

Minutes and Action Items: from Board Meeting November 5, 2022

ATTENDING: Dixie Culver, Debbie Monroe, Rich Pepper, Peter Boyd-Bowman, David Hamby, Robert Powell, Debbie Elston, Ted Edgar, Cindy Wright, Claudia Hale

NOT ATTENDING: Sydney Cardone, Martha Meyer, Melissa Waldron, Chris Sheppard, Dianne Pusch

Debbie M. called the meeting to order at 10:45 am.

APPROVAL OF PRIOR MINUTES: Minutes from Sept. 10, 2022 had been distributed ahead of the meeting. Peter made a motion to accept the minutes, second by Ted and all approved.

MEMBERSHIP UPDATE (Dixie)- 2022

3 new members/ 4 reinstated

2 transfers in/0 transfers out

0 death

Total down from 749 to 752 1st increase in months!

FINANCIAL UPDATE (Dixie) –

		Profit & Loss
		7/1-10/31/22
Income:		
Non-Programs	\$ 1,710	
Program Service	<u>14,655</u>	\$ 16,365
Expenses:		
Non-Programs	\$ 1,634	
Program Service	<u>14,388</u>	<u>16,021</u>
Net Profit		343

		BALANCE SHEET
		October 31, 2022
Current Assets:		
BB&T Checking	\$ 30,417	
Cash Gloria	25	
Cash \$2 bills	86	
Towne Bank CD	<u>10,201</u>	<u>\$ 40,729</u>
TOTAL ASSETS		\$ 40,729
Equity:		
Opening	\$ 40,386	
Net Profit	<u>343</u>	<u>\$ 40,729</u>
TOTAL LIABILITIES & EQUITY		\$ 40,729

DETAILED FINANCIAL STATEMENT: (Dixie)

Dixie provided a copy of the detailed FS which will show the break down for categories (see Appendix 1). Wayne has finished the audit with no findings.

UNIT GAME UPDATE (Rich)

Schedule for the rest of 2022 – is set (Appendix 2; see website). Will have 1 in GSO, 1 in WS each month. A few items to note:

- **Dec. 10, 2022: in GSO at Lewis Center. STaC Game + Annual Mtg./Party.** Board agreed that we will have a pot-luck lunch preceding the brief Annual Meeting, and then the Unit Game. **Approximate timing:**
 - 10:45 am – Board Meeting; finish by 11:15
 - 12:00 pm – Pot Luck lunch available to all
 - 12:30 pm – slide show of “State of the Unit” (financials) will start circulating and people will be encourage to view it while the finish eating.
 - 12:45 pm – Annual Meeting: Debbie / Dixie to welcome everyone, announce major Board activities, financials are available to Members. Any questions? Approval by Members.
 - 1:00 pm – Unit Game starts.

Action: Dixie agreed to help coordinate what items people are bringing to Potluck, so we have a range of entrée types covered. Ted is bringing chicken.

Action: Everyone – start promoting this event at least 2 weeks prior to it. Let’s encourage a big turnout. **Rich** -ask Club Managers to highlight this event at their games.

Schedule for 2023 – is set (Appendix 3; see website):

A few highlights to note:

- Return of the Mentor-Mentee Game: April 15, 2023 – GSO.
 - **Future Action Item:** we will need a coordinator for this. If someone would like to volunteer, that would be great (contact Rich).
- Team Games: Oct. 14 in GSO, Nov. 4 in GSO.
- Board meetings: Jan. 28, Apr. 30, July 15, Nov. 4 – Board to let Rich know if any of these need to change, to fit with our Tournament planning.

River Landing at Sandy Ridge (Colfax) – Before COVID closed this site to us, we had a Thursday morning club game (Jeannette S.) and a Wed. evening game (Rich) via Clubs here. Site is opening up to outside bridge again. If residents also attend, no cost to us. Might be possible for Unit Games? They have a beautiful new Clubhouse, with large room, and adjacent bar and restaurant (closes at 8:00 pm). Also, a Card room with about 12 tables in the Main building. Rich requested a Night game – Tuesday or Wednesday night. However, River Landing (Brian

Stroud) said they'd only allow a weekday game at this time, and only in the card room in Main building. This does not fit with Rich's schedule or with Unit Games. **Action: Rich** to follow up in 1-2 months; see if they are willing to allow evening or weekend use.

