

Unit 431 Board of Directors Meeting Minutes

Date: June 26, 2018

Place: Home of Ann Brydon

Chair: Barb Boisvert

Present:

Barb Boisvert (Chair)	Nev Hircock
Holly Boudreau	Lionel Traverse
Ann Brydon	JP Weber
Shelley Burnham	Nigel Williamson
Gloria Dorrance	Gail Richardson

1. **Call to order:** The meeting was called to order at 7:03 p.m. Barb Boisvert

2. **Approval of Agenda** Barb Boisvert

The following items were added to the agenda:

- Web Master - Advertising
- Dawn Hueston Memorial Award
- Framed Lists (2) of Life Masters at VBC
- Bridge Sorter Position

Motion: JP Weber/Gail Richardson Burnham MSC

Barb reviewed the March *Summary of Actions* report.

3. **Approval of Minutes for March 27, 2018**

- 7d was revised to read: The next tournament **to be organized**.....
- The numbering sequences in the minutes are to be corrected

Motion: Ann Brydon/JP Weber MSC

4. **Matters Arising from the Minutes**

a. **Regional Tournament Liaison**

Flyers for our 2019 Regional tournament were made available at the Penticton tournament. Fundraising was discussed and it was agreed there would not be any District fundraising, however, our Unit may consider having a 50/50 draw.

5. **Reports**

a. **President** Barb Boisvert

The President reported on the following:

- The office is set up. Access to wifi is required and this has been brought to the attention of the landlord. Free plays were given to non-board members who assisted with the set-up.
- The VBC's bridge sorter requires repair as a result of Bill unsuccessfully doing the required upgrade himself. Our Unit has granted him access to our bridge sorter in the interim. As a result of Bill's experience, it was agreed our bridge sorter would be sent off for the upgrade.

b. **Financial** Gail Richardson

Available cash as at June 22 was \$12,224.28. Specific highlights of the report include:

- AGM deficit of \$-385.57
- Ace of Hearts surplus of \$325.70
- Spring Sectional surplus of \$4,430.05

- Asset Purchases of \$2,481.39
- Office set up costs of \$258 with the monthly fee of \$126.45 (\$1,517.40 annually)
- c. Membership** Lionel Traverse
Lionel reported that 11 new members joined the Unit, 4 members transferred into the unit and 2 members are no longer with the Unit.
- d. Tournament Coordinator** Shelley Burnham
 - Ace of Diamonds – attendance was down this year from 20 tables to 16. Roy asked for reimbursement for his assistance in the set-up and provision of limited supplies. He will be reimbursed \$25. **Action: Gail Richardson**
 - Ace of Spades – Shelley and Nev will look into the possibility of renting space at St. Peter’s Church. Ann agreed to be the back-up chair for this event. **Action: Shelley Burnham/Nev Hircock**
 - 2018 Fall Sectional Sept. 6-8 – Nigel will do the partnership desk. If there is a 50/50 draw, Nigel will get the licence. Matt agrees that caddies are not required for the pairs’ games.
 - 2019 Fall Sectional - will be on a Friday, Saturday and Sunday.
 - Christmas Party – A chair is needed for this event which is being held on December 1. Ernie will be the Director.
- e. Awards** Gloria Dorrance
 - **Framed Lists (2) of Life Masters at VBC** - Gloria will replace or repair the frames. The updated list of Life Masters will be stored on a memory stick and printed professionally.
 - **Dawn Hueston Memorial Award** – This award will take place at the Ace of Diamonds Tournament. The overall winner (total number of points for the day) will be presented with a trophy. Gloria will advise Marnie Hueston of this change. **Action: Gloria Dorrance**
- f. Inventory:** Ann Bryden
The inventory list will be expanded to include the office equipment/office items/furniture,etc. **Action: Ann Bryden**
- g. Webmaster:** JP Weber.
 - The website usage by Members remains consistent with a similar number of hits monthly.
 - Members are invited to forward any items for posting to JP.
 - It’s Your Call – this will continue and Holly will email the template to JP. Ann was congratulated on winning the most recent quiz. **Action: Holly Boudreau**
 - Mentor/Mentee – JP was asked to establish a database by Terry Foster. This site is located under “Bridge Victoria” in the Members’ section.
 - “Not Secure” message on the website when using Chrome and other browsers – Although there is no financial information that can be accessed, telephone numbers and names have the potential to be accessed. An SSL certificate can be purchased to provide protection of this information at a cost of \$1/month for a year. JP was authorized to make this purchase for a one year period A review of the benefits/cost will be carried out prior to committing for another year. **Action: JP Weber**

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

Gail Richardson

6. **New Business**

- a. **Bridge Sorter Rental** Barb Boisvert
The Bridge Sorter will be rented out to club owners at a cost of \$75/month.

Motion: Ann Bryden/Nigel Williamson.

**MSC
Action: Barb Boisvert**

- b. **Bridge Sorter Upgrade** Barb Boisvert
Nigel and Gail will send this off for the required upgrade.

Action: Nigel Williamson/Gail Richardson

- c. **Central Office** Barb Boisvert
An inventory of the office equipment/furniture, etc., is required prior to getting insurance.

Action: Ann Bryden/Barb Boisvert

- d. **Unit 431 Recorder Position** Barb Boisvert
John Preston has assumed this position.

- e. **Director Salary/Reimbursement for Small Sectional Tournaments** Barb Boisvert
It was agreed \$80 would be paid to each Director at these small sectional tournaments.

- f. **Non-Cancellation of Spring Sectional 2019**
This Sectional will continue as planned.

- g. **Request from Island Bridge for 3 Additional Bridgmates**
Gail will make this purchase. **Action: Gail Richardson**

- h. **Sponsorship of John Tessorolo's Teams to Grand Nationals**
VBC is hosting a charity game on July 21, with boards, venue sanctioning, etc. being initiated by Bill. Unit 431 will make a donation of \$100 to each Unit 431 team member.
Action: Barb Boisvert/Gail Richardson

JP will forward an email to Unit 431 and 429 (up island) members advertising the game.
Action: JP Weber

- i. **Bridge Sorter Position** Barb Boisvert/Nigel Williamson
Lionel, JP, Mike Dickie and Barb have offered to assist with this position.

- j. **Board BBQ** Gail Richardson
Gail has once again kindly agreed to have this BBQ at her residence on August 19.
Holly will assist with the coordination of this event.
Action: Holly Boudreau/Gail Richardson

7. **Meeting Adjournment and Date of Next Meeting:**

Meeting adjourned at 8:50 p.m. The next meeting will be held on **Thursday, September 20, 2018, at 7 p.m. This meeting will be held at Barb's Residence.**

Minutes prepared by Holly Boudreau
Approved by Barb Boisvert

