



Memorandum of Discussion

ACBL Unit 174 Board of Directors Meeting

May 5th, 7:00 PM

Houston Bridge Studio

Call to order

Jolie Hess

The meeting was called to order at 7:03 pm. Present were Jolie Hess - President, Bert Onstott - Secretary, Karen Nimmons, Joyce Ryan, Lauri Laufman, John Erickson, Paul Cuneo, Bob Dowlen, and Jim Woodward - Treasurer.

Minutes of April board meeting

Bert Onstott

The minutes of the April meeting were approved by on-line poll.

Treasurer's report

Jim Woodward

The April tournament appears to have lost a little over \$5,000, mostly due to the playing site costing a little over \$9,700.

The Unit will make a donation to M. D. Anderson in the amount of \$263 for the April Tournament. The secretary will write a letter and send the check.

Motion: That the May financial report be approved.

The motion was seconded and unanimously approved.

Committee Reports

Awards/Flyers

Karen

All the Life Master plaques but one have all been handed out. Shirley Stanton was given her Goodwill pin. All the Ace of Clubs and Mini-McKenney awards have been given to the winners.

Karen has found that Life Master Plaques can be obtained for \$1200 for 100 from a place near her home. She would like to purchase these.

Motion: That Karen be authorized to spend \$1,200 to purchase 100 new LM plaques.

The motion was seconded and unanimously approved.

Bridge in Schools

Jolie (For Carolyne Fox)

No report.

Communications Committee

Jolie (for Betty Freedman)

Betty sent out her report. Her committee members (Mary Jane Kinnebrew, Bille Sampson, Bridgette Sandifer, Judy Ensor, Bathsheba Perry, Mavis Warren, Barbara Nance, and Ellen Greenfield) have called or attempted to call 12 new players, 24 non-LM's who haven't paid, 3 transfers in, and 3 LM's who haven't paid. The committee is working well.

Membership

Bert

Membership is up four to 2348. We had 24 new members.

Fund Raising

Bob

Bob received a check from Kroger's for \$155.09 and turned it over to the Treasurer to be deposited. This is likely the last payment from Kroger's, as their program is being phased out in favor of a new one. Bob will see if we can get involved in the new program.

Goodwill

Pat

No report.

I/N, Education, Book sales

Joyce

Book Sales

Joyce reported that she sold 78 books, most of them to Dave Glandorf. One teacher wanted to return some books they bought and get a refund; that's not a practice we support. But Joyce is willing to swap one book for another (e.g. – A Heart book for a Diamond book).

Education

There is nothing new to report.

I/N

Joyce is continuing to teach the 0-20 players at the Houston Bridge Studio a short lesson before the 0-20 game on Monday night.

NAP/GNT

John

GNT

John has contacted the six B qualifiers; four of them are going to Richardson for the District Finals, and two are not. John will be calling those next in line in qualification order to see if they want to go.

NAP

John will be arranging playing sites for the NAP Unit qualifying games this fall, and will be working on a flyer for the NAP program.

STAC

Bob

Bob Dowlen was appointed STaC coordinator, replacing Karen.

The next Unit STaC is not until October.

Supplies

Lauri

Lauri reported that she had inventoried the two big crates, a pallet of awards and wanted to get a handle based on receipts of how we stand on supply usage in other areas. As it stands, we should be good for the June sectional in Bryan.

When asked about Unit directories, Lauri reported that there are about 2 cases of books in the crate which will go to the next sectional and 1 case remaining on a pallet. Based on a recent request, Lauri will have some over to HBS before the 299er, weekend of May 16.

Lauri has ordered name tags for Bob Dowlen, Paul Cuneo, Sandy Stevens, and Sandy Bippert. They will be delivered within the week.

Tournament Coordination

John

No report.

Old Business

April Sectional

Karen/Lauri

There were three free plays used by some unauthorized person shown on the April tournament report; it is unclear who actually used these free plays. Bert asked Tom Marsh about this while he was in Gatlinburg, Tom said he didn't know who used them, and had contacted John Smalley in an attempt to find out. As yet, this issue remains unresolved.

