



## Unit 431 Regular Board Meeting

Date: September 26, 2023  
Location: Monterey Recreation Centre  
Chair: Ruth Davies, Tournament Coordinator  
Attendees: Farhad Rohani, JP Weber, Jill Plasteras, Maureen Trappe, Madeleine Tremblay, Janice Closson  
Absent: Ernie Tradewell,

Call to order at 3:40 pm.

### 1. Approval of agenda:

Maureen requested that Ele Gibson's resignation, and JP requested that Board Job Descriptions, be added to the agenda. **Moved** by Janice; seconded by JP; that the agenda be approved as modified. **Carried.**

### 2. Approval of minutes:

**Moved** by Farhad, seconded by Madeleine, that the minutes of the August 1, 2023 meeting be approved as circulated. **Carried.**

### 3. Matters arising from minutes:

#### a) Fall Sectional

- Overall the event was successful. Anticipated difficulties with parking did not occur, attendance was slightly lower (11 tables) than Fall 2022. Fewer out-of-town players this year.
- Discussion regarding ways to encourage future participation: better communication, paper flyers distributed to events in Qualicum, Duncan, and Vancouver.

- The cost of accommodation in Victoria was suggested as a possible deterrent. Suggested solutions included: partnering with a local hotel (Accent Inns) to offer discounts. Presidents of upper island Units to be contacted for their feedback/suggestions.
- Bruce requested a tournament assistant, and advance notice of statistics required for awards.
- Information regarding payment options should be clearly indicated on flyer.
- Disorderly players: Ernie to discuss with individuals.
- Event profit approximately \$ 1,600.00. The venue cost savings was \$ 2,400.00. Higher costs for U.S. exchange rate.
- The lack of a newcomer section was mentioned; should be included in future events.
- Some players reported that using pre-duplicated boards for the Swiss Teams event slowed the pace of play.
- Ruth is investigating dates in May for the Spring Sectional, and hoping for a Friday-Saturday-Sunday event

#### 4. New Business:

- Resignation of Ele Gibson: The Unit 431 accepted the notice of resignation from Ele Gibson, which leaves 8 members. Prospective new board members should be approached in advance of the AGM. It was mentioned that any member may attend Unit Board meetings, without voting privileges, and can assume some duties without being a board member.
- Job Descriptions: JP stressed the importance of institutional memory, and therefore stressed that board job descriptions should be updated and revised regularly to ensure continuity. Board members are encouraged to review their existing job description, and confirm that it is accurate. JP and Ruth will review the Membership job description, in light of Ele's resignation.
- Signing Authority: As this matter has not been resolved yet, it is critical that we deal with it immediately. Current board members with signing authority are: President, Secretary, and Treasurer. **Moved** by Jill, seconded by Madeleine, that the bank be advised that the current signing authorities are : President (Ernie Tradewell),

Secretary (Maureen Trappe) Treasurer (Jill Plasteras), and Tournament Coordinator (Ruth Davies). JP Weber and Gail Richardson should be removed. **Carried.**

**5. Committee reports:**

President's Report: Ernie left notes with Ruth, and indicated that everyone is doing great job.

Finances: Current bank balance is approximately \$ 20,000.00, of which \$ 4,000.00 is designated for the Duplicate Light project.

Membership: Ele has resigned but has indicated an interest in continuing with the following duties in the interim: name tags, D-Light lessons, reports to the ACBL regarding D-Light grant funding. A new person is required in the membership role, and Maureen is willing to be the D-Light board member contact until this matter is resolved.

Tournament Coordinator:

The Ace of Spades tournament will be held on October 21<sup>st</sup> at Knox Presbyterian Church.

The Christmas Party will be held on December 8<sup>th</sup> at the Strawberry Vale Community Hall. JP will take the the Serving it Right course so he can look after the bar; registration cost to be reimbursed.

Inventory: No shortage of any tournament supplies for the foreseeable future.

Webmaster: There have been some issues with service providers and 'trolls'. A new domain name has been established to change the home page adress, which will be migrated, eventually, to a new provider The possibility of printing business cards with the website contact information was discussed to facilitate website access by members. JP to pursue.

Regional Tournament 2025 in Victoria.

Tournament Coordinator: Ernie continues to duplicate boards for all Unit events, and the current laptop is no longer adequate. **Moved** by Jill, seconded by Maureen, that Ernie be authorised to spend up to \$ 600.00 to replace the Unit 431 laptop computer. **Carried.**

Ernie also reported that we need new boards and sets of playing cards. **Moved** by JP, seconded by Maureen, that Ernie be authorised to spend up to \$ 1,200.00 for 3 sets of 32 boards, and the associated playing cards. **Carried.**

**6. Next Meeting:** November 14<sup>th</sup>, at the Monterey Centre.

**7. Adjournment:** Madeleine moved that the meeting be adjourned, at 4:27 pm.

Minutes prepared by Janice Closson, Awards/Historian

Approved by Ruth Davies