

Unit 207
Board of Directors Meeting Minutes
12/10/2020

Meeting called to order: 2:34 PM (via Zoom Meeting)

MEMBERS PRESENT:

Barbara Clements	X
Mickey Goldwater	X
Linda Griffith	X
Cheri Gross	X
Sharon Hoger	X
James Moody	X
Sandy Potts	X
Dean Truair	X
Rita Wiegenstein	X

ORDER OF BUSINESS:

1. Approval of Unit Meeting Minutes

Verified during Board of Directors (BOD) Meeting - November Minutes approved electronically and filed on Unit's website.

2. Financial Report (Barbara Clements)

Financial information including a balance sheet and profit/loss statement were provided to the BOD via email by Barbara Clements. Motion was made and seconded to accept the financial information – unanimously approved.

3. Membership Report (Linda Griffith)

3 new members and 7 transfers into Unit

Emails continue to be sent to members regarding renewals and welcoming to Unit 207.

4. Club Coordinator Report (Rita Wiegenstein)

Club directors contacted every other month ~ contacted in November; no updates this month.

5. Membership Retention & Renewal Report (Sandy Potts and Linda Griffith)

- Milestone Advancers recognition planned for Unit's Annual Meeting scheduled for Feb 20, 2021. This will include Mini-McKenney and Ace of Clubs award winners. Sharon Hoger will obtain award medals and certificates for winners. Cheri Gross will create slides for a presentation.

6. Educational Update (Sandy Potts and Linda Griffith)

- Patty Tucker will teach another workshop in February (date TBD).
- District 16 is planning to sponsor lectures and providing a stipend to lecturers.
- Previous lecture recordings with notes/handouts are available on Unit 207's website.
- Unit 207's lectures have been organized through July 2021.

- Feedback ~ ZOOM lectures has been convenient for members living farther from the Bridge Center of Austin who may not have attended in person due to distance.
7. Mentoring Program Update (James Moody)
 - Support being provided to Mentors/Mentees to facilitate setting up online games.
 - Email seeking verification of play will be sent to Mentors so that BBO\$ can be distributed monthly.
 8. Facebook Update (Sharon Hoger)
 - District 16 has started a Facebook page with contributions from each unit. Rita Wiegenstein agreed to serve as the coordinator for Unit 207's postings to the District's Facebook page, with the first Unit posting added on December 2, 2020. Thank you to Rita for creating the post!
 - Unit 207's scheduled games are also posted on the District's Facebook page.
 9. Conflict of Interest Policy (Cheri Gross)
 - Updated version dated 10Dec2020 (version control added to footer and clarification added to Disclosure Statement) of Interest Policy with Disclosure Statement was provided to BOD members prior to this meeting; then discussed and reviewed. Motion was made and seconded to accept the Conflict of Interest Policy with Disclosure Statement (Version 10Dec2020) – unanimously approved.
 - BOD Members continue to forward a signed disclosure to Cheri Gross for filing on the Unit's website. Additionally, a copy of the updated policy will also be included on the Unit's website.
 10. Nomination Committee Update (Sharon Hoger)
 - Nominating Committee provided the 2021 slate of candidates for Unit 207's Board of Directors; Slate of nominees was reviewed. Motion was made and seconded to accept candidates recommended by the Nominating Committee – unanimously approved.
 - Each candidate's bio will be submitted for review and published on Unit 207's website. Sharon Hoger will coordinate collection and publication of nominees' bios with Ken MacMorran.
 - Each candidate will be introduced at the Annual Meeting.
 - Additional candidates can be nominated during the Annual Meeting.
 - Voting will be electronic, when possible, with paper ballots available for anyone who cannot vote electronically.
 11. Miscellaneous / New Business
 - ACBL provides \$5000 for a charitable contribution by the Unit. Unit 207 initially pays the money, and ACBL reimburses the Unit later. Further discussion planned for January BOD Meeting.
 - Reminder to seek volunteer participation from individuals prior to discussing or emailing large group.

Meeting adjourned: 3:21 PM

Action Items	Responsible	Status	Comments
Discuss recognition of Milestone Achievers at Unit's annual meeting.	Sharon Hoger	Completed	Discussed during meeting
Obtain copy of signed Conflict of Interest disclosure statement from each BOD member and applicable committee members and file on Unit's website.	Cheri Gross	Pending	
Order medals for Mini McKenney and certificates for Ace of Clubs award winners.	Sharon Hoger	Pending	
Create slides for milestone achievers and award winners for Annual Meeting	Cheri Gross	Pending	
Coordinate collection and publication of nominees' bios with Ken MacMorran.	Sharon Hoger	Pending	