

Unit 207
Board of Directors Meeting Minutes
03/18/2021

Meeting called to order: 2:32 PM (via Zoom Meeting)

MEMBERS PRESENT:

Pat Berry	X
Barbara Clements	X
Mickey Goldwater	X
Linda Griffith	X
Cheri Gross	X
Sharon Hoger	X
Nancy Joe	X
James Moody	X
Rita Wiegenstein	X

ADDITIONAL ATTENDEES (Only present for 1st order of business)

Paul Cuneo

ORDER OF BUSINESS:

1. ACBL Update (Paul Cuneo)

- The following information was presented by Paul Cuneo:
 - ✓ Finances: ACBL achieved financial gains in 2020 because of online play, tournaments, special weeks, and virtual club play. This increase in income has helped to rebuild the treasury.
 - ✓ Membership: Overall membership decreased 6% in 2020, and since 01Jun2020, membership has decreased 8.8%. Although the current membership is approximately 150,000, online play for Jan 2021 included only about 65,000. To help mitigate a further decline in membership, ACBL has developed marketing tool kits to help increase membership along with tools that enable local clubs to view who is playing online.
 - ✓ Tournaments: Sectional tournaments are planned to resume in late summer 2021, and regional tournaments are expected to be played in fall 2021 (October). A robust return to face-to-face bridge is anticipated; however, this is dependent upon Covid-19.
 - ✓ Cheating: There is a back-log of complaints as all allegations of cheating are reviewed. Consequences include 18 month suspensions followed by probation. Recommendation for any player suspecting cheating is to complete a "player memo" which would notify ACBL of a potential problem. All complaints are addressed.
 - ✓ Restructuring: Restructuring of District representation on the ACBL Board of Governors has been proposed via a by-laws update and will be voted on 08Apr2021 with confirmation by the Board of Governors expected on 10Apr2021. The proposed representation includes 3 members per District and election of a regional director. An updated committee structure is also planned.

- ✓ Polling of clubs: Information was collected from clubs about the following items, with concern that this is creating some struggle for face-to-face clubs.
 1. Income help for face-to-face clubs may be needed
 2. Lower attendance is anticipated with re-starting in-person playing
 3. Some players play in virtual club games other than with their primary club's virtual games possibly due to limited games offered by other clubs.

2. Approval of Unit Meeting Minutes

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

3. Welcome New Members (Sharon Hoger)

Congratulations to new BOD Members Pat Berry and Nancy Joe and to returning BOD Member Barbara Clements.

4. Financial Report

- Financial report (Barbara Clements) compiled with information including a balance sheet and profit/loss statement provided to the BOD via email. Motion was made and seconded to accept the financial information – unanimously approved.
- Budget discussion (James Moody) ensued regarding should Unit 207 have a formal budget. BOD Members were asked to review the five (5) year financial information provided by Barbara Clements, with Barbara Clements agreeing to provide categorical information for further review. Further determination of a budget process to be continued.

5. Club Coordinator Report (Rita Wiegenstein)

A summary of calls to club owners/managers/representatives was provided regarding information (per club) on re-opening of face-to-face bridge including facility status, participant surveys, and precautions/rules to be instituted for in-person play.

6. Membership Report (Linda Griffith)

- February: 4 new members and 4 transfers into Unit
- March: 0 new members and 4 transfers into Unit
- In February 2021, 18 renewal notifications were sent by email, and in March 2021, 24 renewal notifications were sent by email. Emails will continue to be sent to members regarding renewals and welcoming to Unit 207.

7. Lecture Series Update (Linda Griffith)

- Good attendance and positive feedback were noted. Lecture series has been planned through September
- Upcoming lectures:
 - Scott Humphrey ~ Saturday, March 27, 2021
 - David Sokolow ~ April 2021

8. Mentoring Program Update (James Moody)

- The three month Mentor/Mentee Program has completed. Evaluation of the program indicated that participants enjoyed the program, experienced ongoing learning opportunities, had steady participation including game attendance increase, and are continuing to play because of the program.

- James Moody will explore finding someone to run the program, after which the continuation of the program will be discussed by the BOD.

