

## **REGINA DUPLICATE BRIDGE CLUB**

Minutes of Board Meeting held at the Club March 18th, 2017

**Present:** Joan Quinlan, Leslie Mortin, Angela Duczek, Ken Gabora, Lance Connell, Sandy Bingaman, Pat Carlson, Nancy Welta, Marilyn Drever, Ilsa Krukoff

**Regrets:** Robert Stringer, Gaylene Spence

Guest – Lorraine Garratt

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

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

**Add 5.1** Budget process **Add 5.2** Investments **Add 7.3** Christmas Party

**Add 7.4** Regina Senior Fitness rental request **Add 7.5** Scrabble Tournament rental request

**Motion** by Nancy Welta, seconded by Sandy Bingaman, to adopt the agenda as amended. **Carried**

### **2. Adoption of the Minutes of February 18th, 2017**

**Motion** by Sandy Bingaman, seconded by Marilyn Drever, to adopt the minutes of February 18th, 2017 as circulated. **Carried.**

### **3. Business Arising from the Minutes of February 18<sup>th</sup>, 2017**

**3.1 Name tags** – Joan Quinlan said that she had talked with Doug Powley who indicated that cost would be about \$12 per name tag, no minimum purchase required, through the company he is familiar with, but suggested it could be less at other businesses. Discussion as to what our role would be: to have sample available and to make arrangements for purchase by interested Club members. Leslie Mortin volunteered to seek another quote or quotes from other business(es)

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

Joan Quinlan commented on how active the Promotions Committee under Lorraine Garratt has been, and said that Lorraine will attend later in the meeting .

Joan also talked about the uncertainty of a new location, which will be needed when our lease expires. Relocation Committee will again need to become active as we proceed to look at options. It was decided that we should put out a plea to all members of the Club to let us know if they become aware of any locations that may suit our needs and be available when we need to move. Ilsa Krukoff will send a separate email out to members, rather than include as a CLUB NEWS item.

### **5. Financial Report**

Presented by Ken Gabora. Ken went over details of his written report. Ken said that year over year we continue to show modest net gain.

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

**5.1 Budget process** – Ken asked for some guidance and figures to help with establishing a budget going forward. We looked at profit / loss year-to-year comparison. Going line-by-line, Ken wanted to know whether similar numbers should be budgeted for, or whether some items could have anticipated changes. Also Ken wanted to know with whom he could talk to get extra input in determining particular budgetary figures. After discussion, Ken felt he could go ahead and draft a proposed budget.

\*Note: discussion re: trophies / awards left to next meeting.

**5.2 Investments** –Ken showed a summary of investments that we now have. As items come up for reinvestment, the Board would need to decide on the types of investments and length of

investment that they prefer. Ken also needed and got some signatures from Board members to complete necessary paperwork, in particular with Desjardins. Ken will explore best rates and choices for investments, keeping in mind our changing needs as we look to relocation.

## 6. Old Business

**6.1 Meeting of game directors** – Nancy Welta said that directors may not wish to meet as a whole, but might be best to email the group. Email could contain any important reminders, but also important to express our thanks to them for how effectively they support each other and how well they “self-manage” to be sure that games are covered.

**6.2 Rookie of the Year Qualifications** – This is available to first-time club members only. They are only eligible once, that is in the year that they became members.

We discussed how to ensure that this remained truly and fairly a “rookie” award, and it was suggested that perhaps only Monday night players should be eligible as this is our only true rookie game.

**6.3 Club data base names** – This relates to list of names that “contact committee” might use to contact people who have not been coming to the Club. We discussed how to shorten the list to manageable number. Some suggestions were given last time, which we can still pursue. When Della Irvine returns in April, we will seek her input and ideas as well.

## 7. New Business

### 1. Kibitzing reminder

Ilsa Krukoff said that she had noted some discomfort from less experienced players when kibitzers had been at their table. She felt that kibitzers may need reminding that, even though kibitzing is allowed, they should consider and respect the comfort level of those they choose to kibitz, as they never want to influence a game by making someone nervous. Ilsa said that she will include a reminder in the next CLUB NEWS about this, and also reference the Club poster about kibitzing etiquette.

### 2. Nomination Committee

Joan Quinlan will approach Mo Adams to see if she might help in this regard as nominations are sought for Board members for 2017-2018. Joan also said that current Board members should be prepared to decide whether to let their names stand. She said she hoped that as many returnees as possible would allow their names to stand, particularly in this crucial year of relocation and change.

