

## ACBL UNIT 508 BOARD OF DIRECTORS MEETING

### Minutes of July 18, 2018

1. Call to Order. The meeting was called to order by President Gail Haar on Wednesday, July 18, 2018, at 3:30 pm, in Terra Linda.

Directors Present: Martha England, Gail Haar, Melanie Haddad, Judy Leedy, Miriam Kaegi, Hilde Meislin, Bob Thomson, Bill Yeast

Absent: Tracey Bauer

2. Minutes. MOTION (Judy/ Bob): That the Minutes of the Board Meeting for Unit 508 of June 20, 2018 be approved as distributed. Carried.

3. President's Report.

a. Welcome New Members: Miriam Kaegi and Martha England were welcomed to the Board.

b. Summary Annual Meeting: It was noted that the election party and game were not well attended by newer players and that none of the award winners in the 299 and lower levels attended. Next year, steps will be taken to encourage newer players to attend and award winners with up to 299 masterpoints will be notified of their awards and the election party. It was also noted the revised mentoring program will provide for better communication with newer players.

c. Liaison to Holiday Party: Kathy Sanders volunteered to coordinate the Unit holiday party again this year, but requested a board liaison. Mimsy volunteered to act as liaison. The holiday party will take place on December 9, 2018, and again will be a benefit for Homeward Bound.

d. Responsibility For Food at Unit Games: As he will be running Unit games commencing in September, Henry has offered to provide the food at Unit games. Hilde will discuss reimbursement details with him.

e. Unit Games: Bob Thomson and Michael Hartnett have both offered to give classes before Unit games. Though offering classes at Unit games costs the Unit more because of increased rent and incidental costs, it was agreed to continue the Unit practice of offering classes presented by local speakers twice a year, in the spring and fall. The Education chairs will start planning for a local speaker in the fall.

It is possible for the Unit to have up to 24 Unit games a year. Bill will investigate how many additional sanctions are available to the Unit and explore whether the local clubs would be interested in hosting Unit games on weekdays.

f. Purchase of Additional Set of Boards: Henry Kingdon purchased the Crossley Bridge Center's half ownership of its dealing machine. The Unit owns half of the dealing machine, which was valued at \$2,000. The Unit will reimburse Henry half of the costs of repairs to the machine, if any. Henry suggested that the Unit purchase one extra set of boards for the Sectional as the Unit had to borrow boards this year. It was agreed that the Unit will authorize Henry to purchase one set of boards on behalf of the Unit. However, Gail will first approach Janet Crossley about possible purchase of boards from the Crossley Bridge Center.

4. **Update on Mentoring:** Bill has taken over responsibility for the mentoring program. He reviewed the program and its logistics. Working with Bob and Nancy, he has created an online process for managing the program. Melanie and Mimsy will review their proposals before they are presented to the entire Board. There are currently 3 people being mentored.
5. **Acting Development Chair.** Bill is Acting Development Chair until a permanent Chair is appointed.
6. **Membership.** Golden Age Master is an honorary ranking offered by the ACBL to non life master players (i) over 70 years old with at least 300 masterpoints or (ii) 80 years old with at least 100 masterpoints. The Unit will consider applying to the ABCL for this designation for members who qualify.
7. **Report from District 21.** Tabled to next month.
8. **Report from Education.** Martha spoke to Jerry Helms. It would be expensive to have him present a seminar. In addition to his fee, he charges for incidentals and prefers to present for more than one day. Martha and Mimsy will explore other possibilities and will contact Larry Cohen, Barbara Seagram and Robert Todd to determine their availability and cost. Martha will speak to Debbie Rosenberg for suggestions of other presenters.
9. **Treasurer's Report.** Hilde circulated the following reports: Marin Unit 508 Statement of Operations (Year End Statements ended 6/30/17 and 6/30/18); Marin Unit 508 Year End Income Analysis 6/30/18 and Marin Unit 508 Unit Game Reports 11/6/16 -5/13/18. She reported that the Unit had a successful year, ending with a profit of \$3,797.57. The Unit sponsored four events in the last financial year, all of which were profitable: Learn Bridge in a Day, Cohen seminar, Seagram seminar, Spring Sectional. She noted that other than the Spring Sectional, the Unit does not have any events currently planned for this financial year, although the Education chairs are working on this. In the absence of profitable events, the Unit is on track to break even in the current financial year.
10. **Privacy Notifications on Website.** Nancy Fox, the Unit's webmaster, raised the issue of whether the Unit should have a privacy statement on its website. Bill reported that the ACBL's website has a privacy statement but those of individual districts do not. After discussion, it was decided a privacy statement is not necessary at this time. The Unit 508 website is a private site and does not store personal information other than the email mailing list, which does contain a privacy statement when one signs up for the list and each email contains the option for a member to opt out.
11. **Website Back Up Program.** Bob reported that the webmaster has installed a free back up system on the Wordpress site. The webmaster will look into a procedure to back up historical files and files outside of Wordpress.
12. **Any Other Business.** There are two open places on the board, one is allocated for a development chair, the other possibly to assist with the Sectional.
13. The next Board Meeting will be held on August 15, 2018.

