

SALEM BRIDGE CLUB BOARD OF DIRECTORS

MINUTES OF REGULAR MEETING, October 17, 2017

Call to Order, Attendance: President Paul Graham called the meeting to order at 10 a.m. on October 17, 2017. **Present:** Paul, Dave Astle, Jean McKinney, Susan Palmer, and Anita Walker. **Absent:** Zina Galaka, Joan Page **Also present:** Dick Pitzer, Club Manager; Allen Carter Game Director; Judy Lathrop, Unit Treasurer,

Approval of Minutes. The minutes of the September 19 meeting were approved.

Changes to previous minutes. The **August 22** meeting minutes have been corrected to show that the motion to adopt the free play/gift card system proposed by Dick Pitzer was approved unanimously. The **September 19** meeting minutes have been amended to show that the change in start time for the Friday game will take effect on January 4, 2018.

Financial Report/Table Count. Anita presented the club's financial report for September, 2017. The club lost \$509.65 in August. Our cash balance decreased from \$15,061.53 on August 20 to \$14,911.18 on September 20. Table count for September was 212 vs.183-1/2 in September, 2016. As initially presented, the financial report showed a loss for the month of \$549.65. However, the report overstated expenses by \$40, representing eight free plays exercised by card dealers. Since free plays exercised are accounted for in reduced total income and are not actual cash outlays, they should not be shown as expenses. -- **The corrected treasurer's report was approved unanimously.**

Consumer Satisfaction. Holdover suggestions:

1- **Hold a Sunday game at Capitol Manor.** (*This is a holdover from 8/22/17.*) If approved, this game would be held on every Sunday, except when it conflicts with the Sunday Unit Game. Dick knows who he should talk to at Capitol Manor to get permission for this game, which he says would be an evening game. We need to get a sense of this how our members feel about this proposal. It should probably be included in our next membership survey.

2- **Start the Friday game at noon.** At our last meeting we voted to the change the game start time to noon on Fridays effective November 3, if the membership strongly favors this change. It is now apparent that the membership is strongly in favor of doing this. However, the Board feels we need to provide more advance notice of this change and that it should be postponed to January 4, 2018. -- **MOTION:** (DA/AW) **"Start our Friday games at 12:00 noon, effective January 4, 2018."** **The motion was approved unanimously.** An amended version of the September meeting minutes will be posted to help reduce any confusion about the time start change on Fridays.

3- **Hold at least one IMP game per month.** The board does not have enough information about the perceived advantage of doing this. We invite the person suggesting it to come a board meeting to give us a better understanding of the advantage of doing this.

Club Manager's Report for October. Dick Pitzer's report for October follows.

1- The Director Log has been installed at on the club computers and is now being used. This version runs on top of Apache Open Office which is a closed (off-line) office management system, not relying on an internet connection. Judy's program ported to the AOO system quite easily and is doing its job. The paper trail is currently running in parallel and will be discarded by the end of the year.

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Club Manager's Report (cont.)

2- The **free play (gift) cards** have been delivered. The Partnership Chairs have received theirs for this month and are currently using them. They are also being used to account for fill-ins. When the free pay cards are collected by the game director, they are voided and turned in to the club treasurer for accounting.

3- **Our games are taking longer to complete** and we need to reduce that time. Guidelines indicate a maximum game time of 3^{1/2} hrs for a pairs game and we are pushing that boundary now. Taking boards away from the slower players doesn't seem to do the job since they often elect to take a late play, lengthening the game. It would seem a viable solution is to disable the BridgeMate traveler option.

4- I propose we create a "**Club Asset**" award. There are a number of individuals in the club that extend themselves beyond that necessary to support our organization. These people deserve recognition. The idea is to obtain a plaque and award it to a "Club Asset" each year. Their name will be placed on the plaque, visible for all to see.

5- The unit monthly schedules for next year is being created. The week of November 6 it will be sent to the Unit BOD, SBC BOD, and OVBC for review. It must be completed and posted by the first week of December.

6- During this next period, the club game sanctions will be renewed for 2018. The sanction fee for each game is \$11.50; \$69.00 per week total for SBC. **We will no longer have a NLM game. It will be a 499^{er} game.** Removing the NLM name in favor of the 499^{er} name should remove all ambiguity about the nature of the game and alleviate the problem identified earlier this year. (*Item 4, Club Manager's Report for 8/22/17.*)

Response to Club Manager's suggestions.

Free plays. The board is currently reviewing its policies and procedures involving free plays, free play cards, gift cards, and associated accounting. We hope to have a comprehensive policy/procedure statement ready for adoption next month.

