

SALEM BRIDGE CLUB BOARD OF DIRECTORS

MINUTES OF REGULAR MEETING, March 21, 2017

Call to Order, Attendance: President Paul Graham called the meeting to order at 10 a.m. on January 24, 2017. **Present:** Paul, Dave Astle, Zina Galaka, Joan Page, Irma Jean McKinney, Susan Palmer, and Anita Walker.

Also attending: Dick Pitzer and E. Allen Carter, Game Directors.

Approval of Minutes. The minutes of the January 24 meeting were approved.

Financial Report/Table Count. Anita presented the club's financial reports for January and February, 2017. The club gained \$235.87 in January and lost \$573.53 in February. Our cash balance decreased from \$9,135.61 on December 20 to \$8,441.56 on February 20. Table count total for January was 151 vs. 158 the year before. It was 155 in February vs. 149 in February, 2016. The Treasurer's Report was approved. -- Dave noted that the club's cash balance continues to decrease and asked how much lower we think we should let it go before we take action to increase revenue. Anita replied that she holds out some hope for stabilization in our finances because the Saturday evening game is doing better. This at least partially offsets our losses on Thursday evenings. As promised, she broached the subject of raising the table fees at the Cap Manor games from \$4 to \$5, but this was met with resistance, especially since we pay no rent for the space we use there. Allen said that his Thursday evening game seldom exceeds 3-4 tables. He gives a lesson between 5pm and 6 pm and there's another lesson from 6:00 to 6:30 before the game. We are reluctant to cancel this game as it is an important way for our club to attract new bridge players. -- Paul emphasized the need to follow up on advertising on KBZY. (*See previous minutes.*) No action was taken at this meeting.

Consumer Satisfaction. Susan found four suggestions from club members in our suggestion box this month.

1. **Move February Unit Game to a different date.** This suggestion will be referred to Unit 490.
2. **Turn up a card on one E-W hand up after the last hand is played.**
MOTION: ZG/PG. ***"Add this instruction to the list of announcements to be made by the director at the start of the last round."*** The motion was approved unanimously.
3. **Directors should not give unsolicited lessons at a playing table.** We will review our existing policies on this.
4. **Prohibit the use of radios and cell phones at tables during play.**
Do not move boards before the next round has been called.
MOTION: DA/PG. ***"Radios and cell phones must be turned off during play, including radios connected to ear phones. Boards must not be moved until the next round is called."*** The motion passed unanimously.

Minutes of SBC Board Meeting, 3/21/17, page 2

Club Manager's Report. Club Manager Kevin Kacmarynski's March report:

Unit 490 Board

As most should be aware by now, Unit 490 now has a full Board of Directors for 2017. Shain Oleson is president of U490 for 2017 (and only 2017) so I expect that the relationship between Salem Bridge Club and the Unit will continue on much as before.

District 20 Trumpet Columnist needed for U490

Shain Oleson contacted me to let me know that the Unit is looking for someone to be the new columnist for happenings in U490. Articles are submitted to the District newspaper 4 times per year. I'm sure the Unit would appreciate any help that the club can provide in finding someone to fill this role.

Unit 477 vs Unit 490 Challenge Match

The date for the 1st of two challenge matches with U477 is Sunday, April 9th in Corvallis at 1 PM. My understanding is that U477 will host a 299er game to be run in parallel with the Open game. The 299er game will serve as the "C" strat for the competition. I would ask the Board to encourage Salem players to make the trip down to Corvallis – it would be great to win back the travelling trophy.

Game Cancellation Procedure

At the February Sunday Unit game, I made an announcement that I would like to start collecting feedback from players as to how (if) they would like to be contacted regarding future game cancellations due to adverse weather conditions (or any other reason for cancellation). I left a signup sheet out for players to indicate if they would prefer an e-mail message or a text message. I failed to check on the status of this list when I was at KSAS for the March Sunday game. I still feel the best way to manage this is to find one volunteer to be the designated messenger for game cancellations. That person, when notified by the Board and/or game director (depending on what policy the SBC Board decides to adopt) would sent out a single group e-mail and a single group text message notifying players of the game cancellation.

Semi-Annual chats with Club Manager & Game Directors

A semi-annual conversation with the directors should be arranged for the March/April time frame. Chats with directors include 1 Board member (officer preferred) and the Club Manager. Chats with the Club Manager include 2 Board members (at least one officer). The last director charts were conducted around October. The Club Manager did not have a semi-annual chat with the Board in 2016.

SBC Social Media presence

No update on this topic. I will continue to work with the Unit webmaster on this item.

Game Director comments

There are no particular comments the game directors have asked me to pass along (aside from comments in the informal chats mentioned above).

