

Unit 431 Board of Directors Meeting Minutes

Date: May 23, 2017

Place: Home of Barb Boisvert

Chair: Barb Boisvert

Present:

Barb Boisvert (Chair) Nev Hircock
Nancy Adrian Gail Richardson
Marnie Hueston Shelley Burnham
Gloria Dorrance JP Weber
Nigel Williamson

Regrets:

Holly Boudreau

1. Call to order: The meeting was called to order at 7:10 p.m. Barb Boisvert

2. Approval of Agenda Barb Boisvert

Motion: Barb Boisvert requested that two new agenda items be added: 6(f) Letter to Gail Grop, and 6(g) Letter from Chris Cookson. Gail Richardson/Nancy Adrian that the agenda be approved as revised. MSC

3. Approval of minutes for March 21, 2017 Regular Board Meeting

Motion: Shelley Burnham/Gail Richardson that the minutes be approved as distributed. MSC

4. Matters Arising from the Minutes All

Action items from previous meeting reviewed.

Discussion of Victoria Spring Sectional Tournament survey results: approximately 2 to 1 responses in favour of remaining at Mary Winspear at an increased cost, over returning to arena. Positive response to the change in game times. There were *326 tables* at the 2017 Spring Sectional, down from *341* in spring 2016, and an increase over the 5 year average of *301*.

ACBL Unit 431 Facebook page has been deactivated. JP Weber

No outstanding items remaining from March 21, 2017.

5. Reports

a. President Barb Boisvert

Priority is addressing the need for a duplicating machine. The 50/50 draw at the Spring Sectional helped, however Barb Boisvert would like to conduct another fundraising event. In addition, there is an anonymous donor and two loan offers to assist with the cost of the purchase. (See 5(b) and 6(c) below for additional discussion.)

The Spring Sectional was well done and J-P Weber was recognized for his work.

David Ward is the Chair for the 2017 Fall Sectional Tournament, but could not attend this meeting. Shelley Burnham will be managing the partnership desk and will assist David.

Unfortunately, the kitchen supervisor will likely not be able to return to the position, due to the lengthy hours.

J-P Weber to provide Shelley Burnham the supervisor's phone number. **Action: JP Weber**

b. Financial

Gail Richardson

Gail Richardson distributed a Financial Report for May 23, 2017 Board Meeting. As of May 20, 2017, ACBL Unit 431 has available cash of \$14,734.43. The Spring Sectional did very well, with a preliminary net profit of \$3548.99, compared to \$81.38 for 2016. Regarding the fund-raising for a duplicating machine, a gaming license was obtained, and the gross revenue from three 50/50 draws was \$810.00. Gail Richardson suggests we should feel free to use the \$3500+ profits toward the purchase of a duplicating machine.

The profit was in large part due to having only two directors for the Spring Sectional. Matt Smith has confirmed this will not be possible in future sectional tournaments, and we will need to hire three directors.

For the 2017 Regional, Unit 431 rented tables and Bridgemates to the ACBL, resulting in additional revenue for Unit 431. It is expected this will continue for future Regionals.

h. Regional Liaison

Gail Richardson

Gail reviewed highlights of a letter from Chris Cookson, Regional Liaison: The 2017 Victoria Spring Regional was a huge success. The Victoria Conference Centre has been booked for 2019 and 2021 at no increase in cost. Jan Galenza will chair in 2019, but requests a new chair for 2021. If anyone knows of potential chairpersons, please provide names to Barb Boisvert.