Speeding up the game. All directors are striving to keep our games moving along at a good pace. Players can help limiting the time they spend reviewing the results of hands just played, by **fine sorting** hands for slower players, and by moving along quickly when a new round is called. The board does not want to disable the BridgeMate traveler option, noting that a part of the enjoyment of playing duplicate bridge is seeing, in real time, how well you have done on a completed hand relative to the other players.

Club Asset Award. Currently, the club has one major award: its "Good Sportsmanship Award,," the recipient being the player the game directors believe has best displayed good sportsmanship and good etiquette at the bridge table during the past year. (**Note:** We need a new plaque to display the names of recipients of the Good Sportsmanship Award.) The board heartily approves Dick's proposal to create a "Club Asset Award" which will honor club members who have made significant contributions "above and beyond") to the club during the past year. **MOTION:** SP/DA. ***"Create a new annual award to be known as the 'CLUB ASSET AWARD' to recognize a club member who has extended themselves beyond that necessary to support our organization."*** -- **The motion passed unanimously.** The Club Manager will purchase a plaque to display the names of the recipients of this award. It will be placed for continuous display in the club's playing area. (**Secretary's Note:** The winner of the Good Sportsmanship Award is announced at the annual Unit Christmas party. We need to decide how and when we want to announce the recipient of the Club Asset Award.)

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Advertisements on KBZY. Paul reported that our ads are now running on KBZY. (We paid \$150 to KBZY for 15 spot announcements.) We are also are entitled to one 15-minute interview. Shain Oleson and Diane French will be the interviewees. Paul has prepared some questions for the interview.

Proposed bylaw revisions. The board voted to adopt the following changes to the club's bylaws:

1- **Providing for executive Sessions:** This change will allow the board to hold executive sessions for a specific purpose. **MOTION:** (AW/JMcK) **"Add the following new provision to Article V, Section 6. Meetings. (c) 'Upon a majority vote, the Board may go into executive session to deliberate toward a decision on any matter involving possible discipline of an employee. Upon conclusion of its deliberations, the Board shall announce its decision in an open meeting.'"**

2- **Authorizing appointment of head dealer and for remuneration for that position.** **MOTION:** (AW/JMcK) **"Amend Article V, Sections 9 and 11(b) of the club's bylaws to read as follows:**

Section 9. Compensation.

(a) Directors shall receive no compensation for their services as members of the Board, except that members who, on regular basis, perform the function of dealing hands for club games and those who find partners for players desiring to play in the corporation's games may be entitled to a certain number of free plays per year as shall be determined by the board.

(b) Except for the Club Manager and the Head Dealer, no one appointed by the Board under Section 11(h) of this article shall receive monetary compensation for duties performed in that position. Game directors shall receive monetary compensation at a rate established by the Board.

Section 11. Powers and Duties.

(h) To create additional positions to assist in conducting the corporation's business. Additional positions created under this authority may include: club manager, membership chair, hospitality chair, head dealer, and special project managers. For each position established and filled under this subsection, the Board shall provide the appointee with a written list of the duties of the position. One person may occupy more than one position created under this subsection." -- The motion was adopted unanimously. -- The bylaws are so amended. The secretary will print new copies of the bylaws for distribution to all board members, the club manager, the unit president, and all game directors.

10. **Webmaster/ reimbursement.** **MOTION.** (JMCK, SP) **"Salem Bridge Club will pay \$25.00 per month either to Unit 490 or directly to the unit's webmaster."** The motion passed unanimously. .

11. **Liaison to Unit 490.** Susan Palmer volunteered to be the club's liaison to Unit 490. Unit board meetings are held in conjunction with the Unit's monthly Sunday unit game. (Judy Lathrop has been providing the reciprocal service for the unit.)

Adjournment. The meeting was adjourned at 10:55 a.m. The next meeting of the board will be held on November 21, 2017 at 10:00 a.m.

David Astle, Secretary

PRE GAME ANNOUNCEMENTS:

UPCOMING CHANGE TO FRIDAY GAME START TIME.

Keep noise levels to a minimum.

No cell phones, no radios (even with ear buds)

Clean up the tables and put purple chairs away after the game.

Empty coffee cups and place empty cups in bin.

Put paper trash in wastebaskets, not in cup bin.

Periodically: Keep fragrance use to a minimum

Do not give unsolicited lessons at the table

Remind players of the 10-foot no-smoking rule.

ANNOUNCEMENTS BEFORE LAST ROUND:

Keep noise down while others are still playing

Empty coffee cups and dispose of them properly.

TERMS:

2013-15:

Astle

Oleson

Vacancy

2014-16:

Bradford

Koford

McKinney

2015-17:

Galaka

Graham

Walker