

**UNIT 431 Board of Directors Meeting
17 November 2011 at Ted Eisner's home**

Present:

Ted Eisner
Emrys Evans
Ev Goedhart
Gayle Good
Bryan Grover
Kirk Homis
Leslie Wood

Regrets:

Ele Gibson
Tom Pelton
Connie Setterington

Call to order

Meeting was called to order at 7 pm and agenda accepted as presented.

Approval of minutes of 06 October 2011 meeting

Motion:

There being no errors or omissions the minutes were approved as presented.

moved, seconded, carried

Matters arising from previous meeting

- Gayle retrieved unit's signage
- Gayle yet to debrief Ele on assuming the chair of 2012 spring sectional [ACTION item]
- Gayle drafted job description for awards coordinator
- Leslie advised Matt has 3 directors confirmed for the 2012 spring sectional
- Ev has updated all job descriptions
- Ted to discuss issue resolution panel with Doug Fraser [ACTION item]
- Kirk has arranged to examine existing table inventory
- Kirk to work on action plan to increase 0 – 200 MPs players locally [ACTION item]
- Bryan advised membership directory is at the printers

Financial report

There is a cash balance of \$16,288 as at 13 November 2011. This sum includes recent receipt of \$1,191 of ACBL membership reimbursement and \$1,785 of Christmas party ticket sales.

Motion:

Financial report was received as presented.

moved, seconded, carried

Tournament coordinator's report

Senior Living Expo takes place 06 March 2012 from 10 am to 4 pm at the Pearkes Recreation Centre. Cost of booth is \$25. A schedule to 'man' the booth will be drawn up at the January 2012 board meeting.

Motion:

Unit 431 to book a table at the Senior Living Expo.

moved, seconded, carried

Christmas party

Activity list was reviewed. Outstanding items will be undertaken in a timely fashion.

ACTION:

Kirk to send reminder to pick up Christmas party tickets at local clubs [done]
Kirk to enquire whether Braille cards will be required at the Christmas party bridge game
Kirk to retrieve and deliver necessary supplies for the Christmas party bridge game
Bryan to confirm with N & B Hill whether they will do the 'meet and greet' at the Christmas party
Kirk to confirm with Mihail Vitchev that he will run the bar at the Christmas party

AGM (26 February)

Activity list was reviewed. Outstanding items will be undertaken in a timely fashion. Meeting will start at 12:45 with the game planned to start at 1:15. All Ace of Club and Mini McKenney 2011 winners will be encouraged to attend. Free pizza and beverages will be offered after the game.

Spring sectional 2012 (13 – 15 April)

Contract with Pearkes Recreation Centre is signed and submitted.

Spring sectional 2013

Dates still TBD pending availability Pearkes Recreation Centre.

Fall 2011 199er Ace of Spades tournament debrief [15 October]

First tournament was deemed a success with 12 tables for the morning pairs games and 10 tables for the afternoon Swiss teams. A number of participants attended the 16 October mentor game as a consequence and are looking forward to the Ace of Hearts tournament in February 2012. Fall 2012 date is 20 October. All volunteers were thanked.

Board member job descriptions update**Motion:**

Unit 431 accepts current baseline set of job descriptions recognizing that these are organic documents and subject to change.

moved, seconded, carried

Procurement

Unit will attempt to have a 3-year supply of tournament specialty paper items on hand.

Action:

Kirk will confirm with James Foster how and through whom paper supplies are ordered

Motion:

Unit 431 will order enough tournament paper supplies to carry it through the next two years (2012 / 2013).

moved, seconded, carried

Tables

Once current inventory is checked, the unit will purchase a number of bridge tables to make up a complement of 70. Suppliers have been researched; Canadian Tire may offer a reasonable option.

Building bridge in Victoria update**ACTION:**

Ted to contact individuals outside the board of directors to help develop a plan to build bridge in Victoria.

A local teacher who is introducing bridge into the classroom will be invited to a future meeting to discuss how the unit can support the activity.

Other business

- timing of sessions at sectionals

Tournament director will let winners know that a photographer is available at a certain time / place.

- unit web site

ACTION:

Leslie will connect with a web professional to assess the unit's site and to request a plan for updating the site which may include the purchase of relevant software.

Next Meeting

Thursday, 19 January 2012 at Ted Eisner's home. There being no further business the meeting terminated at 9:00 pm.

Tabled to next meeting

Newcomer game(s)
dated trophies

Summary of action items

Gayle

Gayle to debrief Ele on assuming the chair of 2012 spring sectional

Ted

Ted to discuss issue resolution panel with Doug Fraser

Ted to contact individuals outside the board of directors to help develop a plan to build bridge in Victoria

Kirk

Kirk to work on action plan to increase 0 – 200 MPs players locally

Kirk to send reminder to pick up Christmas party tickets at local clubs [done]

Kirk to enquire whether Braille cards will be required at the Christmas party bridge game

Kirk to retrieve and deliver necessary supplies for the Christmas party bridge game

Kirk to confirm with Mihail Vitchev that he will run the bar at the Christmas party

Kirk will confirm with James Foster how and through whom paper supplies are ordered

Leslie

Leslie will connect with a web professional to assess the unit's site and to request a plan for updating the site which may include the purchase of relevant software

Bryan

Bryan to confirm with N & B Hill whether they will do the 'meet and greet' at the Christmas party