



Memorandum of Discussion

ACBL Unit 174 Board of Directors Meeting

January 9, 2023

Tracy Gee Community Center

Call to Order

Kathleen McDougall

President Kathleen McDougall brought the meeting to order at 9:15 AM. Present at the meeting were Kathleen McDougall, Karen Nussbaum, John DuBose, Clif Rice, Thomas Rush, Greg May, Charles Dalton, Byron Fackenthall and Treasurer Steve Gordon. Also present were Betty Starzec and Nancy Stohmer. Jane Armstrong attended as a guest.

Approval of Minutes

Sarah Springer

SS presented minutes from **February 7, March 7 and December 5, 2022**. She requested that the Board review minutes promptly as they are circulated so that she is not making last minute changes prior to each Board Meeting. CR made a motion to approve the three sets of minutes, GM seconded the motion and all were in favor. MINUTES APPROVED.

Treasurer's Report

Steve Gordon

The \$2500 subsidy for the FLM program was discussed. Action Item: KN stated that the Policies and Procedures Manual should be updated to clarify the budget procedures.

After discussion it was the consensus that SG purchase \$2000 worth of \$2 bills for awards at the upcoming Regional.

SG reported that he is still having issues with investing our excess working capital with Vanguard. A resolution is required. TR made a motion that the Secretary draft the appropriate resolution of the Board to invest the money and that KM and SG would be the authorized signatories on the account. NS seconded and all were in favor. **Motion Carried.**

SG noted that at the end of calendar year 2022, there was about \$133,000 in the bank and added that \$12,000 of the LSR expenses had been pre-paid. The report was in



draft form, and has not been approved by the Verifier, so the Treasurer's 2022 Report will be considered for approval at a later date.

Technology

Greg May

GM stated that the sound system at the Marriott should be checked prior to the Regional. CR announced that set-up would commence at 10:00 AM on Sunday, January 22nd, and the sound system would be checked then. It was suggested that Jack LaVigne be invited to join us as he has some expertise in that area. KN agreed to contact JL and request that he contact the Marriott now to address any sound system issues.

Procedure Manual

Clif Rice

CR made a motion to amend the Policy and Procedures Manual, section 3.59, to provide that the voting take place one hour before the games on Friday and Saturday of the Election Sectional, and that voting will close at the commencement of the second session on Saturday. NS seconded the motion and all were in favor. **Motion Carried.**

KN stated that the procedure manual should have clarification regarding reimbursement for holiday parties. CR made a motion to amend the Policies and Procedures Manual to provide that the Unit would subsidize one holiday party per club per holiday season. KN seconded and all were in favor. **Motion Carried.**

District Update

Betty Starzec

Evvie Gilbert is the new Scorecard Editor.

Club Connection

John DuBose

The next Club Connection game will be January 10, 2023 at the Cypress Club. College Station, Clear Lake and BCOH need to be visited in the future. NS recommended that the board play in these club games every other month. JD will arrange a March date for Club Connection.

Club Manager Report

Greg May

No report.

Supplies and Warehouse

Clif Rice

CR reported that he and SG have made an inventory and he circulated a list. He noted that 30 tables were missing but they were 22 years old and totally depreciated. It was agreed that dilapidated tables should be discarded and that a "red tape" or other system needed to be utilized to weed out bad tables after the Regional.



CR stated that we do not need two full-sized storage units, and requested that Unit 38 be closed out and that we get a smaller second unit at a cost savings to the Unit. TR made a Motion to cancel one unit and rent a smaller one. BS seconded and all were in favor. Motion Carried.

BS suggested getting cleaning wipes and CR agreed he would purchase some.

There are two malfunctioning timers and two that work. The damaged timers should be discarded. A new timer costs \$470; it was agreed that two timers are adequate.

Committee Reports

Nominations

KN stated that the following slate has been nominated for the next Board of Directors: Karen Nussbaum, Eric Watson, Paul Nimmons, Dick McGaughey, Nile Gross, and Antoun Henri.

CR made a motion that electronic/early voting should commence on Thursday March 9, 2023 and continue to April 13, 2023. NS seconded and all were in favor. **Motion Carried.**

Discussion was had on the voting period and that it was a good idea not to have voting on Sunday. (See Policies and Procedures section re change recommended.)

