

ACBL UNIT 508 BOARD OF DIRECTORS MEETING

Minutes September 22, 2023

Call to Order. The meeting was called to order by Vice President Carolyn Farren on Friday, September 22, 2023, at 3:30 pm at the Terra Linda Recreation Center, San Rafael, CA.

Present: Tracey Bauer, Cindy Blum, TJ Campbell, Carolyn Farren, Melanie Haddad, Steve Levinson, Tricia Maas

Absent: Arti Bhargava, Shirley Ehrlich

1. Minutes. MOTION (TJ / Tracey): That the Minutes of the Unit 508 Board of Directors Meetings of August 18 and 24, 2023, be approved as distributed. Carried.
2. Education / Growth. 0-300 MP mixer/ party/ game:
 - a. Cindy reported plans have been finalized for the game. Discussion about the time allotted for the game and time allotted for socializing. Decided to extend the rental by one hour to allow more time for socializing. Steve will contact Terra Linda Rec Center to determine whether it is possible to extend the rental by an hour.
 - b. Cindy circulated an invitation email. Tracey will rewrite it and create an invitation in Canva.
 - c. Cindy circulated the budget for the event. MOTION (TJ/Cindy): that the budget for the 299er game be approved. Carried.
3. Membership Report
 - a. Carolyn reported that the handover of responsibilities from Shirley to Carolyn is in progress.
 - b. The ACBL sent an email with a list of lapsed members with suggestions on how to follow up with them. The Board will address this at its next meeting.
4. Treasurer's Report
 - a. Unit Game schedule: Steve prepared a list of dates for unit games in 2024, checked against local sectionals. There will be 19 unit games with 5 sanctions in reserve for other events
 - b. Sectional: Steve received a late invoice from District 21 for the table and supplies rental. This put the 2023 Sectional at a net loss of \$437.
5. Communications Report.
 - a. Tracey requested that the Board approve an upgraded MailChimp account at a cost of \$20 a month. This will allow up to 5 email addresses to be associated with the account and provide access to better templates. The Board approved the additional expense of \$20/ month. Tracey will upgrade the account.
6. Website Report - tabled.

7. Sectional Report - tabled.

8. Shared Google Drive.

- a. Melanie circulated a schematic of the folders in the shared google drive. All Board members have been granted access to the shared drive and will start uploading relevant documents in their areas. Board members were reminded of the confidentiality of much of the information in the shared drive and ACBL restrictions on the use of member information.

9. Any Other Business.

None.

The next board meeting will take place in person on Friday, October 20, 2023 at the Terra Linda Recreation Center, San Rafael, CA. If Board members are unable to attend in person, they may attend via conference call.

There being no further business, the meeting was adjourned at 4:38 pm.

Respectfully submitted,

Melanie Haddad, Secretary