9. Conflict of Interest Policy and Disclosure Statement (Cheri Gross)

- Updated version dated 14Jan2021 (Updated Page 5/Item #3, sub-question) Conflict of Interest Policy with Disclosure Statement was provided to BOD members via email prior to this meeting. Administrative change to the Disclosure Statement was reviewed, and an explanation of the IRS' requirement for a non-profit organization to have a Conflict of Interest Policy in effect was provided. Motion was made and seconded to accept the Conflict of Interest Policy and Disclosure Statement (Version 14Jan2021) – unanimously approved.
- BOD members and any members with a potential conflict of interest continue to forward a signed disclosure to Cheri Gross for filing on the Unit's website. Sharon Hoger will follow-up with applicable non-board members to obtain a signed copy.
- Newly elected BOD members will be provided a copy of the Conflict of Interest Policy and Disclosure Statement

10. Distribution of Pins/Certificates for Award Winners (Sharon Hoger)

- Award pins for Mini-McKenney winners have been ordered (not yet received). Once received, pins will be sent to the winners or distributed at in-person games, depending on opening of local clubs.
- Ace of Clubs Certificates will be distributed by email, with Cheri Gross to complete the certificates and email to the winners.

11. Event Planning (Sharon Hoger)

- Upcoming events for April and May 2021 were discussed (Lone Arranger ~ 10Apr2021 and Unit Championship ~ 01May2021). Motion made and seconded to cancel the April and May upcoming events – unanimously approved.
- To increase attendance, it was suggested that the 0-200 Sectional planned for Aug 2021 be changed to Non-Life Master Sectional Tournament. Motion made and seconded to change the tournament to Non-Life Master Sectional Tournament – unanimously approved.
- Sectional Chairs for September 2021 tournament to be determined by BOD. Preference is that at least one, if not both, of the tournament chairs is from the BOD, with one person with chair experience and one chair who will learn. ACBL will provide Directors.
- Allocation of Unit Championships to various clubs to be determined. Sharon Hoger will work on this.

12. Officer Election and Other Chairs

- Sharon Hoger welcomed new and returning board members – Pat Berry, Nancy Joe, and Barbara Clements
- The following officers and chairpersons were nominated, seconded, and approved
 - President: Sharon Hoger
 - Vice-President: James Moody
 - Secretary: Cheri Gross
 - Treasurer: Barbara Clements
 - Membership Chairperson: Linda Griffith

- Hospitality Coordinator Chairperson: Mickey Goldwater
- Intermediate/Novice Coordinator Chairperson: TBD
- Education Coordinator Chairperson: TBD
- Club Coordinator Chairperson: Rita Wiegenstein

13. New Business:

None

Meeting adjourned: 3:53 PM

Action Items	Responsible	Status	Comments
Consider alternatives and/or develop ideas for implementing back-up lecturers.	All BOD Members	Pending	
Provide categorical budget information for BOD review.	Barbara Clements	Pending	
Plan budget review meeting.	Sharon Hoger/ Barbara Clements	Pending	
Seek individual to organize and run Mentor/Mentee Program.	James Moody	Pending	
Obtain copy of signed Conflict of Interest disclosure statement from each BOD member and applicable committee members and file on Unit's website.	Sharon Hoger/ Cheri Gross	Pending	
Complete certificates for Ace of Clubs winners and distribute via email.	Cheri Gross	Pending	
Determine Chairs for September Sectional.	All BOD Members	Pending	
Determine allocation of Unit Championships for various clubs.	Sharon Hoger	Pending	
Fill Unit Committee Chairperson positions.	All BOD Members	Pending	
Create slides for milestone achievers and award winners for Annual Meeting.	Cheri Gross	Completed	Presented at Annual Meeting
Verify completion of all items on election timeline/Annual Meeting list.	Sharon Hoger	Completed	Accomplished prior to Annual Meeting
Complete calls to members to obtain updated emails.	All members	Completed	Accomplished prior to Annual Meeting
Prepare Annual Meeting media link for membership.	James Moody	Completed	Accomplished prior to Annual Meeting
Review updated Conflict of Interest Policy and Disclosure Statement (Version 14Jan2021).	All members	Completed	Vote occurred during March BOD Meeting