

Northern Virginia Bridge Association  
Board of Director Meeting Minutes  
February 6, 2013

ATTENDEES: Mike Cappelletti, President  
Ron Kral, Vice-President  
Lynda Flanger, Treasurer  
Betty Bursey, Board Member  
Amanda Carter, Board Member  
Leo Cardillo, Board Member  
Ann Atcheson, NVBA member  
Lucy McCoy, Newsletter Editor

CALL TO ORDER: The President called the February Meeting of the Board of Directors to order at 5:40 p.m. on Wednesday February 9, 2013 at the Reston Community Center in Reston, Va. Board members Alan Dockterman and Sheryl McEwan were absent.

### **Secretary's Report**

The Board reviewed the minutes from the January 2013 Board of Directors' meeting, which with a few edits to the information about Sunday and Monday club game sanctions, were approved unanimously.

### **Treasurer's Report**

Treasurer Lynda Flanger provided current profit and loss statements and balance sheets.

Ann Atcheson has agreed to provide assistance and backup to Lynda in handling the Treasurer's duties. Lynda and Ann are looking into the possibility of using a form of *Quickbooks* online that would give them both access to the NVBA's accounts and financial records. Lynda believes the software can be purchased for \$189.00 but will look into it and report the costs back to the Board.

Tax-related items: Lynda has sent out seven 1099-Misc. forms to persons hired by the Board who earned more than \$600 in 2012, including the various Unit Game Directors and newsletter graphic artist Julianne Smith.

Lynda is also working to straighten out a misapprehension on IRS' part that the NVBA had missed deadlines for filing some past returns. Some of the problem is a result of the change in the NVBA's fiscal year from a May-April fiscal year to a calendar year. The IRS needs to update its records in this regard. The IRS is asking for \$5100 in back taxes plus \$3,800 in late fees. Lynda sent them copies of all returns filed and copies of the forms filed, as well as forms she had filed for changing the fiscal year, on 11/12/12. Lynda has sent the IRS a letter asking for the penalties to be rescinded and they have put a 9-week hold on the penalty fees. The IRS officials that Lynda has talked to on the

phone understand that the computer-generated letters the NVBA is receiving are based on inaccurate information and are working with Lynda to correct the record and to bring the website up-to-date where tax records for non-profit organizations are posted.

Audit – Rod Severson asked for the paperwork on March 1. He will pick up from the time of the last audit he did and cover the period April 2010-December 2011. It will take him 4-6 weeks to complete that review. Then the Board would like him to proceed with reviewing the 2012 financial records.

## **Unit Game**

1. The “Western” game in Gainesville is averaging 2-3 tables and will be run through April, at which time a decision will be made whether to continue it or to hold a game in that area at a different site on a different day that has no association with the Unit Game. Ron Kral was asked to identify players who live in nearby zip codes and send them an email about the upcoming STaC game.

2. Unit Game Manager Leo Cardillo noted the need for a Board member to be responsible for overseeing the rental and tracking of the Unit’s *Bridgemates*. Lynne Beresford agreed to take on this responsibility. She will be the contact point for any club owners/directors who want to rent the *Bridgemates*, and will arrange for their pickup from and return to Beth El so that they are available on Thursday nights. She will also determine the cost of the rental once they are used (current fee is .25/table) and ensure the person who rented them makes payment to the NVBA in a timely manner.

3. Speakers for I/N game – Amanda Carter has done up a schedule of lecturers for the I/N game through the end of March. She has one opening that still needs to be filled – on February 28.

## **Bridge-In-Schools**

1. Bridge-in-Schools Program Co-Coordinator Yuen deAnda received a \$100 donation from an NVBA member to pay for prizes for students in the program who are under 18 years of age. Lynne Beresford will send the donor a thank-you note.

2. Yuen deAnda is bringing some students to the NVBA February Sectional. She requested that any of these students who have over 5 MP (0-5 MP holders play for free) only be charged \$1.00 entry fee, and that the NVBA subsidize their lunch on Saturday by giving Yuen \$30 to buy them lunch. Amanda Carter made a motion to this effect, Lynne Beresford seconded and the motion passed.

(N.B. The Acting Secretary informed NVBA Sectional Tournament Chair Margot Hennings and Tournament Director-in-Charge of this decision, so that they could provide Yuen the funds out of revenue received at the Sectional, and reduce the entry fee as voted by the Board.)

## **Other Business**

*TAP Course at Reston Regional* – Reston Regional Tournament Chair Amanda Carter is willing to make arrangements with the hotel for a room to hold a TAP course at the Reston Regional if there is sufficient interest. Mike Cappelletti said he'd talk to ACBL about their minimum requirements for holding a course.

*Unit Championship sanction* -The Unit has one unused Unit Championship in 2013 that it can award to an interested club. The Board would like to give it to the club who brought in the most new members to the Unit in 2012 and will task the Membership Secretary Eric Poskanzer to make this determination.

### **NEXT MEETING AND ADJOURNMENT:**

The next Board meeting is scheduled for March 11 at a place to be determined. All NVBA members are invited to attend. The President adjourned the meeting at 7:10 p.m.

Respectfully Submitted,

Lucy McCoy, Acting Secretary