

## **REGINA DUPLICATE BRIDGE CLUB**

Minutes of Board Meeting held at the Club July 21<sup>st</sup>, 2018

**Present:** Leslie Mortin, Joan Quinlan, Donna Barber, Gaylene Spence, Greg Hutchinson, Lyle Spencer, Larry Lazurko, Sandy Bingaman, Nancy Welta, Ken Gabora, Lance Connell, Ilsa Krukoff

**Regrets:** Angela Duczek

Leslie Mortin called the meeting to order at 10:02 a.m.

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

**Moved** by Gaylene Spence, seconded by Greg Hutchinson, that the agenda be adopted as presented.

**Carried.**

### **2. Adoption of the Minutes of May 26th, 2018**

**Moved** by Nancy Welta, seconded by Larry Lazurko, to adopt the Minutes of May 26<sup>th</sup>, 2018, as circulated. **Carried.**

### **3. Approval of the Minutes of the AGM of June 26<sup>th</sup>, 2018, for posting**

**Moved** by Greg Hutchinson, seconded by Joan Quinlan, that the AGM Minutes of June 26<sup>th</sup>, 2018, be approved for posting on the website. **Carried.**

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

Leslie Mortin extended a thank you to everyone who stepped up to help with the move. Although she acknowledged the assistance of so many, she made special mention of Club member Doug Powley, whose help in so many ways was invaluable.

Leslie welcomed back all of the incumbent Board members, and extended a special welcome to our new members, Donna Barber and Greg Hutchinson, and said that she looked forward to a great year.

### **5. Treasurer's Report**

- Ken Gabora noted that year over year our table counts in May and June were down. It was pointed out that this might partly have been due to the turmoil at the old Club site as we prepared for the move.

Sandy Bingaman said that numbers at some usually well-attended games have recently seen a drop in attendance. It was pointed out, however, that Monday evening numbers are much improved.

Joan Quinlan said that with the summer season upon us this may not be the best time to track current attendance numbers to look for trends. She suggested that it might be good to do so in the fall, to see if there are particular games that seem to be less well-attended. Ken suggested that we might also have some kind of process in place to determine why some people may not be coming out to play (personal contact).

-Ken said that the Credit Union requires a second person with signing authority to get authorization to allow for transactions such as transfer from savings to chequing. Nancy Welta volunteered.

Donna Barber asked for some clarification regarding the new cash basis system, as opposed to the accrual system previously used. Ken explained the rationale for the change.

**Motion** by Ken Gabora, seconded by Nancy Welta, to accept the financial report as presented.

**Carried.**

### **6. Old Business**

#### **6.1 Letter from Pamela Keim**

The Board discussed a letter received from Club member Pamela Keim, dated July 14, 2018. In it, Pamela reiterated an idea she had presented for Board consideration last year regarding the holding of an annual charity game honouring those who have passed away during that year. The Board had not followed up on this suggestion at that time, nor at the AGM. However, upon revisiting Pamela's letter, there was general interest in establishing such a game. Logistics would need to be worked out, in particular through Club

Manager Jim Bingaman. Various decisions would also need to be made, including when best to hold the game this year, what amount of money from the game would be designated for the charity, which charity would for this year be the charity of choice, arranging for personal donations to be made by members who wished to do so, etc.

**Motion** by Nancy Welta, seconded by Donna Barber, that we hold a charity game this year, date to be determined, that this game be held to honour Club players who have passed away during the past year, and that we charge an extra dollar per entry. **Carried.**

It was decided that further decisions regarding specifics would be TABLED until a later date.

## **6.2 Defibrillator for the Club**

Joan Quinlan said she was approached by a Club member, who felt that it is important to have a defibrillator on the premises. He, together with another member, expressed a willingness to donate this to the Club, splitting the cost between them. This idea was explored a few years ago, and was not pursued at that time, but the Board agreed that with our new location it was a very good idea to revisit this proposal now. Leslie Mortin said that in doing research comparing AEDs (AED = automated external defibrillator), she is most familiar with the Medtronic model, but would rather recommend the Philips model because of its simplicity of use. She said that RQHR has a PAD program (PAD= public access defibrillation) that is most helpful, both initially and on an ongoing basis. Considering the generous offer made by these two Club members, any cost to the Club would be minimal.

**Motion** by Gaylene Spence, seconded by Nancy Welta, that we pursue the purchase of an AED for the Club, with the financial assistance of the two generous donors in our Club, who have expressed their willingness to bear this cost. **Carried.**

## **7. New Business**

### **7.1 Request for approval to purchase 10 dozen linen finish playing cards**

This request from Angela Duczak (in charge of bridge supplies) was received in writing. Cost of these cards is \$39.95/dozen. Angela said that she had not been happy with the plastic cards, which quickly became sticky. The linen cards cost \$4.00 more per dozen.

