

## **REGINA DUPLICATE BRIDGE CLUB**

Minutes of Board Meeting held at the Club August 19th, 2017

**Present:** Joan Quinlan, Larry Lazurko, Angela Duczek, Ken Gabora, Sandy Bingaman, Nancy Welta, Gaylene Spence, Lyle Spencer, Marilyn Drever, Ilsa Krukoff

**Regrets:** Leslie Mortin, Lance Connell

Joan Quinlan called the meeting to order at 10:00 a.m.

### **1. Adoption of the Agenda**

**Add 7.9** Handling late arrivals

**Motion** by Lyle Spencer, seconded by Nancy Welta, to adopt the agenda as amended. **Carried**

### **2. Approval of Minutes of AGM June 27th, 2017 for posting**

**Motion** by Nancy Welta, seconded by Sandy Bingaman, to adopt the minutes of AGM June 27<sup>th</sup>, 2017 as circulated for posting. **Carried.**

### **3. Business Arising from the Minutes of June 3<sup>rd</sup>, 2017**

**3.1 STaC** – Discussion regarding whether we should leave as is, or whether we should consider only holding STaC games for some of the games that week. After considering pros and cons, it was decided to leave as is for this current year.

#### **3.2 Facebook - TABLED**

### **4. President's Report**

Joan Quinlan extended a welcome to all, thanking member for past service and welcoming new Board members. Items she focused on:

- Confidentiality –Consider all matters that are discussed at the Board meetings as confidential, especially those that could be of a sensitive nature. However, share if items are to be promoted.
- How a Board should work – re: jobs – Please take any concerns or issues to the person in charge of that area, rather than to the Board in general. If person in charge is not a Board member, take those concerns or issues to President.

### **5. Financial Report**

Presented by Ken Gabora

- Ken presented the Profit / Loss statement for the 2 month period ending July 31<sup>st</sup>. He noted that he has simplified some categories. He explained some items, and suggested that we change from an accrual basis of accounting to receipts and disbursements. **Motion** by Nancy Welta, seconded by Lyle Spencer, that the RDBC change from an accrual basis of accounting to a receipts and disbursements method. **Carried.**
- Ken noted that the two month table count was up a bit.
- Ken pointed out that there was a question from the AGM regarding any fee for Director's who come out to direct a game that is subsequently cancelled. Should they get some remuneration? No decision was reached.
- Ken said that the "free play" information on the Director's summary sheet needs clarification. Ken will offer a suggestion of what might work better; work with Nancy to improve.

**Motion** by Ken Gabora, seconded by Larry Lazurko, to accept the financial report as presented. **Carried.**

### **6. Old Business**

**None**

## **7.0 New Business**

### **1. Erin Berry Rookie Master game**

**To be held October 18<sup>th</sup>.** Question from Club Manager as to whether we wished to hold the game during the morning game or the evening game that day. Discussed pros and cons of both. **Motion** by Marilyn Drever, seconded by Sandy Bingaman, that the Erin Berry Rookie Master Game be held October 18<sup>th</sup> during the evening game time, and that we offer this as a side game, also holding the regular Wednesday master / non-master game simultaneously. **Carried.**

- Things to consider:
- List of <50 players to be generated (ask Jim Bingaman)
- Sign-up sheet to match <50 and master players to be at director's table
- Current master / non-master pairs will need to make a decision as to whether to play in the regular game if non-master has more than 50 mps; could encourage them to each play with a <50 player if they wished to play in the Erin Berry
- Will need to advertise (Ilsa Krukoff will include in emails)
- Will need to encourage <50 players to take part

### **2. Appreciation and acknowledgement to Peter and Trish Worby**

Joan Quinlan said that she had consulted with Peter, and that the date has been set for the evening of Tuesday September 26<sup>th</sup>. There will be a short presentation (plaque; cake). Party night (bar). Ilsa Krukoff will include information in emails to members

### **3. Game directors' assignments for 2017 / 2018.**

Nancy Welta reported that she had consulted with Directors as to their preferred choices to direct. Nancy wished to thank our present Directors for their flexibility in helping to cover games when other Directors were traveling or unavailable. She also said that it was important to try to assign regular games; this is particularly helpful so that they do not miss the continual changes by ACBL and CBF. Nancy said that she had worked with our Directors to come up with an arrangement for which games they would regularly direct, and she shared that arrangement with the Board.

- If Board members become aware of anyone showing interest in directing, let Nancy know
- Nancy wished to extend thanks to Doug Rankin, for his help with Bridgemates demos
- Nancy will remind Directors of the importance of timely arrival for games.

### **4. Task list for 2017 / 2018**

See list following regular minutes

### **5. Board meeting times**

Will remain as 3<sup>rd</sup> Saturday of the month, 10:00, unless there is a conflict

### **6. Stop Card change**

ACBL has passed a motion to eliminate the Stop Card, effective January 1<sup>st</sup>, 2018 (will be removed from bidding boxes at all tournaments). Until then, emphasis is placed on educating players that everyone should pause 5 to 10 seconds after all skip bids. Clubs are encouraged to do the same.

The Board decided to make and laminate cards with this information to put at each table. Angela Ducek volunteered to make these cards. Gaylene Spence will include this information in her lesson information. Directors will be asked to remind as needed. Ilsa Krukoff will include information in CLUB NEWS.

