

UNIT 530  
BOARD OF DIRECTORS  
MEETING MINUTES

2008

January  
March  
July  
August  
September  
November

## Unit 530 Board of Directors Meeting January 20, 2008

The meeting was called to order at 11:08 by Pat Thomas a quorum being present.

Present: Pat Thomas, Jim Lauderdale, Ron Coffee, Sharon Larson, Doug Halleen, Ron Loiacano, Lauren Upson, Ron Olson, and Claire Rugg. Larry Slayton also attended in his capacity as Building Manager.

Absent: Maja and Pat Berry

Pat welcomed Doug Halleen, Ron Olson, and Lauren Upson as new members of the Board and provided them with our "Welcome to the Board" brochure.

Lauren asked about Officer's and Director's insurance and was informed by Pat Thomas that this coverage was provided through District 21 and ACBL.

Minutes of the previous meeting were waived as they are on our Web-site.

Pat Thomas reported that December 11<sup>th</sup> was Tom White's last day as Treasurer and so we have been without for several weeks. Pat offered to step down as President and take on this duty; however, Sharon Larson came to the rescue and agreed to serve as Treasurer for the remainder of the term. Ron L agreed to replace Sharon as auditor. Pat reported that she had gotten the recent status of the Unit accounts from Washington Mutual. The checking account balance is \$10,975. The savings account has been closed, and the funds moved to a CD which is \$29,189.

Larry reported that the current balance in the Building Operating account at Bank of America is \$5,017 and the Building Improvement Fund now contains \$6,002.

Pat Thomas suggested that those people who had signed up for the Holiday Party and pre-paid should get refunds if they were unable to attend. Lauren made a motion that: *we refund both the meal and the table fees if we had not been charged by the caterer for the meal.* The motion was seconded and passed unanimously.

Pat then informed the Board that Marianne Van Gelder had submitted a bill for \$306.50 for fees and expenses for Directing at the Holiday Party. Of this, \$228.00 has been paid. Pat asked for agreement that the remaining items were legitimate. She didn't get it, however, Jim L made a motion that: *the remaining balance of \$78.50 be paid and that the Board be more specific in its agreements for Directors compensation in the future.* The motion passed -- a review of Unit Game Director's Guidelines and requirements will be on the agenda for the next meeting.

Claire Rugg reported that there had been no activity in the Goodwill category since the last meeting and will send Shirley Gorman's family a sympathy card.

Ron L indicated that the Sectional plans are ongoing with nothing significant to report, he reiterated his plan to cancel the Bar-B-Q and replace it with sandwiches.

Ron C reported that the current membership in the Unit is 412 members and continues a net increase of a few each month.

Larry distributed the Income/Expense Report for the Building since the last meeting. Total income for the period is \$2,415 and total expense \$2,854. He noted that the January rents are not yet included so we will be profitable when these are deposited. A discussion followed concerning late fees for Directors/Club Owners who are late with their rent. Lauren made a motion, seconded by Jim L, that: *rents are due by the last day of each month and that a late fee of \$50 be charged on rents that are not fully paid by the 15<sup>th</sup> of the following month.* The motion passed unanimously.

Larry also reported that all rents are current and that he has received signed Rental/Usage Agreements from all of the Club Owners except Marianne.

A discussion of the new rental rates was initiated and Ron L made a motion that: *we cap the rate at \$75 per session as a trial – to be reviewed in three months.* This was seconded by Jim L and passed unanimously. Rental for special Bridge related events will remain at \$100 per session. For instance, the 299er Sectional and the New Years Eve party.

Lauren asked that we review our policy on food and drinks being consumed in the main playing room. A motion was made and seconded that: *we will allow eating in the main room but will require covered (i.e. sippy) cups for coffee and colored drinks, conditionally for six months.* This motion was passed unanimously

Pat Thomas reported that Betty Jackson has notified us that Betty will be terminating her 12:30 Tuesday game at the end of January. Ideas for use of that time slot were solicited and it will be discussed at the next meeting.

Pat asked for volunteers to act as representatives to the District 21 meetings at the various Regional Tournaments. None were forthcoming. It was decided we would go without Unit 530 representation for now.