June Sectional

Lauri

Lauri reported that all is on track:

- Donna will take photos.
- Bob will be I/N chair.
- Barbara has arranged for gift bags.
- Barbara is soliciting donations for the Silent Auction to benefit the 2009 NABC.
- Lauri will arrange for the ACBL to send an e-mail about the tournament to all of Districts 10, 15, 16, and 17 (Texas, Oklahoma, New Mexico, and Louisiana) about six weeks in advance of the tournament.

Karen has already distributed flyers to all local clubs and to tournaments in the District between now and June. She will also send flyers to clubs in nearby units.

August Sectional

Pat, Bert

What's been done:

- The game schedule has been finalized, sent to Memphis, and approved by Memphis.
- The budget has been approved.
- Pat arranged for committee chairs:
 - Hospitality - Debbie Bellan and Ellen Greenfield
 - Partnership - Judy Smith and Joyce Seibert
 - I/N - Joyce Ryan
 - Caddy - Sandy Stevens
- Pat arranged for the hotel; we will be using the Super 8 motel on Murphy road.
- Donna Sparks will be available to take pictures.
- The flyer has been developed, in both print and on-line versions, and is up on the web. Copies will be available around the first of June.
- The Scorecard ad will be sent to Ira around the end of May.
- We will be using the Stafford Municipal School District for snack bar services.

October Sectional

John, Paul

John proposed a schedule for the October tournament, which is the same as the schedules for our recent sectionals. It is shown in the table below:

October 2008 Sectional Schedule

		Friday Oct 24		Saturday Oct 25			Sunday Oct 26	
		1:30 PM	7:00 PM	9:00 AM	1:30 PM	7:00 PM	10:30 AM	TBA
PAIRS	Stratified Open Pairs	■	■	■	■	■	■	■
	Handicapped KO		■	■	■	■		
	Compact KO				■	■		
	Stratified Swiss					■		
	Strati-flighted Swiss						■	■
Teams	0-5 pairs				■			
	0-49 pairs	■	■	■	■	■	■	■
	0-299 pairs	■	■	■	■	■	■	■
Int/Nov	One session	■						
	Two sessions	■	■					
	Two out of three sessions	■	■	■	■	■	■	■
	Four sessions	■	■	■	■	■	■	■
Stratification & Flighting	Stratified Events:	A: 1500+	B: 750-1500	C: 0-750				
	Strati-Flighted Events:	A: 3000+	B: 750-1500	C: 300-750	D: 0-300 (BCD play together)			
	Intermediate/Novice Strats							
	299ers:	A: 200-300	B: 100-200	C: 0-100				
	49ers:	A: 20-50	B: 5-20	C: 0-5				
	299er Swiss:	A: 200-300	B: 100-200	C: 0-100				

Motion: That the October schedule as proposed be adopted.

The motion was seconded and unanimously approved.

Pat is working on contract with the Humble Center for October. The dates are reserved. The site wants \$2,000 per day this time; last October we only paid about \$2,500 for the entire tournament. Pat and John are trying to negotiate some middle ground.

Online partnership desk

Bert

Bert has purchased Dreamweaver and is starting work.

Contract for Head Caddy

Jolie

We continued discussion of the proposal by Sandy Stevens that we provide the Head Caddy, Sandy Bippert, with a contract for her services (see last month's minutes for more details). This contract would clarify expectations on both sides, and give Sandy a sense of security in the job. After the discussion, it was decided to proceed with the contract.

Motion: That we formalize our relationship with Head Caddy Sandy Bippert by adopting a contract between her and the Unit.

The motion was seconded and approved.

Jim will draft a contract for approval at the next meeting.

Programs for Clubs

Joyce

We discussed the six programs to support new players that Joyce would like to see adopted, as reported in minutes of the April meeting. We agreed to adopt five of them. The exact wording will be worked out via e-mail prior to the next meeting, when they will be formally approved.

Marriott Renewal Contracts

Bert/John

Paul Cuneo, John Erickson and Bert Onstott met on Thursday, May 1st to plan the negotiations. They have a meeting scheduled with the Marriott's Gary Bernard on Thursday, May 15th at 9:30 am.