There being no further business, the meeting was adjourned at 4:30 pm.

Respectfully submitted, Melanie Haddad, Secretary

**Marin Bridge Unit 508**  
**Statement of Operations**

Year End Statements ended 6/30/17 and 6/30/18

	6/30/18	6/30/17
<b>Cash, beginning of Period</b>	<b>17994.81</b>	<b>17370.33</b>
<i>Income</i>		
Spring Sectional	9,523.00	8097.00
Unit Games	2,484.73	710.98
Seagram Seminar-9/22/16		7740.00
Jerry Helms Seminar-5/11/17		6240.00
Cohen Seminar-5/10/18	8,755.00	
ACBL Membership Reimbursement	2,418.69	2434.83
Directory fees-Net of Costs	(17.00)	66.83
Learn Bridge ina Day	2,759.02	
Seagram Seminar- 11/16/17	8,245.00	
<b>Total Income</b>	<b>34,168.44</b>	<b>25289.64</b>
<i>Expenses</i>		
Spring Sectional	8,145.71	6922.58
Insurance	500.00	500.00
Seagram Seminar-9/11/16/18	5308.83	4437.18
Jerry Helms Seminar-5/11/17	-80.00	7028.10
Cohen Semindr 5/10/18	8,095.78	
Bidding Box Cards-Hartnet	366.10	
Dealing Machine-Hartnet	1,250.00	
Unit Games]	1,163.60	982.97
Other Lectures		648.17
Storage	1,020.00	900.00
Christmas Party-Before Directors Fees and Free Plays	560.32	514.34
Election Party	726.20	672.46
Mentoring	150.00	70.00
Website	909.79	1727.00
New Member Free plays	40.00	10.00
LBIAD Expenses	1,645.80	
Miscellaneous	568.74	252.36
<b>Total Expense</b>	<b>30370.87</b>	<b>24665.16</b>
<b>Net Income or (loss)</b>	<b>3,797.57</b>	<b>624.48</b>

Unit 508					
Transaction Listing					
					Balance
	DATE	REASON	AMOUNT	DETAIL	15,658.61
	07/14/14	Unit Game Revenue	614.72	Unit Game Rev	16,273.33
	07/14/14	Election Party	30.29	Election Party Refun	16,303.62
	07/14/14	Election Party	50.00	Election Party Refun	16,353.62
	07/28/14	ACBL Reimbursement	1,241.45	ACBL Reimbursemen	17,595.07
	08/16/14	Unit Game Expense	(625.00)	Unit Game Expense	16,970.07
	08/16/14	Unit Game Expense	(0.50)	Unit Game Expense	16,969.57
	08/21/14	Unit Game Expense	(53.96)	Unit Game Expense	16,915.61
	08/21/14	Kantor Seminar Revenue	6,080.00	Revenue	22,995.61
	08/21/14	Kantor Seminar Revenue	(80.00)	Revenue	22,915.61
	09/08/14	Unit Game Revenue	264.50	Unit Game Rev	23,180.11
	09/11/14	Kantor Seminar Revenue	1,880.00	Revenue	25,060.11
	09/17/14	Unit Game Expense	(48.00)	Unit Game Expense	25,012.11
	09/27/14	Kantor Seminar Revenue	(80.00)	Revenue	24,932.11
	10/08/14	Kantor Seminar Revenue	4,970.00	Revenue	29,902.11
	10/13/14	Kantor Seminar Revenue	(80.00)	Revenue	29,822.11
	10/21/14	Insurance	(610.00)	Insurance	29,212.11
	11/03/14	Kantor Seminar Revenue	520.00	Revenue	29,732.11
	11/05/14	Kantor Seminar Revenue	(80.00)	Revenue	29,652.11
	11/05/14	Kantor Seminar Revenue	(80.00)	Revenue	29,572.11
	11/06/14	Kantor Seminar Expense	(8,070.00)	Expense	21,502.11
	11/06/14	Kantor Seminar Expense	(2,520.00)	Expense	18,982.11
	11/06/14	Kantor Seminar Expense	(330.00)	Expense	18,652.11
	11/06/14	Kantor Seminar Expense	(240.00)	Expense	18,412.11
	11/06/14	Kantor Seminar Expense	(165.00)	Expense	18,247.11
	11/06/14	Storage	(150.00)	Expense	18,097.11
	11/10/14	Kantor Seminar Expense	(367.50)	Expense	17,729.61
	11/10/14	Kantor Seminar Expense	(375.00)	Expense	17,354.61
	11/06/14	Kantor Seminar Expense	(500.00)	Expense	16,854.61
	11/12/14	Storage	(900.00)	Expense	15,954.61
	11/19/14	Kantor Seminar Expense	(151.81)	Expense	15,802.80
	11/19/14	Unit Game Expense	(83.00)	Unit Game Expense	15,719.80
	11/16/14	Kantor Seminar Expense	(28.39)	Expense	15,691.41
	11/14/14	Misc. Expense	(34.99)	Expense	15,656.42
	12/03/14	Kantor Seminar Revenue	990.00	Revenue	16,646.42



