

Unit 431 Board of Directors Meeting Minutes

Date: November 7, 2017

Place: Home of Barb Boisvert

Chair: Barb Boisvert

Present:

Barb Boisvert (Chair) Nancy Adrian
Holly Boudreau Gail Richardson
Marnie Hueston JP Weber
Nev Hircock Shelley Burnham

Regrets:

Nigel Williamson
Gloria Dorrance

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:

6.e – Members' Response to Blast Emails

6.f – Web Movements at Sectionals

Motion: Gail Richardson/JP Weber that the agenda be approved as amended. MSC

3. **Approval of minutes for September 26, 2017 Regular Board Meeting**

The minutes were revised as follows:

5.d "Doug Smith and Gail Richardson will Chair the tournament."

5.e "Gloria explained that the Dawn Hueston memorial award....."

Motion: Gail Richardson/Nev Hircock that the minutes be approved as revised. MSC

4. **Matters Arising from the Minutes**

a. **Spring Sectional Venue**

Deferred to next meeting

Action: Barb Boisvert

b. **Ordering of New Calendars**

To date 170 calendars have been purchased. An additional 30 calendars are required.

Action: Gail Richardson/Barb Boisvert

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

The liquor license has been purchased. Nancy will inquire with Gloria if she is willing to do centerpieces again this year. In addition, Shelley will research the wholesale pricing of poinsettias.

Action: Nancy Adrian/Shelley Burnham

d. **Christmas Bridge – Member/Non-Member Pricing**

Pricing for the Christmas dinner and bridge game has been established as \$35 for ACBL Members and \$40 for non-members.

e. **Annual Fee Subsidy for Rookie Bridge Players**

Rookie bridge players pay a fee of \$2.00/game, with the balance subsidized by the Unit.

f. **Unit 431 Central Location**

Marnie and Barb will work together to identify storage costs and suitable locations.

Action: Marnie Hueston/Barb Boisvert

5. Reports

- a. **President** Barb Boisvert
The President commented that the most recent version of the Bridge Buzz was well received by Members. The Sectional was successful in many ways, however, there was negative feedback related to poor lighting and the placement of a voting booth (unrelated to the Sectional) that caused mobility issues for players with disabilities.
- b. **Financial** Gail Richardson
Cash balance as at November 7, 2017 is \$15,371.84. The preliminary net profit for the Ace of Spades was \$227.40. Jon Preston directed this tournament and, in future, it was agreed that all directors will have their copying expenses reimbursed.
- c. **Membership** Nancy Adrian
Nancy reported that there are 550 Members in Unit 431, including 4 new Life Masters.
- d. **Tournament Coordinator** Barb Boisvert
The Annual General Meeting will be moved to a later date in February. Barb will also confirm that Debbie Wastle is still available to be the director of the game following the AGM. **Action: Barb Boisvert**
The venue for the last mentor game was not cleaned following the game. Barb will follow up on this with Terry Foster and Heather Erskine. **Action: Barb Boisvert**
A float will now be provided by Unit 431 for all events held at the Victoria Bridge Club.
Ann Bryden will Chair the Ace of Hearts Tournament on February 24, 2018. Nancy Adrian agreed to do partnership for this event. **Action: Nancy Adrian**
- g. **Awards** Gloria Dorrance
Barb will ask Gloria to purchase coins for the 4 new Life Masters which are to be presented at the Christmas Dinner. **Action: Barb Boisvert/Gloria Dorrance**
- h. **Inventory:** Marnie Hueston
There are no inventory issues at this time.
- i. **Webmaster:** JP Weber.
The Christmas Party flier is on the website. The Committee was also asked to review their Job Descriptions on the website and report any changes to JP Weber. **Action: all Members**
In addition requested the Board register on the website for the automatic notification of changes to the site.. **Action: All Members**
- j. **Regional Tournament Liaison:** Gail Richardson
Nothing to report at this time.

6. New Business

- a. **Job Description for New Director of Bridge Sorter Position** Barb Boisvert
JP will place a copy the maintenance manual for the bridge sorter on the website. The Board was in agreement that the Bridge Sorter be filled for the 2018 year. **Action: JP Weber**

- b. Unit 431 Members' Contact Information Changes for Phone Directory** S.Burnham
Shelley will research the legality of publishing email and telephone information in the Unit's phone directory and report her findings at the next meeting.

Action: Shelley Burnham

- c. Reward for Volunteer Chair and Partnership Positions** Barb Boisvert
It was proposed that the Volunteer Chair and Partnership positions for all Unit 431 sponsored events be recognized.

Motion: JP Weber and Nev Hircock that the Chair and Partnership Positions for all Unit 431 events be given 2 free plays each. **MSC**

- d. Date for 2018 Annual General Meeting and Board Membership** Barb Boisvert
The AGM will be rescheduled to a later date in February – tentatively set for February 18, 2018.

Action: Barb Boisvert

Marnie Hueston and Nancy Adrian's positions will be resigning from the Committee at the end of their term. In addition, Gail will follow up with Gloria Dorrance to determine if she is agreeable to letting her name stand for another term. **Action: Gail Richardson**

Gail Richardson and Shelley Burnham will form the Nominating Committee to recruit replacement members. **Action: Shelley Burnham/Gail Richardson**

- e. Response to Blast Email** Barb Boisvert
There were mixed responses to the blast email regarding the provision of food at the sectionals, both supportive and non-supportive. The Board agreed that food would not be provided at these tournaments other than when swiss teams are being played.

- f. Web Movements at Sectionals** Barb Boisvert
In order to accommodate web movements at sectional tournaments, 4 more sets of boards and cards are required. Marnie will order these.

Action: Marnie Hueston

7. Meeting Adjournment and Date of Next Meeting:

Meeting adjourned at 8:55 p.m. The tentative date for the next meeting is **Tuesday, January 16, 2018, with Nancy Adrian Chairing in Barb's absence. This meeting will be held at Nancy's residence (166 Dennison Road).**

Minutes prepared by Holly Boudreau
Approved by Barb Boisvert