Two items must be addressed:

- 1) Contracts for 2011 and beyond, and
- 2) Reduction in room night commitment for 2009.

The current plan for 2011 and beyond is to try to extend the current agreement as far in the future as possible, while doing all we can to minimize cost increases. If we have to absorb increases in what we spend, we'll try to make them in the banquet costs, since we are already spending more for food and beverages than we are required to by the current contract.

It is expected that the room nights at the February regional will be down due to the impact of the NABC in March. When we had the NABC in March of 2002, we experienced a 32% drop in room nights for the January 2002 regional from 2001, but that was only four months after 9/11 and lots of people weren't traveling then, so it's unclear what impact the 2009 NABC will have.

The plan is to propose a 25% decrease in room night commitment, and explore to see if there isn't some more flexible arrangement that can be reached that would allow us to mitigate the risk of over or under committing on room nights.

New Business

2009 Sectional tournament sites

John

We have to begin finding places to hold our 2009 sectionals. John has a list of places to look at, and will be contacting them in the next month. He will at least get all of our tournament dates tentatively reserved somewhere. Ideally, we'd like to find a place south of Houston to hold one of the tournaments.

2009 Regional Budget Approval

Jolie

Jolie reported on the proposed budget for the 2009 Lone Star Regional. The budget was formulated based on the assumption that table counts would be down by 20% over 2008. That assumption leads to the projection that the tournament will lose about \$4,200. The details are shown in the following table:

HOUSTON 2009 LONE STAR REGIONAL			
	2008 Actual	2009 Budget	Change from 2008
Net Income/(Loss)	\$6,619	\$(4,255)	\$(47,073)
Income	\$138,546	\$109,010	\$(29,536)
Event Name Sales	\$2,600	\$2,680	\$80
Entry Fees	\$135,560	\$106,490	\$(29,070)
Income from jewelry vendor	\$250	\$--	\$(250)
Pre-paid entries	\$300	\$--	\$(300)
Non-member fee	\$8	\$10	\$2
Refund to player	\$(52)	\$(50)	\$2
Fill-ins	\$(120)	\$(120)	\$--
Expenses	\$(131,926)	\$(113,265)	\$(17,537)
Advertising	\$(3,345)	\$(4,540)	\$94
Caddy expense	\$(5,510)	\$(5,680)	\$170
Daily Bulletin	\$(4,661)	\$(4,760)	\$99
Directors	\$(42,002)	\$(34,620)	\$(7,383)
District breakfast	\$(535)	\$(550)	\$14
District Fees	\$(3,876)	\$(3,039)	\$(838)
Free plays	\$(1,294)	\$(1,330)	\$36
Hand Records	\$(152)	\$(160)	\$(8)
Hospitality	\$(27,421)	\$(21,428)	\$(5,994)
I/N services	\$(843)	\$(350)	\$(493)
Misc	\$(459)	\$(470)	\$11
Partnership	\$--	\$--	\$--
Playing Site	\$(7,950)	\$(7,950)	\$
Printing	\$(227)	\$(230)	\$2
Printouts	\$(964)	\$(990)	\$26
Prizes and awards	\$(1,114)	\$(1,150)	\$36
Registration Packet	\$(2,066)	\$(2,130)	\$64
Rooms	\$(4,591)	\$(5,310)	\$718
Sanction fee	\$(11,435)	\$(9,984)	\$(1,452)
Student discounts	\$(174)	\$(180)	\$6
Supplies	\$(2,237)	\$(1,965)	\$(272)
Set aside for Houston 2009 NABC	\$(10,863)	\$(8,479)	\$(2,384)
Tips	\$(200)	\$(210)	\$10

Motion: That the proposed budget for the 2009 LSR be adopted.

The motion was seconded and unanimously approved.

Review revisions to Procedures Manual All

The board reviewed the revisions to the Unit 174 Procedures Manual, and made several corrections. Bert will finalize the revisions, store the updated manual on www.box.net, and let everyone know when that has been done.

Adjourn

The meeting was adjourned at 10:30 pm.

Respectfully submitted



Bert Onstott
Secretary, ACBL Unit 174