Discussion was about how many decks we already have on hand. Donna Barber says she has been cleaning older decks that are still in good shape, and there are many of them. It was pointed out that some decks do not work well in the duplimator, so are best kept for Community Bridge and for team games and teaching. The Board agreed that Angela should go ahead and try out the linen finish cards. Ken Gabora pointed out that since bridge supplies are a budgeted item, unless there is a change (as there was in this case) generally there should be no need to go to the Board for each individual purchase.

### **7.2 Procedural question re: electing of executive**

TABLED until August meeting

### **7.3 Signing authority**

Ken Gabora will check to see if those who currently have signing authority and who remain in their positions will need to go the bank again to re-sign documents.

### **7.4 Pre-alerts**

A Club member submitted an email to the Board regarding his concerns about failures to pre-alert at the Club. The Board studied the material provided by the Club member, and discussed the details, which most specifically dealt with overcalls at the two level that did not seem to fall within the parameters of accepted overcall range.

We also talked about people having an agreed-to system where methods routinely differ to the extent that they require pre-alerts, in comparison to psyching which is random and meant to be disruptive, and also in comparison to judgement calls when someone bids slightly outside of expected point range on

the basis of shape.

We also understand that the ACBL will be revising the rules regarding a number of things in November, and that waiting to see any rule changes that might apply would be helpful.

Joan Quinlan will talk with the concerned member about our discussion.

### **7.5 Safety at the Club**

Ilsa Krukoff reported that we have received an email from one concerned member, and a letter from another, regarding some safety concerns. These documents have been shared with the Board. Leslie Mortin said that she had been in discussion with the building manager about the concerns. The following recommendations will be in place:

- Bathrooms – we have a key to each bathroom. During the day, while the Cosmo Center is open, the bathrooms will not be locked. However, at present because they are on holiday break, we will lock the bathrooms at all times that the front door is unlocked, in order to discourage people coming off the street to use the bathrooms. Keys will be hung in the Club for player use.
- Outside door locks automatically at 7:15. After that time, the bathroom door would not need to be locked, but can be.
- Lighting – Outdoor lighting near the front of the building is much too dim. This will be attended to immediately.
- Interior safety – Once the outside door locks, no-one can enter the building. There is very little likelihood of anyone “hiding” in the building, with the layout not conducive to doing so. It will only take a quick sweep of the main floor hallway area, the little alcove by the back door, and a look down the stairwell to the small area at the bottom of the stairs to determine if anyone is inside. A director or designated individual could take such a quick look for peace of mind.
- Exterior safety – When leaving late at night, it is best to leave together with someone else.
- Smokers and safety – If going outside to have a smoke, smokers must leave the property, and therefore cannot be smoking beside the door. It is not safe to prop open the door, which then allows someone else access to the building. Smokers should take a “buddy” with them to let them back into the building at times when the door is locked.
- The game director should never be left alone at the end of the evening, but someone should always wait to accompany her/him out the door, as they did at the old Club.

## **8. Committee Reports**

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

Notices have been prepared to disseminate in the neighbourhood, announcing our presence and welcoming people to come try us out (with an offer of a free game or lesson)

### **8.2 Facilities Maintenance**

Nothing to report

### **8.3 Game Management**

-Nancy Welta said that 6 people have taken the Director’s course. Three people have taken the exam, and have passed. Congratulations to Rick Grieman, Lorraine Garratt and Lance Connell (Lance took a refresher, as he was already qualified). The other 3 will take the exam at a later date. New directors are encouraged to work along with a mentor director for a few times to be better prepared to direct alone. Reminder that after 5 times of being the director in charge, these individuals can submit their bills and apply for reimbursement of up to \$50 for the materials they purchased in taking the course.

### **8.4 Education**

No report at this time

### **8.5 Relocation**

-Leslie Mortin asked for any general input. People seem very pleased with the new facility

-Sound level in the room – Directors will remind people to modulate their voices at the table. A good suggestion if they wish to have a more thorough discussion would be to step out into the hall

### **9. Club Management**

Sandy Bingaman reported on behalf of Club Manager Jim Bingaman that he is working on the calendar.

Question regarding STAC week and Christmas party overlap (first week of December), Leslie Mortin said that she had previously booked the Tartan for the party, but now that the Tartan is closing she is seeking another venue. Therefore, Jim should not worry about conflict with STAC.

Joan Quinlan said that the Scrabble Tournament would be on the calendar for September 21-23.

### **10. Date of Next Meeting – Saturday August 18, 2018, 10:00 am**

**Meeting was adjourned by Gaylene Spence**