Action: All

There will be a Whistler Regional in October/November 2017. For information, contact camdoner@hotmail.com.

c. Membership

Nancy Adrian

There are currently 551 ACBL members.

d. Tournament Coordinator

Barb Boisvert

Barb Boisvert will complete the year 2018 Events and Sanction Numbers. She is asking for a replacement following this and is happy to train whoever takes the position.

e. Awards

Gloria Dorrance

Small amount of money has been left in budget for engraving. Discussion that the trophies are appreciated.

f. Inventory:

Marnie Hueston

We purchased a coffee urn. Many supplies needed for the Fall Sectional have already been purchased. Marnie Hueston will not be in Victoria in the fall during the tournament. Barb Boisvert reported that the tablecloths have been cleaned.

g. Webmaster:

JP Weber

JP Weber presented a usage report. There are approximately 500 to 600 hits on the ACBL Unit 431 website per week. There was a spike to 1500 hits around the time of the Regional. About 45 people participated in the most recent It's Your Call. JP is assisting Unit 429, North Island, with initiating this contest, and may develop a competition between units.

6. New Business

a. Report from Chair of the Spring Sectional Tournament

JP Weber

As discussed in the Financial Report, the Spring Sectional was a success. The primary challenge was to avoid a deficit. Additional caddies were hired to reduce impact of having one less director than usual. This will not be possible in the future. Discussion about encouraging sponsorship. JP acknowledged Barb Boisvert for pre-planning, Marnie Hueston for partnerships, Ruth Cain as caddy manager, and Nancy Adrian for helping with the kitchen.

It was agreed we need a microphone for the guest speakers at the next tournament.

Action: Shelley Burnham

Barb Boisvert, Tournament Coordinator, built a planning spreadsheet with 100+ items. There is also a binder of additional information if needed. JP placed the planning spreadsheet in a Dropbox folder, along with other procedures such as kitchen staff duties and speaker arrangements. JP encourages everyone to use the Cloud and Dropbox, as it is accessible from anywhere, reduces multiple versions of documents, and is free.

b. Update on the 50/50 Draw

Nigel Williamson

Nigel Williamson took care of the licensing for the 50/50 draw. Nigel suggests that we ask for volunteers to sell tickets at future tournaments or events.

c. Duplicating Machine

Barb Boisvert

Unit 431 will purchase its own duplicating machine, rather than share the cost and asset, however, the unit may consider renting the machine to club owners. Cost is \$3248USD for the machine and \$1000 for the boards and cards.

Discussion about possible fundraisers, such as collecting toonies. Gloria Dorrance to pick up toonie sleeves for rolling coins.

Action: Gloria Dorrance

Nigel Williamson and JP Weber to arrange purchase of machine and supplies, and confirm final amount.

Action: Nigel Williamson and JP Weber

d. Coordinator for Unit Mentor Games

Gail Richardson/Nev Hircock

There will be a new panel in the Bridge Buzz, consisting of Ernie Tradewell, Delma Murray, Mike Ainsley. Discussion regarding name for the new column.

Mentor Games Coordinator – Two people have offered to take on this role: Terry Foster and Heather Erskine. Barb will suggest they share the duties.

Action: Barb Boisvert

e. New Societies Act

Shelley Burnham

Agreement that vote to be considered a “member-funded” organization will be brought forward to ACBL Unit 431 membership at 2018 AGM. The resolution must be taken forward by that time. Gail Richardson questioned whether ACBL would approve of distribution of funds on dissolution of the unit. Shelley Burnham will connect with a few other BC units to confirm their approach.

Action: Shelley Burnham

f. Letter to Gail Grop

Barb Boisvert

A winner of a 50/50 draw donated her winnings back to the unit. Barb Boisvert drafted a letter of appreciation to the individual and it was signed by the Board.

g. Letter from Chris Cookson

Gail Richardson

See 5(h) Regional Liaison, above.

7. Meeting Adjournment and Date of Next Meeting:

There will be a Unit 431 Board BBQ at Gail Richardson’s home, at 845 Mann Avenue, on Sunday, August 13, 2017. Plus ones are welcome. Nancy Adrian agreed to organize event and will be in touch with the Board members regarding their steak or chicken choice and what each will bring to share.

Action: Nancy Adrian

Meeting adjourned at 9:00 p.m. The next meeting is tentatively scheduled, subject to David Ward’s availability, on Tuesday, July 18, 2017, at Barb Boisvert’s residence.

MSC

Minutes prepared by Shelley Burnham. Approved by Barb Boisvert.