



Memorandum of Discussion

ACBL Unit 174 Board of Directors Meeting

September 12, 2016

Tracy Gee Community Center

Call to order

Bill

The meeting was called to order at 9:30 am. Directors present were: Bill Riley, Dianna Gittelman, Daniel Jackson, Nancy Strohmer, John Caudill, and Ken Hudson. Director present by "Call-in" was Bob Armstrong. Members not present were Dan Lightman and Mildred Breed. Also present was Gary Hercules.

Approval of minutes

Bob

The August meeting minutes were prepared and emailed to the Board

Motion – That the August 2016 Minutes be approved

The motion was seconded and approved by all.

Treasurer's Report

Gary

Gary reminded the Board members to ensure proper documentation and authorization of funds expended, the Reimbursement form located on Box.net needs to be used when appropriate. This will ensure the correct account/event/category of expense is charged. Nancy agreed to send the Office Depot number to all the Board Members for their use.

Gary stated that three expenses at the August sectional that have been classified as liabilities on the August financial statement and have not been paid pending backup and approval.

The food set-up cost was discussed by the Board.

Motion – That a budget of \$15.00 per set-up person be approved. This expense will be part of the budget for each tournament and the Tournament Chairman is responsible for payment and approval of the expenses.



The motion was seconded and approved by all.
Gary reminded all that the Procedures Manual be adhered to for expense handling and expenditures.

Motion – That the August 2016 Financial Statement be approved with reclassification of items not to change the bottom line of the statement.

The motion was seconded and approved by all.

Motion – That the June and July 2016 Financial Statements submitted by email from Gary Hercules be approved.

The motion was seconded and approved by all.

District Report

Nancy

Paul Cuneo submitted the following from the District 16 Meeting held on September 3, 2016:

- The District's financial position remains strong. Jim Woodward completed the Verifier's report for the year 2015. This is the first Verifier's complete report since the position was created in 2013. The District has not had an audit for several years, so everyone was glad to see Jim's report.
- San Antonio reported that they had over 400 tables for NLM Regional. Some players were disappointed that the Gold point portion was so small at 25% of what an Open regional would award. Overall it was a very successful event.
- Dan Morse gave a summary of the Washington D.C. Board meeting.
 - One change is that partnerships may agree that a 1NT opener is made with a singleton A, K, or Q, provided the hand does not also have a doubleton.
 - ACBL and BBO are working on a solitaire version of MiniBridge.
 - Dan announced that he will resign from the ACBL Board at the end of 2016. As First Alternate, Paul Cuneo will serve the final year of his term.
- Jim Thurtell has finalized the conditions of contest for the GNT cycle. They were approved by the District Board and will be posted on the D16 website after approval of ACBL. One significant change is to allow GNT qualifying games at clubs beginning in October. Similar to NAP qualifying, records of the individuals who qualify will be available to the Unit. Qualifying at clubs is NOT required for this cycle!
- Players in San Miguel are petitioning ACBL to form a new Unit in Mexico. The District will not oppose this change if they can meet all the ACBL requirements.



- Dallas conducted a successful Learn Bridge in a Day event and Ft. Worth has one planned for later this month. Austin and San Antonio have reviewed the program and will not present one this year due to lack of volunteers to plan and organize it given all their other activities.
- Laura Delfeld from Austin is the District's new I/N coordinator and she attended her first meeting.

Old Business

August Sectional

Dan/Mildred

This item tabled until our next meeting.

Fall Sectional

Daniel/Ken

Daniel, Ken and Chuck Ensor met with the South Shore Harbor Resort (SSHR) staff to discuss the upcoming event. A tour of the remodeled facility was taken and all were impressed with the improved lighting and upgrades to the facility. No changes to the budget were deemed necessary after this discussion. SSHR is prepared for delivery of supplies, floor plan set-up and timetable, coffee and water stations, Sunday Lunch menu of box lunches and timing, Friday and Saturday dinner and lunch options – buffet lunch on Saturday pricing to be finalized by Daniel and Ken, sound system and A/V options.

Motion – The entry fees for the Friday evening session games will be \$5.00. This was in the proposed budget but not a typical game fee charge. This is being done to increase the number of players playing Friday night.

The motion was seconded and approved by all.

In the email blast advertising the tournament, the \$5.00 Friday evening entry fees, improved lighting and local dinner opportunities on Friday should be emphasized.

2017 LSR

Bob/Bill

There was discussion among the Board regarding conflicting Regionals with the 2017 LSR. There are 4 Regionals the same week and this may impact the number of participants. 80% of players from last year's tournament were from District 16.

There was discussion and general consensus to have Tervis glasses (smaller than the one demonstrated) and glass cleaning cloths as registration gifts. Also that mugs and \$2.00 bills be offered as prizes as well.

The Director refresher course will be presented but the Director training course will be not be offered at the LSR due to staffing issues.



The 2017 LSR budget was prepared, reviewed and presented to the Board.

Motion – That the 2017 LSR budget be approved.

The motion was seconded and approved by all.

April, 2017 Sectional

Nancy/Ken

The 2017 Election Sectional budget and schedule was prepared, reviewed and presented to the Board.

Motion – That the April 2017 Sectional schedule and budget be approved.

The motion was seconded and approved by all.