### 3. Christmas Party

Joan Quinlan said that the caterers we have been using may not be in business for Christmas this year. They will not know until summer. It was decided that it would be wise to explore other options. Some suggestions were made. Leslie Mortin said she would explore.

### 4. Senior Fitness rental request

Request to rent our facility for a half day the afternoon of May 7th, 2017 for a Duplicate Bridge game. It was decided that because of reciprocal promotion agreements, and because the use of the facility is for bridge, that we should again offer the facility at a discounted rental rate.

**Motion** by Nancy Welta, seconded by Marilyn Drever, that we allow the use of our facility the afternoon of May 7<sup>th</sup>, 2017, at a discounted fee of \$30.00. **Carried.**

## **5. Scrabble Tournament rental request**

**Motion** by Nancy Welta, seconded by Sandy Bingaman, that we rent the use of our facility to the Scrabble Group on September 23<sup>rd</sup> /24<sup>th</sup>, 2017, at a fee of \$100 per day. In addition, should the Scrabble Group need the use of our facility on the evening of September 22<sup>nd</sup>, 2017, we will rent to them for an additional amount of \$50 for that evening. **Carried.**

## **8.0 Committee Reports**

### **1. Promotion and Public Relations**

- Lorraine Garratt presented an overview of the most recent project in which the committee was involved, that is in conjunction with Dr Lynn Gidluck's course in Nonprofit Communications at U or R. As a part of the class, the 3 students who were tasked specifically with working with our Club now need a proposed budget figure in terms of strategies for promotions. Lorraine stressed that there is no obligation to actually provide any funding, but rather the students need a number to facilitate budget planning for such things as flyers, mail, media advertising, etc.

**Motion** by Leslie Mortin, seconded by Nancy Welta, that we suggest that the students use the figure of \$1000 maximum to plan their strategy. **Carried.**

- Lorraine also talked about the mini-bridge tournament which the entire class planned and hosted on March 11<sup>th</sup> at the U of R. Students planned the tournament, complete with news release, and held the tournament with the assistance of helpers from our Club.

-Lorraine showed a draft of a promotional poster for the Club which the students have made, and asked for input. Suggestions included that posters are okay, but are rather a passive medium, so maybe only a few would be produced. Another suggestion was that instead of being produced at a cost to the Club, posters could be sent as an attachment to members, who could perhaps print and post in likely places.

- Other ideas being explored by students include after-school program, pre-retirement target groups and how to distribute information to them, gathering evidence that bridge improves mental acuity and writing an article about that aspect; basically planning strategies and tools as a part of a strategic plan

- Lorraine also talked about our website.

It will continue to be tweaked as needed for easier reading.

Blog part will be removed, and Pam's corner will be separate.

"Ask Gary" promotion, with Gary Johannsson providing answers to bridge questions Gary, together with input from Art D'Entremont, working on Club history section

### **2. Facilities Maintenance**

Nothing to report

### **3. Education Committee**

- Gaylene Spence absent. Ilsa Krukoff reported briefly that there would be an upcoming committee meeting, at which discussion would be on matters such as considering an alternative to the fall "coffee party", looking at possible changes to the fall education offering (possibly lengthening instead of offering January continuation), and offering spring lessons (plans to offer a short series on Friday evenings).

## **9.0 Club Management**

No report

#### **10.0 Tournament Chair**

Spring Thaw, April 6<sup>th</sup> to 9<sup>th</sup>.

Everything seems to be in place. Ilsa Krukoff asked about tournament flyers, as there are none available at the Club and people have been asking for them. Joan will check into this.

#### **11.0. Date of Next Meeting – April 29th, 10:00 am**

**(Not on 3<sup>rd</sup> Saturday this month, as it is Easter Saturday)**

#### **12.0 General discussion**

-Lance Connell mentioned the problem of “overhearing” from table to table. Sometimes it is because some people speak loudly. Sometimes it is because of proximity to neighbouring tables. Lance suggested the latter could be helped by better table arrangement.

-Ilsa Krukoff suggested that it is important that when action decisions are made that we also decide who will take responsibility to accomplish the action. A “jobs list” made during the meeting seems to be a good way to accomplish this.

**Sandy Bingaman moved meeting adjourned.**