Charity Report

Nancy Strohmmer

NS will have a check for \$1914 to present to the Houston Food Bank at the Regional. She requested authority to spend \$20 for an oversized whiteboard "check" to be used for the photograph. All agreed that this was an appropriate expenditure. Present for the photo opportunity will be those who nominated the HFB to receive our donation, Patricia Freeman, James Sells, Evvie Gilbert, and Robin Ladin. Board members are welcome to appear in the photograph as well.

NS stated that the March Unit calendar lists the next Charity games; they will benefit the Houston Food Bank and Grass Roots.

I/N /Future Life Masters

Kathleen McDougall, Greg May

KM stated that the Sunday 0-5 games are continuing at Shriners and there is also a 299r game on Thursdays at Shriners. KM noted that the FLM website is excellent. There will be setup for the FLM at Regional so that the program has great visibility. BS stated that we do not have a bookseller vendor at the Regional so there will be plenty of room to afford good visibility for FLM.



GM stated that the online games have been suffering but that is understandable due to the holidays, and things are presently picking back up.

Education

Kathy McDougall

No Report, other than Bridge Wiz has already started.

New Member Recruitment

Charles Dalton

KM stressed how important it is for us to recruit new members and stated that she is working on a taskforce to target retirees. BS stated that when outreach is made, specific information should be relayed such as the timing of classes, discounts and the like. It was decided that a game plan will be developed and implemented following the Regional.

Unit Newsletter

Evvie Gilbert

BS announced that Evvie Gilbert is the new Scorecard Editor and Ken Mazingo is assisting her in getting up to speed. She is also the Editor of the Unit Newsletter, and is excited about getting everything updated to produce excellent editions.

Website & Information

Allison Ochsner

No Report. All agreed that AO is doing an excellent job.

NAP/GNT

Karen Nussbaum

A and C of the GNT will be held in Houston at the April Sectional. TR stated that Clubs should have a subsidy to clubs to encourage winners to compete. The clubs already are subsidized to sponsor the competitions.

Awards

Karen Nussbaum

KN stated there was one new Life Master but she has not received the rank changes report. CR stated he has been getting them and will forward the report.

April Election Sectional tournament

Charles Dalton and Kathy McDougall

The flyer was distributed and a brief discussion was had regarding table fees.

Galveston Tournament

There is an issue with the upcoming October Sectional in Galveston as the sanction dates and the dates scheduled for the tournament do not coincide. BS pointed out that the District will not permit any conflict of our sectional with the San Antonio sectional. Paul Cuneo will be enlisted to help us with this situation.

Lone Star Regional

Kathleen McDougall and Karen Nussbaum



KN stated that rooms are being reserved at the Marriott and should be at least double last year's room count. Marriott is not cutting off the deadline to reserve rooms, and people need to be aware that to get our negotiated rate they MUST reserve by using the link or the telephone number on the flyer.

BS will be making some contact to see if we can get a Baron Barclay vendor at the Regional. JD reported that he has obtained discounts at ten area restaurants for our LSR attendees. GM will share with KN his Amazon link to order bracelets for the Covid desk. BF stated that Linda McReynolds is the Covid chair. KM mentioned that FLMS will receive a coupon for one free session on Tuesday.

KN has requested photographs and biographies of the speakers. The information will be in the daily bulletin. KN stated that the Director's course has been canceled. There are 11 registered for the Teacher's course. The classes start at 9:00 am. and the Marriott needs to be informed so that doors can be unlocked timely. Patty Tucker is the instructor and she will also be a speaker on Monday.

KN continued that the District Breakfast would be in the Richmond Room. There will be a banner for awards up all week. The Teacher of the Year banner will be up on Thursday; BS stated the District would provide the breakfast and two cakes.

The volunteer luncheon will be Thursday at noon; the Houston Food Bank donation presentation and photo-op will be at 2:20. There will be a boxed lunch in the suite for the volunteers.

KM will make a sign to state that the BOD reserves the right to ask anyone with a fever to leave the tournament due to Covid concerns.

Bert Onstott is producing the new membership directory. He will have a room at the Marriott. BS wants an alphabetized list of winners from the DIC for awards. Caddies have been lined up. Susan Banks may be willing to do the labels; if so, she will get a room at the Marriott.

Adjournment

Motion to adjourn

Motion carried

The meeting was adjourned at 11:30 am.

Respectfully submitted,

Sarah Springer, Unit 174 Board Secretary

