

Unit 431 Board of Directors Meeting Minutes

Date: September 26, 2017

Place: Home of Nancy Adrian

Chair: Barb Boisvert

Present:

Barb Boisvert (Chair) Nancy Adrian
Holly Boudreau Gail Richardson
Gloria Dorrance JP Weber
Nev Hircock

Regrets:

Nigel Williamson
Marnie Hueston
Shelley Burnham

1. **Call to order:** The meeting was called to order at 7:05 p.m. Barb Boisvert

2. **Approval of Agenda** Barb Boisvert

The agenda was modified as follows:

7. f – Truck Rental Charges for Storage of Inventory

7. g – New Calendars (Previous 7.g item – “Inventory” included in 7 f)

7.j – November Rookie Game

Motion: Nancy Adrian/Nev Hircock that the agenda be approved as amended. MSC

3. **Approval of minutes for July 18, 2017 Regular Board Meeting**

Motion: Gail Richardson/Nancy Adrian that the minutes be approved as distributed. MSC

4. **Matters Arising from the Minutes**

a. **Update on Fall Sectional (including 50/50 draw)**

This update was included in the Financial Report 5.b.

b. **Ace of Spades Tournament**

Jon Preston has agreed to be the Director for this tournament. Gail Richardson will review the tournament financial program with Jon prior to the tournament.

Action: Gail Richardson

c. **Christmas Bridge – Dinner and Game (Dec. 2, 2017) Update on Volunteers**

Nancy reported she will purchase the liquor license for this event and that Emrys Evans will assist her with the bar. The Master of Ceremonies for this event will be Barb Boisvert. There was discussion about ticket prices for this event including having an ACBL (Unit) member price and a non-member price. Further discussion on this will be held at the next meeting.

d. **Draft Funding Criteria for Financial Support Awards to Qualifying Unit 431 Members**

Correspondence from Sandra and Doug Fraser outlining costs incurred for players who qualify for international events was reviewed. Discussion ensued regarding national and international events and qualifying criteria for funding from the Unit. Following discussion it was moved:

Motion: Nancy Adrian/Gail Richardson that those players who qualify for Canadian National or World Championships be awarded a maximum of \$200, subject to funding being available. MSC

5. Reports

a. **President** Barb Boisvert
The President reviewed the Summary of Actions from the last meeting. She also thanked everyone who assisted in the Fall Sectional and commented that the bridge sorter was used for the first time at this tournament.

b. **Financial** Gail Richardson
Cash balance as at September 22, 2017 is \$15,278.64. Gail advised that attendance numbers were down at the Fall Sectional by 29.5 tables; however, due to rate increases, 2 directors instead of 3, hospitality donations, financial donations, no payment for kitchen help and the 50/50 draw we were almost \$1,000.00 in the black. It was noted there was an excess amount of food at the Saturday breakfast.

To increase Unit 431 Members' attendance at the sectional tournaments, Gail suggested that if the Mary Winspear Center cannot rent this facility to the Unit on a Friday, Saturday, and Sunday then an alternative venue may be entertained. Barb and Gail will follow up on this.

Action: Barb Boisvert and Gail Richardson

c. **Membership** Nancy Adrian
Nancy reported that there are 554 Members in Unit 431.

d. **Tournament Coordinator** Barb Boisvert
Barb reported that most of the sanctioned events in 2018 are now booked. Ace of Spades flyers have been distributed. Doug Smith will coordinate this Tournament.

e. **Awards** Gloria Dorrance
Gloria explained that the Don Hueston memorial award qualification applies to those Unit 431 players who begin the calendar year with less than 20 points. The player who accumulates the most silver masterpoints at District 19 Sectionals throughout the year is declared the winner of this award at the AGM.

Those players with less than 20 masterpoints at the start of 2017 year will be provided to Gloria by JP Weber and Nancy Adrian.

Action: JP Weber/Nancy Adrian

f. **Inventory:** Marnie Hueston
Deferred to the next meeting.

g. **Webmaster:** JP Weber.
A poem written by Linda Patton and dedicated to Merv Adey has been added to Merv's memorial on the website.

It was reported that only 16 Unit 431 members participated in the most recent "It's Your Call".

JP Weber volunteered to work with the Ace of Spades tournament coordinator (Doug Smith) to update statistics, etc., on the game.

Action: JP Weber

h. **Regional Tournament Liaison:** Gail Richardson
Nothing to report at this time.