Action: Robert Powell – knows a church in Colfax that we might be able to rent on Saturdays, for an occasional Unit Game. Will investigate with them, determine approximate cost and availability, and let Rich + the Board know. Might be a possibility for the future.

LEARN BRIDGE IN A DAY (LBIAD) – AND FOLLOW-UP ACTIVITIES (Rich)

Rich and Cindy have been co-leading this project. Brought in Patty Tucker for the LBIAD course on Aug. 27-28. Had: GSO 45 people/WS 76 people. Great response and help from players in our Unit both as Table helpers and to recruit students.

Ongoing Efforts as part of LBIAD Retention Plans:

- Beginner bridge lessons:
 - Rich: in GSO at Leonard Center – weekly on Thurs. AM at Leonard Rec Center, starting Sept. 8, 2022. Using Audrey Grant material.
 - Cindy: in WS at Georgia Taylor Center – 4 weeks on Wed. afternoons, starting Oct. 12. Using Patty Tucker material.
- Supervised play – students get to bid and play some pre-dealt hands; get help from the supervisor. Mini-lesson/learning is part of this. Pay a fee to attend.
 - Judy Hellen: in GSO on Mondays at 1 pm starting Sept. 1. Have averaged about 2-3 tables. Mostly LBIAD folks and other brand new players.
 - Rich: in GSO on Tuesdays at 1 pm (at G.C.C., for members). About 1 table.
 - Martha Albertson: at Cindy's games, supervising a group on Monday and Friday, starting Oct. 14. About 4-5 tables, mainly folks who had not come back to duplicate until now (low MP players).

We've now received grant money from the ACBL Education Foundation (\$3750) and the District 7 Membership Committee (\$1000). Both groups had very detailed applications that asked for a budget, and will want a post-event accounting on/around January 2023, in terms of:

- The degree of success in getting people to attend events
- The degree of success in getting "retention" of the LBIAD participants
- The final income/expenses vs. what was budgeted.

Here was the final projected budget, as included in the ACBL EF grant application on August 3, 2022:

7. Proposed Project Allocations:

Program Expenses (e.g., Advertising, Equipment, etc.)	\$ requested from ACBLEF	\$ support from other sources	TOTAL AMOUNT
Advertising		\$ 500.00	\$ 500.00
Patty Tucker Teaching Fee	\$ 1,500.00		\$ 1,500.00
Patty Tucker Travel Expenses	\$ 800.00		\$ 800.00
Refreshments (\$10/PERSON)		\$ 1,500.00	\$ 1,500.00
Teaching Material (\$5/STUDENT)	\$ 750.00		\$ 750.00
Rent for Venues	\$ 200.00		\$ 200.00
Recruit/pay supervisors at Supervised Games, post-ev	\$ 500.00		\$ 500.00
TOTAL:	\$ 3,750.00	\$ 2,000.00	\$ 5,750.00

Dixie and Rich extracted expenses and income totals from Unit accounting software into an Excel spreadsheet format (separate file available, LBIAD 2022 Expense and Income amounts.xlsx; Appendix 4).

Based on this analysis, we have:

Income: \$7730 (includes grants + payment by students. Does not include \$1000 that Unit had pledged in support.

Expenses: \$4391 (includes Patty Tucker fees, travel, booklets, food, rent)

Net: We have about \$3400 surplus now. Must send final reports to ACBL EF and D7 Committee around Jan. 2023. How best to handle with them? Rich had several proposals that he outlined to the Board about this, including using remaining funds to support:

- Ongoing Supervised Play efforts – Provide grants to WS and GSO coordinators.
- Seed money to run new LBIAD event(s) Jan. 2023 in two neighboring Unit cities
- Support new directors + new bridge teachers in these neighboring areas, and post-event Supervised play.