It was agreed that players with 0-5 mps will play free the first time they play. Accordingly, the working on the flyer will be: 0-5 play free the first time they play. The budget presented reflects this. Set-up will be on Thursday evening to be prepared for a 10:00 AM Friday game. The Boardroom has been reserved for vote counting. The Rose Garden is reserved for GNT qualifying on Friday and Saturday. Costs of the GNT qualifying sessions to be borne by the District.

Motion – Session winners will have the option of receiving \$2.00 or a mug.

The motion was seconded and approved by all.

Scoring pads to be used for the tournament to come from BCOH, Clear Lake Bridge Club, Tracy Gee's and/or WBA. Bill took an action item to prepare an annual list from which full service clubs scoring pads will be supplied from for each of the upcoming tournaments. The list will be sent to the respective clubs so that each will know in advance which tournaments they will be providing pads. Once a drawing is completed for the newly configured layout for the Sunday session (annual Meeting). Bert Onstott will be requested to provide a CAD drawing.

Selected Areas of Emphasis for 2016/Board Assignments

Bob

A new listing of responsibilities was prepared and sent by Bob to Board members.

It was noted that Sheryl Thomas has 3 items on the list and Bob will invite her to an upcoming meeting to review/discuss her areas of emphasis.

Learn Bridge in a Day – Ken Hudson is the new Board Chairman for this event and will work with Betty Starzac to finalize a date/time/place for an April/May event.



Club Connection – The La Grange club is being placed in the Austin District. BCOH's 15th year anniversary is in 2017 and a club connection will be made coinciding with the anniversary. Tentative plans for the Board to attend Tracy Gee's Holiday Party. Bill is putting together a new Club Connection list and will provide to the Board.

ABA-ACBL Championship Pairs game – John communicated with Gloria Cooper (ABA Representative) and agreed upon a tentative date – Saturday, February 4, 2017, pending site reservation.

MiniBridge Committee Report

Nancy

There was discussion as to the title of the committee. Paul Cuneo was filed and submitted the committee report as a Marketing Committee – Nancy was to clarify with Paul.

The Committee report filed by Paul Cuneo is as follows:

MiniBridge Committee met on Sept 10. Teresa Labonte, an elementary school teacher and Unit member met with the committee to ask for assistance for an afterschool bridge program at her school, Greenwood Forest Elementary in the Klien ISD. She expects to have 12 students beginning in October. Gary King and Paul Cuneo will work with her using MiniBridge.

We have planned events for the Clear Lake Sectional and Lone Star Regional, and I estimate that we'll need additional funding. We've asked Gary Hercules to help us reconcile what has been charged to the committee thus far as our estimates are less than his total. This should be accomplished in the next couple of weeks so we can make a request at the October meeting.

Unit 174 held its second MiniBridge party on August 13. Despite inclement weather, 35 people attended the party and we had a great time.

Board Members Election Procedure Petition

Ken/Bob

Bob to provide the Board the letter drafted by Dan to be included in the information presented to members to help explain the election procedure petition.

Motion – The Election Procedure Petition to be posted in the District Scorecard newsletter to comply with the Unit bylaws of member notification.

The motion was seconded and approved by all.

Bob to Nominating Committee chairman and then the Committee chairman will form a committee of 5 members in good standing and present this to the Board for approval.

Communication Report

Nancy



The Communication report was sent prior to the meeting with no questions. There was discussion that Shawn Quinn and Gary King belonged on the MiniBridge committee, but not on this committee. Also, it was suggested that Bert Onstott be added to the committee.

A brief summary of the committee activity is as follows:

The Communication committee met on July 6 and August 17. The two main action items were:

- Jeff will complete the Blue Host design paperwork
- After completion of the paperwork, Jeff and Bert will have a consultation discussion/meeting with Blue Host and recommend the course of action
- Jeff and Bert have not reported back to the Committee as yet.

2017 Fall Sectional

Dianna

Dianna has met with the Hilton at Greenspoint and is working with them on finalizing a price for utilizing facility for the 2017 Fall Sectional. Dianna has toured the sight and is impressed with facility and believes this would be an excellent facility to hold a sectional and possible regional tournament. Dianna to provide cost information at our next meeting. The Board was favorable to use the Hilton at Greenspoint if the rental was closer to the cost of the Race Track or Humble civic Center – facilities used for previous Fall Sectionals – but not at the \$10,000 in the current proposal. Diana reported that the Hilton were interested in working within our budget and would get this information back to the Board.

New Business

Director's Test

Bob/Ken

A motion was made to approve Mary Jane Kinnebrew to take the Director's Test and Bert Onstott has agreed to monitor it.

Motion proposed and seconded and passed.

ACBL Live

Daniel

ACBL Live will be used to report tournament results starting with the October Sectional. Fast Results will not be utilized. Daniel took an action item to update the Procedures Manual.

In/Out Report

Bob/Ken

The In/Out Report will be sent to all full-service clubs for their use in member retention activities.

Executive Session

A motion was made and approved to go into Executive Session.

The Board spent 10 minutes in Executive Session.



A motion to end Executive Session was made and approved by all.

Future Meeting Date

The October Board Meeting will be held October 3rd starting at 9:30 AM at Tracy Gee's Community Center.

Adjournment

Motion: That the meeting be adjourned.

The motion was seconded and approved at 11:35 AM

Respectfully submitted,

Ken Hudson, Secretary