6. **New Business**

a. Bridge Buzz – Hard Copy Distribution Nev Hircock

Nev reported that he invites the four bridge club owners in Victoria twice each quarter to provide an update for the Bridge Buzz. New editions of the Bridge Buzz are uploaded to the Unit website and hard copies are distributed to the clubs. Following discussion it was agreed that hard copies will continue to be provided to the clubs.

b. Bridge Buzz – Review of Previous Editions Barb Boisvert/Holly Boudreau

Members were advised that Van Buchanan has retained all previous editions of the Bridge Buzz. She suggested the Unit may want to review them for nuggets of information that may be included in current Bridge Buzz publications. Further discussion on this idea was deferred.

c. Unit 431, Central Location Barb Boisvert

Barb advised that the Unit needs to purchase a computer and printer for the bridge sorter and that a dedicated office space should be rented to accommodate this equipment and to carry out the sorting of game hands for the mentor and sectional games of the Unit. Research on the cost of a 5X5 heated storage unit is \$98/month. Further costing will be undertaken as identified in 6 f. below. Nancy Adrian has agreed to store the Unit 431 boards and cards at her home, and the Bridge Sorter will be kept at Barb Boisvert's home until a central location can be found.

d. Bridge Sorter Management and Duplication for Venues Barb Boisvert

Barb performed this function for the Fall Sectional Tournament. She commented that the most time-consuming aspect was removing the cards from the board and that it takes 1 hour to do a set of 36 boards. It was noted that 3 more sets of boards and cards needs to be ordered before the Spring Sectional. Barb suggested that all Unit 431 Board Members be trained on using the Bridge Sorter and this was supported by the Members.

Action: All Members to be trained on the Bridge Sorter
Action: J.P. Weber to order 3 sets of boards and cards for Bridge Sorter

Recognizing the importance of managing the bridge sorter professionally, it was suggested a new Board position be created.

Motion: Nancy Adrian and Gail Richardson that the Unit 431 Board of Directors' create a new position for bridge sorter management to oversee the management and production of duplicate hands for all sectional and mentor games. MSC

e. Food at Sectional Tournaments Barb Boisvert

Nancy Adrian performed this labor-intensive function at our most recent sectional (this is usually a paid position) and commented that some foods donated were outdated and many items required preparation. Discussion on types of foods donated and potential impact on the bridge sorter ensued, noting that washing the cards after each tournament to ensure sticky foods did not adhere to them was not feasible due to the volume of boards and cards required for these tournaments. A restriction to the types of food provided at these events was discussed at length, however, it was agreed it would be difficult to enforce this.

- **Motion: Nev Hircock and Nancy Adrian that Unit 431 no longer provide food or accept food donations on the first two days of the Spring and Fall Sectional Tournaments but continue to provide breakfast on the swiss team day when old cards and boards are used.** MSC

Action: Barb Boisvert (email notification to members) and JP Weber (website)

f. Truck Rental Charges for Storage of Inventory

Gail Richardson

Gail reported that the storage rental company will no longer provide transportation of the inventory to the venue and that this responsibility now falls upon Unit 431 Members. In view of this change, the Committee questioned what the cost would be of renting a space large enough to accommodate the inventory along with the bridge sorter and related equipment. Barb and Gail will research rental costs and report their findings at the next meeting.

Action: Gail Richardson and Barb Boisvert

g. New Calendars

Barb Boisvert

Members were advised these new calendars need to be ordered in time for the Christmas Bridge Dinner and Game. Barb will clarify who will be assigned this task.

Action: Barb Boisvert

h. Sectional Swiss Teams – Proposed Time Changes

An email message from Matt Smith suggesting that the 299er swiss team game and the open swiss team game both begin their second set at 1:45 p.m., with lunch for the open team from 12:45-1:45. These changes were accepted as proposed and Barb will apprise Matt of this.

Action: Barb Boisvert

i. Introduction of New Bridge Players to Duplicate Bridge

Barb Boisvert

It was suggested that the Unit subsidize half the annual fee for players who attend the Rookie Game. This was proposed as a one-time only benefit. A decision on this proposal was not made at this time.

j. November Rookie Game

Barb Boisvert

Gloria agreed to coordinate November 12 rookie game.

7. Meeting Adjournment and Date of Next Meeting:

Meeting adjourned at 9:25 p.m. The next meeting will be held on **Tuesday, November 7, 2017, at Gloria's residence (202 Robertson Street).**

Minutes prepared by Holly Boudreau
Approved by Barb Boisvert