Discussion: Board had good discussion on possible ways to proceed, and how we can use this money to help with the LBIAD goals of maximizing retention of the new players in bridge games, lessons, supervised play, and ACBL membership. While we may not need to contact ACBL EF and/or D7 ahead of time about their rules on grant money, it was deemed wise to find out those policies and be up front about the current finances + our plans for use of the remaining money in LBIAD project. This way, they'll view future grant requests more favorably, if we are viewed as being transparent with how the funds have been used throughout the project. Ted made motion Peter seconded, to allow the LBIAD group to spend the remaining grant money and keep account of it, with the following recommendations:

Board voted to approve the following approach:

1. Give grants now of \$600 each to the WS Supervised Play coordinator(s) and the GSO Supervised Play coordinator(s). To be used in best way to support this continued effort.
 2. Continue to recruit interested players in our Unit, who would like to become teachers or directors. Provide funds from this LBIAD project as small incentives toward their getting valuable/required training + certification: 1) Online Director course + certification (\$50 each); 2) In-person Best Practices Course (\$125 each), at Nationals or Gatlinburg Regional.
 3. Use LBIAD funds as seed money to run new LBIAD event(s) Jan. 2023 in two neighboring Unit cities (e.g. High Point? Colfax? Burlington? Asheboro? Salisbury?) + followup retention activities there. Will use our own certified LBIAD instructors.
- **Action: Rich** – to draw up a budget for this remaining \$3400 and how we plan to use it for critical post-event retention activities to LBIAD. Call the ACBL EF and D7 coordinators, and share our plans; learn their policies on how to handle the grant money we've received. Advise the Board on what is found.
 - **Action: Rich** – to draft some guidance on ways the Unit's grant money for Supervised Play can be used appropriately. Work with key stakeholders (e.g. Cindy, Dixie, Peter, Judy, Martha A.) to finalize and pass along to the coordinators.

WEBSITE MODIFICATIONS AND PIANOLA EMAILS (Claudia)

- Claudia to be on a 4 month cruise around the world January 4– April 27, 2023
- Website changes: **Action: Judy Hellen** to take over Webmaster Duties.
- Flyers: Tournament chairs need to have flyers all set & Claudia will have flyers prepared prior to leaving on the cruise. **Action: Claudia:** make both the Word and PDF files available to Rich & Judy in case we need them for late modification.
- Pianola emails: **Rich** will be granted access to be able to send these. **Action: Claudia** – to train Rich and grant permissions.

- **Question:** for the future, are there other current board members who have interest, ability in helping with 1) website; 2) flyer design; 3) Pianola email blasts?

2023 TOURNAMENTS (Debbie, Ted)

NLM Regional/Open Sectional – February 16 -19, 2023. Bur-Mil Clubhouse

- Tournament Chairs: Debbie M. (NLM Regional), Ted (Sectional)
- Partnership Chair: Peter
- Bur-Mill Clubhouse is reserved. Dixie has the contract and has paid the deposit.
- Comfort Inn – have contract with them (\$99 per night)
- Flyers printed. Sanction obtained.

Greensboro Sectional – May 12 -14, 2023, Bur-Mill Clubhouse

- Tournament Chairs: Debbie M. & Dixie.
- Partnership Chair: Rich
- Note: Sunday is Mother's Day, so our tournament runs Thursday – Saturday.
- Bur-mill clubhouse is reserved.
- Comfort Inn – have contract with them (\$99 per night)
- Sanction obtained.

-WS Sectional – August 11-13, 2023. WS Fairgrounds

- Tournament chair: Cam graciously accepted. Cindy agreed to mentor her in this role.
- Partnership chair: ?? (will ask Susan Wesley)
- WS Fairgrounds is reserved (per recent email from Cindy). Might need contract still?
- Best Western Hotel: **Action: Cindy** will call and obtain block of rooms + a rate.
- **Action: Ted** – to update Tourney Trax and get ACBL sanction.

-Piedmont Fall Sectional – October 20-22, 2023 Bur-Mill

- Tournament Chair: Rich
- Partnership chair: Debbie M.
- Bur-Mill clubhouse reserved; contract signed
- Comfort Inn – have contract with them (\$139 per night. More than earlier tournaments, because of Furniture Market)
- **Action: Ted** – to update Tourney Trax and get ACBL sanction.

2024 TOURNAMENTS (Claudia)

In prior years, we reserved dates + venues and obtained ACBL sanctions more than 1 year ahead. Board agreed we should now do this for 2024. **Action: Claudia** – to put together a 2024 calendar, with some suggested dates for our tournaments + possible conflicts with Holidays / Regionals / Nationals. Will also suggest some dates for Unit games.

One suggestion raised: the Piedmont Fall Sectional had previously been in High Point. Would be nice to see if we can return here in 2024 (vs. Bur-Mill in GSO). However, finding a venue would be the issue.