The meeting was adjourned at 12:35

## Unit 530 Board of Directors Meeting March 30, 2008

The meeting was called to order at 11:10 by Pat Thomas, a quorum being present.

Present: Pat Thomas, Jim Lauderdale, Ron Coffee, Doug Halleen, Lauren Upson, Ron Olson, Claire Rugg, Ron Loiacano and Maja.

Absent: Pat Berry and Sharon Larson

Minutes of the previous meeting were approved.

### Treasurer's Report

Pat T presented Sharon L's Treasurer's report in her absence. The Bridge Center is operating in the black following the Directors' rent increase.

1. An effort is being made to close the Washington Mutual checking account. All checks have cleared and Pat T will go by the bank this week.
2. The new doors cost about \$1000 however this item is not yet reflected in the building expenses.
3. There was a discrepancy about the number of paid diners and players at the holiday party and whether refunds should be made to those who ate but didn't play. The Board agreed to refund the bridge entry fees where appropriate and to give Sarah Stern and Pat T a free play.

### Committee Reports

Goodwill Claire R sent a card to Frank Ivie who is ill. She ordered one life master plaque for Anne Bell and plaques for the Pro/Am with double names. The cost of these was less than \$50. Phyllis Steven passed away.

Sectional Ron L said he and Sharon L are behind but have a checklist and will meet and catch up when Sharon returns from China.

1. The flyers are printed and were put out this week.
2. The directors will arrange for their own hotel this year.
3. There will be a work party on May 10 to clean up the grounds. The parking lot will not be striped this year. Food will be provided and a special STAC sanction will be arranged for the game following the clean-up.

### Building Pat T

The new doors have been installed and sealed. Although the hinges are on the outside Brad Dow said they are specially designed for doors that open out and are secure.

Membership Ron C reported the membership is status quo with the same number of members leaving as joining.

### Other

Helen Rubin announced a few months ago that she will write the news articles for the Forum through May but as of June will do so no longer. Articles must be

submitted but the 5<sup>th</sup> of the month. In addition, Vera Bergner is retiring as editor of the Directory. Replacements need to be found for both positions.

### Old Business

1. Although no one has yet started a phone tree, Jill Leach and Lyde McReynolds are making a concerted effort to promote the Unit games among their players and the 199er section is growing.
2. Director's guidelines update was tabled until the next meeting when Larry Slayton, the Building Manager is present.

### New Business

1. Five Board members are to be nominated this year as this is an even year (six members are nominated in odd years). Terms are up for Jim L, Ron L, Pat B, Pat T and Maja. A Nominating Committee was named: Claire R, Ron O, Doug H.
2. Ron C is hosting and will promote the April 20 Unit game. Larry Slayton will direct.
3. Information from ACBL regarding changes to the ACBL Disciplinary Code is posted at the Bridge Center.
4. Awards will be given out before today's Unit game for master point/life master achievements.
5. The Bridge Center is in a good position to explore the possibility of finding a new building given the current slump in real estate and the fact that there is money in the bank. Ron C, Jim L and Doug H. agreed to form a committee and work toward this end.

The next meeting will be April 20 at 11:00 am.

The meeting was adjourned at 12:20

Respectfully submitted, maja

## Unit 530 Board of Directors Meeting July 13, 2008

The meeting was called to order at 11:08 by the President Pat Thomas. A quorum was present.

Present: Pat Thomas, Jim Lauderdale, Doug Halleen, Lauren Upson, Ron Olson, Claire Rugg, Ron Loiacano, Barbara Babcock, Larry Slayton and Maja.

Absent: Ron Coffee, Marcia Beaumont and Sharon Larson

Doug H agreed to serve as an alternate Board member.

The President presented new binders with updated materials to all Board members.

**All candidates nominated for the board** were elected, as reported by JD Clinton who counted the ballots. Three write-in candidates (Dean Freeman, John Chambers and Linda Johnson) were not elected but the Board is aware of their interest and may ask them to run in a future election.