MARIN UNIT 508 YEAR END INCOME ANALYSIS			
6/30/18			
<b>NET PROFIT FROM EVENTS</b>			
COHEN SEMINAR-5/10/18			659.22
LEARN BRIDGE IN A DAY			1,113.22
SEAGRAM SEMINAR - 11/17/17			2,936.17
SPRING SECTIONAL			1,377.29
UNIT GAMES-(SEE NOTE BELOW)	2,484.73		
LESS ELECTION PARTY EXP	-726.20		
LESS CHRISTMAS PARTY EXP	-560.32		
LESS UNIT GAME FOOD/PRINTING	-1163.60		
LESS MENTORING/NEW MEMBERS	-190.00		(155.39)
TOTAL			5,930.51
<b>OTHER REVENUE</b>			
ACBL MEMBERSHIP REIMBURSEMENT			2,418.69
<b>OVERHEAD EXPENSES</b>			
INSURANCE	500.00		
MISCELANEOUS	568.74		
STORAGE	1,020.00		
WEBSITE	909.79		
BIDDING BOX CARDS	366.10		
DEALING MACHINE	1,250.00		
OTHER	-63.00		4,551.63
TOTAL NET PROFIT			3,797.57
NOTE: DONTATING ALL FEES TO CHARITY AT CHRISTMAS PARTY IS ADDED BONUS TO I			



Martin Unit 508 Unit Game Report												
11/12/17-5/13/18												
Terra Linda												
Date of Game	11/12/17	11/26/17	12/10/17	1/21/18	2/4/18	2/18/18	3/11/18	3/25/18	4/8/18	5/6/18	5/13/18	Total
	NAP FINAL		YM&S** STAC				SWISS			SWISS		
Table Fees	800.00	540.00	0.00	480.00	600.00	580.00	520.00	520.00	500.00	480.00	320.00	5,340.00
Free Plays	(110.00)	(80.00)	0.00	(100.00)	(140.00)	(80.00)	(80.00)	(90.00)	(90.00)	(100.00)	(90.00)	(920.00)
Net Revenue	690.00	460.00	0.00	380.00	460.00	500.00	440.00	430.00	410.00	380.00	270.00	4,420.00
Expenses:												
Rent (35% Rev)	241.50	161.00		133.00	161.00	175.00	154.00	150.50	143.50	133.00	94.50	1,847.00
Director	235.00	151.77	345.00	140.00	155.00	155.00	125.00	210.00	140.00	125.00	140.00	1,921.77
Supplies	7.50	7.50	7.50	7.50	7.50	7.50	7.50	7.50	7.50	7.50	7.50	82.50
Refreshments	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
AC/Bc-Fees	71.00	15.88	208.00	15.00	18.75	18.15	16.25	16.25	15.65	15.00	10.00	420.93
Total Expenses	555.00	337.15	560.50	295.50	342.25	355.65	302.75	384.25	306.65	280.50	252.00	3,972.20
Due to (Due from) 51	135.00	122.85	(560.50)	84.50	117.75	144.35	137.25	45.75	103.35	99.50	18.00	447.80
Additional Reimbursements Mentor Free Plays												
Additional Reimbursements New Members												
Net due to (Due From (508)												
											407.80	

\*\* Rent is paid direct!