPPLIES

Bill Beard will arrive at 3:00pm at the Jeffco site on Thursday before the tournament starts as he wishes to check over everything. Jim Calhoun will be on hand to assist as well. Any questionable charges should be checked with the office personnel at Jeffco. Jeanne Achziger and Chuck Goudey will arrive in the morning to drop off supplies. Jeanne will call 10 minutes before and tell the Jeffco personnel that she is coming in and needs access to the Unit's supplies. Jeanne Achziger will ask the Jeffco people to let her in and will make sure that her name is on the list at the Jeffco site. She will return at 3:00pm with the perishable products.

## PHOTOGRAPY

Margaret Devere reported that Joan Kushner has spoken to Sheryl Siegel who has volunteered to be the photographer and recommended we should accept her services. Chuck Henke has a camera that he will allow the Unit to use. All present were in favor of accepting Sheryl's services.

## WEB-SITE

Margaret Devere reported that the web-site is ready to receive results. Margaret Devere updated the publicity report: The July Sectional flyers are ready for handout. The I/N tournament flyers are ready to be set out at the March Sectional. The I/N ad has appeared in the Forum. The Regional ad has appeared in the Forum as well. Everything has been accomplished regarding publicity through the summer Sectional.

The mini- McKinney and Ace of Clubs awards will be presented in between sessions on Saturday at the Jeffco tournament. Jim Calhoun will announce these awards over the microphone and award them to those present.

## ON-GOING BUSINESS

**Directory:** Margaret Devere reported that the directories are completed and are being stored in boxes at her office. Many directories will be brought to the March tournament and laid out for members to take. An appropriate amount of directories will be given to each of the different bridge clubs. Bill Beard will bring a dolly to Margaret Devere's house and will assist with the transportation of the boxes. Bonnie Smith will call the smaller clubs regarding the availability of the directories

**Membership Report:** Jim Calhoun reported that Unit 361 currently has 1200 members.

**2014 Regional Logistics, to date:** Bill Beard is the Regional Chair and plans for the tournament are underway.

## NEW BUSINESS:

**Directory:** Distribution was previously discussed.

**Trophy and Awards:** Jim Calhoun already announced that trophies and awards will be given at the March Sectional on Saturday between sessions.

**I/N Up-Date:** Pat Henke has spoken to the club owners regarding the awarding of free plays. Alice Kinningham will direct and only requires one caddy. Pat Henke will arrange for a speaker to give a lecture at the tournament. Chuck Henke may be asked to do this. The dates of the tournament are April 12 and April 13 and the location is at the House of Cards. Jeanne Achziger inquired whether supplies that she uses for Sectionals will be used. Some supplies may be used but Pat Henke will keep receipts of any purchases and present costs to Lori Beard and will keep Jeanne Achziger informed as to any supplies used. Pat Henke inquired as to the amount that should be spent. A Previous "budget overview sheet" was presented and costs for the I/N tournament were reviewed. Pat Henke will use her judgment and the costs of the tournament will be covered as needed.

## NEWS FROM ALBUQUERQUE

The Albuquerque Unit required that a specific profit be guaranteed so the District was obliged to pay approximately \$11,000 to make up the deficit. The District financial obligation was due to the fact that Albuquerque had to change the dates of their regional this year.

## DISTRICT 17 ANNOUNCEMENTS/BUSINESS

Jerry Ranney announced that the District has lost approximately \$30,000 to date.

Flo Newlin announced the Unit 361 Board members are invited to attend a reception, Friday, May 23, 2014 at the Regional in between sessions. The purpose of the reception is to allow the local board and D17 members to mingle. Flo Newlin will be e-mailing an invitation in late April. Each invitee may bring one guest. The reception is not to honor the ACBL CEO although he will be invited.

Flo Newlin reminded all Board members that the deadline for the nominations for the charitable donation given by the ACBL is June 2014. All Board members were encouraged to submit the name and details of worthy charities and to include the 501(3)c certificate acknowledging that the charity is a non-profit organization. All suggestions are welcomed. The nominations, certificate and information explaining the worthiness of the charity should be given to Flo Newlin and she will then submit these nominations to the District 17 Board of Directors who will then decide which charities will receive the awards.

A discussion was held regarding plans to have duplicated boards at upcoming Sectionals during the Sunday Swiss team event. Bill Beard requested volunteers for a committee to discuss the possibilities. Flo Newlin, Jerry Ranney Bill Beard, Jim Calhoun, Margaret Devere, Bonnie Smith and possibly Penny Coffman will participate in the committee. All other Board members may participate as well. Possible ideas for different events for the Thursday and Friday night Sectional games will also be discussed as well as the possibility of a pair game made available on Sunday. The primary objective of these possible changes is to increase attendance. Bill Beard will set up the meeting and possibly Bill Michael will be invited to attend. Flo Newlin will discuss some of these possibilities with Bill Michael.

The next Unit Board meeting is scheduled for Saturday, April 5<sup>th</sup> at 10:30am at the House of Cards.

The meeting was adjourned.

Respectfully submitted

Bonnie Smith