**Minutes of the annual meeting** were read and approved.

The Sectional lost money, due in part to the expense of renting chairs and moving the FORA tables. The chair inventory will be counted and more chairs may be added to what the Center already has. All minutes will be posted at the Club and on the Web (by Larry Slayton).

Better promotion of the Unit games is essential. Flyers for each game are to be made available at the previous Unit game.

- **Treasurer's Report** – The Treasurer was away – the report made at the Annual Meeting was reviewed.

### **Old Business**

1. Directors' Guidelines – Lauren U will update the guidelines after checking with Directors and achieving consensus. The Board wants more input and communication with Directors/Club Owners.
2. Board Position Descriptions update – Maja
3. We do have Directors' insurance. Doug H is researching a future location.

### **New Business**

Lauren U suggested that Directors/Club Owners be considered for the Board as they have direct contact with the players and know what is going on at the

Center. If elected, any Director/Club Owner would be expected to recuse him/herself from any issue in which there might be a conflict of interest.

### 1. **Election of Officers**

President	Pat T
Vice-President	Ron C
Secretary	Ron O
Treasurer	Sharon L

### 2. **Appointments of Standing Committees**

Unit Manager	Jim L
Calendar	Jim L, Pat T, Barbara B
includes Board mtg dates	
Membership	Barbara B
Bldg Operations	Larry S, Ron C, Lauren U
Including rents	Doug H
Judiciary	Marianne Van Gelder?
Recorder	Jim L
ACBL Electronic Contact	Ron L
Webmaster	Ron L
Dist 21 Bd Representative	Pat T, Helen Rubin (Ron L Alternate)
(2 plus Alternate)	
Publicity/Communications	Marcia B
Goodwill: Plaques & Trophies	Claire R
Charity	Claire R
Forum Editor	Maja
Newsletter Editor	Larry S
Membership Directory	Vera Bergner
Educational Liaison & Intermediate-Novice	Pat T, Marcia B
GNT & NAOP Coord	Betty Jackson
Seeding	JD Clinton, Pat T
ACBL Tournament Contact	Pat T

### 3. **Appointments of Ad Hoc Committees**

Holiday Party, December 7	Larry S, Ron L, Jim L-Direct
Inventory	Barbara B
Sectional Co-Chairs	Pat T, ?
Auditor – Unit and Building	Cord Hedegard?
Policy Review Committee*	Ron C will head and select a Committee
Goodwill Nominations for Nat'l, Dist, Unit?	Will be finalized at the next Meeting
Board Handbooks Maint	Bookshelf will be installed in meeting room for

## binders

\* Includes By-laws Revision Committee, Internet Policy, and Strategic Planning

4. **Building Security**

Directors will be responsible for locking the doors and setting the alarm following Unit games.

5. **Website Events Updates** The 299er Sectional is posted on the Web.

6. **Schedule for Club Directors to meet with Board** Two suggestions that Lauren U will take up with Directors: that there be a rotation so each Board meeting is attended by one Director/Club Owner; that all Directors be invited to attend one Board meeting that has no agenda. Lauren will discuss these possibilities with the Directors/Club Owners as well.

7. **Battle of the Bay** – team event between Santa Cruz (incl Hollister) and Monterey. Santa Cruz will be asked to select a Saturday for the game.

8. **Ed. Liaison Report – Lessons** There will be lessons at the Bridge Center following the afternoon game for 1 – 1.5 hours on Monday, Tuesday and Thursday the first and second week of August.

9. **Other New Business** – Ron O and Maja will host the August 10 Unit game

The next meeting will be August 10 at 11:00 am.

