

CENTRAL CAROLINA BRIDGE ASSOCIATION UNIT 169

BOARD OF DIRECTORS MEETING MINUTES VIA ZOOM

November 21, 2020

Attending Via Zoom: Ron Matamoros, Tom Skaar, Dixie Culver, Dianne Pusch, Claudia Hale, Chris Shepard, Rich Pepper

Not in Attendance: Cindy Wright, Skip Wilson, John Lamanna, Judy Hellen, Debbie Monroe, Kathy Tomlinson, Carol Elkins-Bachl

Welcome (Ron) Ron opened the meeting at 11:03 a.m. He announced the death of Bill Simpson who contracted Covid after a hunting trip in South Dakota. Cindy Wright had surgery on Friday, we all wish her a speedy recovery.

Approval of Minutes from September 26, 2020 Ron asked for any discussion, Claudia made a motion to accept, Chris seconded the motion and all approved.

Membership Update (Dixie)- October 2020 Total 882

12 new members, 5 transfers in, 1 reinstated, 5 transferred out, 2 deleted

Financial Update (Dixie) –

	Profit & Loss	
	July 1, 2020 – October 31, 2020	
Income:		
Non-Programs	\$ 1,848.31	
Program Service	<u>67.50</u>	\$ 1,915.81
Expenses:		
Non-Programs	\$ 1,883.60	
Program Service	<u>493.56</u>	<u>2,377.16</u>
Net Profit		\$ (461.35)

**Balance Sheet
October 31, 2020**

Current Assets:

BB&T Checking	\$ 29,623.89	
Cash Gloria	25.00	
Cash \$2 bills	472.00	
Chase Bank	1,700.00	
Towne Bank CD	<u>10,000.00</u>	<u>\$ 41,820.89</u>

Equity:

Opening	\$ 42,282.24	
Net Profit	<u>(461.35)</u>	<u>\$ 41,820.29</u>

Positive Financial Information:

Dixie explained we have a slight deficit for the first half of this fiscal year. She went on to explain how we are taking advantage of banking specials to generate revenue to offset any expenses we may incur. She encouraged the board to have at least one on-line unit game per month which would allow us to offset any expenses over the upcoming months.

Unit Game Continuation (Ron)

-Online bridge Process Review: After months of trying by both Dixie and Peter we have secured a VACB#. This will allow us to now have on-line unit games in a more simplistic manner. Peter will continue to direct until we decide on a new director and or start playing in person. Peter will direct the December Annual Meeting Unit Game starting at 10:00 a.m. directly followed by the Annual Meeting via Zoom at 12:30 p.m. It was suggested and decided to charge \$6 after a discussion regarding the cost for having the game on the BBO format explained by Dixie.

-Games Calendar 2021 (Tom)

Tom explained he set up all the unit games possible and the remainder would need to be set up by the director. Claudia asked that he use the same format as the previous year which will transfer best to the website and remain consistent for members. Dixie asked if Rich could help with the completion of the calendar since he is a director and Cindy just had surgery. Dixie asked if Tom and Rich could work together to finish quickly and give to Claudia for the website.

Claudia reminded Tom to check on the contract with Burmil for the Greensboro tournament since the dates have changed and the facility had a change of personnel. Also, confirm the deposit Dixie made this past year that was to be carried forward on any date change.

-Unit Game Director agreement

DIRECTOR RESPONSIBILITIES:

- Fulfill responsibilities of Club Manager (including setting up unit games as needed)
- Follow all BridgeBase requirements to conduct virtual Unit games online (must be online trained)
- Direct all Unit games in a professional & courteous manner
- Arrange for set-up/tear down help. Arrive in sufficient time to set-up so the game starts & ends promptly
- Arrange for a substitute director if unable to direct
- Provide on-site training for successor, if notice is given
- Support game format & structure as indicated by Unit, including a separate NLM section if Unit desires
- Make three sets of boards
- Provide game sheets (Unit will reimburse)
- Provide caddies, if applicable (Unit will reimburse)
- Store & bring appropriate supplies to games (convention cards, pencils, etc.)
- Use Unit supplies & only for Unit games
- Provide computer & printer
- Provide hand records (Unit will reimburse)
- Arrange for installation of appropriate BridgeMate software on director's computer
- Provide BridgeMate 1's for games in Winston if using BridgeMate 1s
- Bring BridgeMate 2s to Unit & special games if Unit purchases BridgeMate 2s
- Collect money. Count money & prepare intake Form. Pay facility agreed amount, deposit or give money to Unit Treasurer or person assigned.
- Provide roster of players to facility, if applicable
- Report games to ACBL via program
- Pay ACBL fees using CCBA credit card on file with ACBL online
- Provide Unit with inventory of Unit supplies and equipment at beginning of Agreement
Turn over all Unit materials & supplies to Unit upon termination

Ron explained he notified Gloria by letter and telephone that we would be changing the responsibilities of the director position on 9/29/2020. Giving her adequate time per our agreement. Claudia will put the responsibilities on the website. Claudia and Dixie agreed to pick up any supplies if Gloria does not continue.

Other questions: Rich asked Ron for clarification on the NC Non-Profit Indemnification. Ron reminded the Board that he had arranged for his old law firm to review the issue before he joined the Board. NC has an unincorporated not for profit act which protects Board members and officers acting in good faith and in their official capacity.

Adjourn: Ron asked if there were any additional items. Dixie made a motion to adjourn, Claudia seconded and all approved. Meeting adjourned at 11:53 a.m.