### **7. Community Bridge cards**

Board received a letter from Pamela Keim, stating that it had been brought to her attention by players at Community Bridge that some of the cards were sticky and dirty. It was pointed out that we have extra packs of cards that were purchased for Community Bridge. These should be made available at the Director's desk, and players should be advised that if they find a particularly dirty or sticky deck at their table, they should ask to have it replaced. Joan Quinlan will get back to Pamela regarding this. Gaylene will talk with Donna Barber.

#### **8. Amendment to Bylaw re: past president position**

Ilsa Krukoff presented a copy of the amendment to the Board. It was then signed by president Joan Quinlan and secretary Ilsa Krukoff, and will be put with the official bylaw document as an addendum.

#### **7.9 Handling late arrivals**

Don Norman submitted a letter to the Board, in his capacity as Game Director. He noted that, late arrivals to games can pose a problem, especially with Bridgemates. Once a game is set up on Bridgemates and the game has begun, changes are complicated. Secondly, if a game is ready to start, and one partner has not yet arrived, this presents a problem for the Director in terms of what to set up, not knowing for sure whether the other person will in fact show up.

Don suggested that we encourage players to try and arrive at least 10 minutes prior to game time. If unforeseen circumstances arise that cause a delay, he suggested that we ask players to phone their partner or the Club.

Ilsa Krukoff will include these requests in the next CLUB NEWS.

### **8.0 Committee Reports**

#### **8.1 Promotions and Public Relations**

##### **No report**

Larry Lazurko suggested that we consider contacting the Saskatchewan Retirees Association. Larry will talk with Lorraine Garratt.

#### **8.2 Facilities Maintenance**

##### **No report**

Thank you to Doug Powley for volunteering to look after this area.

#### **8.3 Game Management**

**Nothing further (see 7.3 above)**

#### **8.4 Education**

- Gaylene Spence reported re: advertising (1/4 page add in Fall Activity Guide; also QC; City Leisure Guide is no longer publishing)
- Open House Sunday Sept 10<sup>th</sup>, 2:00 for beginning players and others interested in our Club
- Lessons begin Monday Sept 11<sup>th</sup>
- Level 2 workshops to be offered in the fall

#### **8.5 Relocation**

**No report** (Leslie Mortin to chair)

### **9.0 Club Management**

**Jim Bingaman needed some information for the calendar of events**

- Christmas Party date? – Joan will check with Leslie Mortin re: caterer availability
- January 1<sup>st</sup>, do we want a game? - No

**10.0 Tournament Chair**

**No report** (Sandra Benson will chair the fall tournament)

Will need Hospitality chair

**11.0 Date of Next Meeting – Saturday September 30<sup>th</sup>, 10:00 a.m.**

**12.0 General Discussion**

**None**

**Meeting adjourned 12:20 by Gaylene Spence**

## Regina Duplicate Bridge Club

### Task List 2017-2018

1. Cleaning: Angela Duczek – monitor & order paper towels, toilet paper, etc (Joan Quinlan liaise with cleaners)
2. Maintenance: Doug Powley, Joan Quinlan as Board liaison
3. Maintenance of Club keys: Gaylene Spence
4. Alarm System contacts (trouble): Byron Seymour, Lance Connell, Joan Quinlan
5. Alarm System contact (other): Joan Quinlan and Ken Gabora
6. Coffee machine, supplies and money: Sandy Bingaman
7. Recycling (bottles and cans): Leslie Mortin
8. Food/hospitality: CHAIR NEEDED
9. Advertising, Promotions, Public Relations: Lance Connell liase with Lorraine Garratt (Chair)
10. Education Co-ordinator Chair Person: Gaylene Spence
11. Phone list: Pat Carlson
12. E-mail: Ilsa Krukoff and Don Norman for g-mail
13. Website: Jason Larrivee (Ilsa Krukoff liaison)
14. Memberships: Nancy Welta, Pat Carlson, Angela Duczek
15. Writing and posting signs: Ilsa Krukoff
16. Game Supplies: Angela Duczek
17. Standbys: Sandy Bingaman
18. Club top 20 stats : Jim Bingaman
19. Tournament Chairs & Social: Fall – Sandra Benson & Spring Rose Dunitz, hospitality TBA
20. Bridge lessons: Gaylene Spence
21. Financial Review: Don Norman
22. Window cleaning: (suggested to ask and pay Cleaner)
23. Calendar of events (including outside rentals): Jim Bingaman and Joan Quinlan
24. Trophies & Awards: Marilyn Drever
25. Game Management: Nancy Welta
26. Club Manager: Jim Bingaman, assistant Angela Duczek, Barb Miller
27. Fire Regulations and Fire Drills: Larry Lazurko, Lance Connell?
28. Fire Extinguisher maintenance: Lance Connell?
29. Dealing Machine: Dale Wilde (coordinator) Don Norman, Doug Powley, Jim Bingaman, Larry Lazurko
30. Community Bridge: Donna Barber

31. Bar: Leslie Mortin

32. Free play: Nancy Welta

33. Invoice handling / cheque writing: Jim Bingaman

34. %Jackpot money – Lyle Spencer (Sandy Bingaman initially)

August 2017