NEW APPROACH TO CHAIRING TOURNAMENTS (Debbie M.)

Debbie announced a new approach that the Board will use to assist the named Tournament Chair for each tournament. These changes will help us attain better balance of income vs. expense, and make the Chair's job easier. "Tourney Leads" (my suggested name for these; happy to have other titles suggested) will be responsible for coordinating certain items for all our tournaments:

Advertising: Fran Tewkesbury – will take flyers to all nearby tournaments for advertising. Will also suggest/coordinate other ways of advertising our tournaments.

Hospitality: Marcy Maury - will coordinate hospitality (snacks, what else is under this umbrella?)

Lewis Center Supplies: Benjie Cone, with support from Jim Skidmore, Joe Brantley, will arrange transport of all needed supplies from Lewis Center closet.

Note: moving card tables will still be handled via Peter, Rich and Robert.

Sunday meals: Melissa Waldron to coordinate, with support from Dixie.

Note: we will generally NOT provide meals on other days of each tournament, and instead will provide players with a list of local restaurants.

TOURNAMENT SUPPORT VIA "UNIT 169 PLAYERS CLUB" (Debbie M.)

It was proposed to the Board, that we start up a "Unit 169 Players Club", that our Unit members can join to help offset food, drink, venue, and other costs of our tournaments. Moved by Dixie, seconded by Rich, that the Board recruit people to be members of the Players Club, to help fund our tournaments. After some discussion, it was proposed to have three different Levels of participation:

- Silver Level: \$100—\$249 per person
- Gold Level: \$250—\$499 per person
- Platinum Level: \$500 and up, per person

Those who choose to help will become members of the Central Carolina Bridge Association Unit 169 Player's Club for that calendar year. There will be recognition (at the tournament), and appreciation events for those who join. The Board voted by voice vote to approve moving forward with this proposal, based on the modified levels shown above.

Action: Dixie – find recruiters on the Board, or in Unit, to start asking people for their support via this program.

TOURNAMENT SPONSORSHIPS (Debbie M.)

A separate program was described, that will enlist corporate sponsors and other interested groups/persons, to give a higher level of support to our tournaments. Proposal: >\$2500. These sponsors would have exclusive naming rights (e.g. for a trophy or a tournament), sponsor recognition on invitations, flyers, emails, sponsor listing on signage, opportunities to speak at the program, a sponsor table where promotional material can be displayed, and/or an appreciation event. Details of this to be further refined and brought forward to the Board.

OTHER BUSINESS:

Mentoring Programs (Rich): As a follow-up to the LBIAD program, and Supervised Play currently happening in GSO and WS, we want to get new players to start playing duplicate bridge. We want them to feel confident and comfortable in these first encounters, and not be scared away. Some ideas and upcoming events related to this:

- Dec. 5, 2022: At the T.B.C. Monday game (Rich is directing), we will have a Newcomer's Game. This will be limited to 0-20 MP players, and only play 12 boards. Will be held in same room as the Open game. Will be preceded by a 30-minute free "Lesson" (e.g. intro to duplicate). Judy Hellen will help with this. Peter is fully supportive.
- Dec. 12, 2022: At the regular club game in WS (Cindy directing), a Newcomer's Game will be included, involving the people who have been in Supervised Play and in Cindy's lessons.
- Encourage new players to get an ACBL Guest Membership (90 days, free).
- Mentor-Mentee Unit Game: April 15, 2023

New suggestion (Debbie E.) – Asked if we can create a list of people willing to play/partner with another person? Could be on our website, or via some other means. Much discussion followed, and two of our Club Managers (Peter, Cindy) shared that the usual way they handle is to have the person call/email them a few days before the game to help find partner(s). It often requires pairing someone with a compatible partner. Claudia mentioned there are lists of people who could partner on BBO, on our Unit's website.

Rich shared that he thought reconsidering this proposal, over the course of some time, had merits. Maybe there's a way to make something like this happen, that could address some of the trickier aspects of pairing people that Peter / Cindy described? **Action: Rich** – will consider this idea, and consult with Debbie E., Peter, Cindy, others, to see if something might be possible for the future.

Meeting Adjourned at 12:03 pm

Appendix 1 – Financial Statement. Appendix 2 - 2022 Unit Games. Appendix 3 – 2023 Unit Games. Appendix 4 – Income and Expenses for LBIAD