The meeting was adjourned at 12:30

Respectfully submitted, Maja

**Unit 530 Board Of Directors Meeting  
August, 17 2008**

**Before the meeting, the Board heard a presentation by Tom Quinlan, a candidate for the ACBL Board of Directors representing District 21.**

**The meeting was called to order at 11:48am. A Quorum was present.**

**Present: Ron Coffee, Claire Rugg, Lauren Upson, Marcia Beaumont, Jim Lauderdale, Ron Loiacono, Pat Thomas, Ron Olson.**

**Absent: Sharon Larson and Barbara Babcock.**

**Minutes of the previous meeting were approved.**

**Treasurer's report: The Treasurer was away.**

**Building report: Larry Slayton reported that we have a \$3918.00 surplus. It was also brought to the attention of the board that all directors were not paying rent on time. The Board moved that Larry Slayton would (re) communicate the Boards new policy that includes a late fee in the amount of 50 dollars for payments not received by the fifteen of the subsequent month in which the rents are due. The Board also approved a change in session fees for the 2008 299er Sectional from \$200/session to \$175/ session because of low attendance.**

**Directors Guidelines report: Lauren Upson and a few other Board members met with club directors on July 31 to discuss issues facing both directors and Board members. The Board passed a resolution that directors be responsible for opening and closing the Bridge Center for all unit games. Other issues discussed were put over to the next meeting.**

**Directory: The Board approved that Vera Bergner would print 500 directories.**

**Calendar of events: Directors and hosts were assigned for unit games. Larry Slayton has reserved Rancho Canada for the Christmas party scheduled for December 7, 2008.**

**Education Liaison: Board passed Pat Thomas's idea to have a zero tolerance card placed in each bidding box.**

**Battle of the bay: Board decided to ask Santa Cruz to pick a Saturday for the game.**

**A number of items were put over to the next meeting because of the length of Tom Quinlan's presentation.**

**The next meeting will be held September 21 at 11:00 am. Respectfully submitted, Ron Olson**

## Unit 530 Board of directors meeting September 20 2008

The meeting was called to order at 11:20am. A quorum was present.

Present: Claire Rugg, Lauren Upson, Jim Lauderdale, Pat Thomas, Barbara Babcock, Ron Olson.

Absent: Ron Coffee, Sharon Larson, Marcia Beaumont, Ron Loiacono  
Maja Maja.

Minutes of the previous meeting were approved.

Treasurer's report: The treasurer was away.

Building Operations: Larry Slayton reported that we lost \$99 this period. We are still showing a surplus of \$ 3819 for the year.

Publicity: Ron Loiacono and Marcia Beaumont are in charge.

District 21 Board meeting: After 1/1/2010 life master requirements will be increased to 500 points. The Reno regional will be supported also by district 20.

Old Business.

Battle of the Bay: Lauren Upson will contact Santa Cruz to determine dates and the number of teams that will be involved.

Board position Descriptions: It was determined that every one will write there own.

Good will nominations for national, district, and unit: Blanche Hyde will be our nomination for all her contributions in this field.

Auditor Unit/building: We still are searching for this position.

Calendar of events: The board changes the food policy for all unit games starting with the November 16 2008 to a pot-luck format. The requirements for pro-am are changed from 200 points to 300 points to qualify for amateur status. The board also would require a pro to play with a amateur. The strats will be determined by total mps combined, split into two strats.

Building report: A decision on resolving issues related to uncollectible checks and late payments of our funds will be held over to the next meeting .The board will have access to more information.

Rent for 299er sectional: The rent is change to \$50/session.

The next meeting will be held 10/19/2008 at 11:00am. Respectfully submitted, Ron Olson

**Unit 530 Board of directors meeting      November 16 2008**

**The meeting was called to order at 11:07 am. A quorum was present.**

**Present: Ron Coffee, Marcia Beaumont, Jim Lauderdale, Ron Loiacono,  
Barbara Babcock, Doug Halleen, Ron Olson**

**Absent: Sharon Larson, Pat Thomas, Maja**

**Minutes of previous meeting were approved.**

**Treasurers report: The treasurer was away.**

**Building report: Larry Slayton reported that we have a plus \$6,121.52 year over year.**

**Easy Bridge: The board approved a reimbursement to Jill Leach and Lyde Hussey for costs incurred for supplies for easy bridge classes.**

**New Business: The board also issued new regulations for late payments by directors.**

**Any director not paying funds collected for bridge games by the 15th of the following month will lose their right to use the building and all related facilities.**

The next meeting will be held December 07-2008 at 4:00 pm before the Christmas party

Respectfully, Ron Olson