Transition to a new Club Manager and new computer for use at Capital Manor

This will be my final report as Club Manager for Salem Bridge Club. As previously indicated, I have asked to resign my role. Dick Pitzer will be taking over as the new Club Manager officially as soon as ACBL processes the paperwork and, for all practical purposes, should be considered the Club Manager effective now. Dick and I will be meeting on the first Sunday in April so that

Minutes of SBC Board Meeting, 3/21/17, page 3

Club Manager's Report (cont.).

I can show him the minor changes that have taken place since he previously held the position. As a going-away present for SBC, **my wife and I have purchased a brand new laptop computer for use in running games at Capital Manor and have donated it to the club. This computer was delivered a couple of weeks ago and we have been using it to run games since that point in time. As it is a donation to the club, we will not be submitting any receipts for reimbursement.**

This concludes the March 2017 Club Manager's report for the Salem Bridge Club.
Kevin Kacmarynski
Outgoing Club Manager

New Club Manager. The Board thanks Kevin for his outstanding service as Club Manager during the last few years and also for his and Jen's generous donation of a computer for use at Capitol Manor games. -- Dick Pitzer has volunteered to assume the duties of club manager effective April 1, 2017. Dave sent him the list of club manager duties/responsibilities and Paul asked him if he is OK with all of them. Dick said he is. **MOTION: AW/SP. "Appoint Dick Pitzer as club manager effective April 1, 2017. "** The motion was approved unanimously.

Contribution to the Hawaii NABC. District 20 is hosting the Nationals in Honolulu in November. The District would appreciate each club donating one dollar per player for one week of club play. If we are willing to do this, we would hold "charity games" during a designated week prior to the NABC. No decision as yet.

Partnership Formation. Gayle has notified us she will no longer be the partnership chair. She suggests each director perform this function for their games. Zina suggested we develop a list of players who are willing to be called on short notice.

Director Announcements. The board would like all game directors to make the following announcements at the start of each game: Turn off all cell phones and radios, including those with ear phones during play.

Before last round: Return purple chairs to where you got them, place **empty** coffee cups in proper receptacle, put paper trash in wastebaskets, clean up your table, please be quiet while others finish playing, please turn a card face up on an east-west hand after the hand has been played.

Game Cancellation Procedure. (Also see club manager's report above.) The Board reviewed the club manager's thoughts (below) on game cancellation procedure. Board members would like the procedure to be as simple as possible. We did not adopt a formal procedure at this meeting, but will consider doing so at our next meeting.

Minutes of SBC Board Meeting, 3/21/17, page 4

Kevin's thoughts on game cancellation policy:

At the February Sunday Unit game, I made an announcement that I would like to start collecting feedback from players as to how (if) they would like to be contacted regarding future game cancellations due to adverse weather conditions (or any other reason). I left a signup sheet out for players to indicate if they would prefer an e-mail message or a text message. I failed to check on the status of this list when I was at KSAS for the March Sunday game.

I still feel the best way to manage this is to find one volunteer to be the designated messenger for game cancellations. That person, when notified by the Board and/or game director (depending on what policy the SBC Board decides to adopt) would sent out a single group e-mail and a single group text message notifying players of the game cancellation.

PROPOSED GAME CANCELATION POLICY:

(1) **When KSAS is closed for a weather-related reason**, no game will be held on that day. In such cases, the club manager will inform the game director for that game and shall also ask the club's webmaster to post a notice to that effect on the club's website. When severe weather conditions exist, members are also advised to check directly with KSAS to see if the center will be open. There will be no payment to any game director on such a day, even if the director decides on their own to come to KSAS. Further, in such cases, the director is responsible for all expenses, including rental of the playing area.

(2) **When KSAS requests that we not occupy our playing area on one or more game days**, the club manager shall notify the affected game directors and ask them to make appropriate announcements at all games held in advance of the day(s) in question. The club manager will also ask the club's webmaster to post a notice on the club's website and will arrange for additional notice to members by email,.

(3) **When a game at Capitol Manor is cancelled for any reason**, the game director will so notify the club's webmaster and will also attempt to notify the players who regularly play in that game. Such notification can be in person, by telephone, and/or by email.

We will revisit this subject in April. We would like to see the results of Kevin's survey.

Advertising on KBZY. *(Minutes of Sept, Oct, Nov, 2016)* Paul will discuss this with Gayle. The board is anxious to pursue KBZY's offer to inform their listeners of our club's existence and our game schedule. They are also willing to provide more information at a reasonable cost. If Gayle does not feel she can pursue this with KBZY expeditiously, Paul will develop a proposed advertisement for our review.

Adjournment. The meeting was adjourned at 10:55 am.
The next regular board meeting will be April 18, 2017 at 10 a.m.

David Astle, Secretary