

Final  
Board of Directors Meeting Minutes  
April 24, 2016

ATTENDEES: Ron Kral, President  
Ann Atcheson, Treasurer  
Donna Hickling, Secretary  
Kevin O'Brien, Board Member  
Francesca Mazarella, Board Member  
Susan Miskura, Board Member  
Joe Hertz, Board Member  
Lucy McCoy, Newsletter Chair  
David Lindley, Email Manager  
Adam Gann, Junior Advisor  
Margot Hennings, District 6

Unable to attend: Leo Cardillo, Jim Gerding

CALL TO ORDER: The President called the March meeting of the Board of Directors to order at 11:09 a.m. on April 24, 2016 at the Beth El Hebrew Congregation in Alexandria, Virginia.

**Secretary's Report**

The Board reviewed the minutes from the March Board of Directors meeting and approved them unanimously. The Board also reviewed the status of all action items. The results of this review are reflected in the Action Item table at the end of these minutes.

**Treasurer's Report**

The Board reviewed the financial statements for March from Ann, which detailed profit and loss since the beginning of the calendar year, set forth budgeted to actual expenditures, and compared the balance sheet for assets and liabilities with that of the prior year. The accounting did not reflect that \$1,100 will be paid out to support the NABC. The Board approved the Treasurer's report unanimously.

Ann also reported that although there were 120 more tables at the February Sectional than last year, 106 of them were free plays, so revenue did not increase significantly.

**Other Items of Business**

1. Free Play Policy

While discussing the minutes, the Board revisited the decision to award free plays only to the overall winners of the Unit game "sections". More detail was added to stipulate that if any of the stratification groupings have enough players to require a second section, here defined as a group of people playing a single instance of a set of boards, the overall winners of each section would receive a free play. The Board approved this decision with six in favor and one opposed.

2. Recording Board Meeting Votes

The Board discussed what information should be captured about votes on individual motions. The Board voted unanimously that:

- The number of ayes, nays, and abstentions will be recorded unless the decision was unanimous
- The chair will explicitly ask for ayes, nays, and abstentions
- The name of the person making the motion and the person seconding the motion will not be recorded
- For any vote, any Board member may request a roll call vote; for a roll call vote, each member's vote will be recorded by name.

3. Annual Meeting

Lucy has ordered two large carrot cakes decorated with names of the 2015 Life Masters. Ron will order small chocolate and vanilla cakes from Costco and will purchase strawberries. He will also bring the main course and sides from Red, Hot, and Blue. Susan will supply the vegetarian beans.

Donna will send the draft minutes from the last annual meeting to Ron for posting on the web site.

4. Tax Return

Ann has completed the NVBA tax return. Leo usually reviews it in detail. Ann will request that he complete his review by April 27.

5. Annual Audit

Ann will initiate the NVBA annual audit after she files the tax return.

6. 199er Flyer

Susan has incorporated the comments from the Board. The Board discussed whether the flyer should include a bullet about the 199er recognition program. Ron decided that it should; Francesca will write the bullet.

When the flyer is complete, Ron will print it.

7. Unit Game Attendance

The Board discussed various ways to improve Unit Game attendance. The focus should be on attracting newer bridge players, especially pre or new retirees. Suggestions included a mentoring program, follow-up with Learn Bridge In A Day graduates, and Easybridge. Susan will develop a list of suggestions for discussion.

8. Table Purchase, Relocation, and Refurbishment

Ron purchased 20 tables from Bed, Bath, and Beyond for the Unit Game. Fifteen of the vinyl tables already owned by the Unit were relocated to the Elks Lodge for Sectional tournaments. Ron is looking for volunteers to help him refurbish some of the most damaged tables.

9. LM/NLM Unit Game

The LM/NLM Unit Game will be held on June 2, 2016. Participants can register by registration slip or on the NVBA web site. Approximately 50 people have registered to date. Joe will send out a mass email to last year’s participants to encourage them to participate this year. He will also ask Steve Robinson to publicize the event in his weekly emails.

10. St. Elizabeth’s

The Board voted unanimously to give \$175 to the St. Elizabeth’s bridge program.

11. Alzheimer’s Longest Day NVBA Donation

Although this year’s Longest Day game will not be an official Longest Day event because it will not be held on the longest day of the year, it will be a charity and a club championship game. Yuen DeAnda has requested the NVBA pay the table fees for the game. The Board voted unanimously to a pay the table fees after Yuen has provided a detailed accounting of the events finances.

12. Unit 218 Inventory

Sidney Graves will perform the inventory when Livingston returns from his current trip.

13. New 199er Trophy

Discussion of the new trophy proposed for the 199er game was delayed until the next Board Meeting.

**New Business**

Margot informed the Board that the Director in Charge for the May Sectional will come from outside the Unit. Jay Bates, the ACBL field supervisor, will also attend.

NEXT MEETING AND ADJOURNMENT: The next NVBA Board meeting will be held at 9:00 am on May 15, 2016 at the Elks Club in Fairfax, Virginia. The meeting adjourned at 12:43 p.m.

Action Items

Item No.	Date	Item	Assignee	Status
1	6/7/2015	Post 199er lecture materials on the Web site	Kevin	Kevin sent the materials to Ron, who will place them on the web site in April
2	6/9/2015	Print, read, and edit first 10 pages of NVBA Policies and Procedures	All	On hold
7	9/13/2015	Solicit NVBA volunteers and contact other organizations to identify potential caddies.	Joe, Ron	Ongoing. Joe will request Yuen deAnda’s help after the Longest Day has been completed. Ron will ask for volunteers after his

				199er lecture and at the annual meeting.
10	9/13/2015	Identify a new caddy master	Leo	Open; See item 7
11	9/13/2015	Review Board Member position descriptions	Ron, Susan, Lucy	Review and revise the descriptions. When their revisions are complete, they will provide their results to Howard and Kevin for review and revision.
18	10/4/2015	Draft standard contract for directors that hold their own Sectional games	Margot	Open; Will be completed after NABC
27	12/20/2015	Solicit letters of intent from Club owners	Leo, Francesca	On hold pending completion of dedicated bridge center negotiations
30	12/20/2015	Identify hard data required to make recommendations to increase Unit Game attendance	Ron, Susan	Complete. Susan has identified some populations of interest.
36	1/31/2016	Track and aggregate table count data	Leo	Open
41	2/28/2016	Identify candidates for five open Board positions	Jim, Donna	Complete
42	2/28/2016	Produce Ace of Clubs certificates	Donna	Alan Dock stated that certificates would be sent directly to Ron by ACBL
44	2/28/2016	Write out Ace of Clubs and Mini-McKenney free plays	Donna	Complete
45	2/28/2016	Determine Man of the Year, Woman of the Year, Rookie of the Year, and the Rush Buckley award	Open	Complete
47	2/28/2016	Add Man of the Year, Woman of the Year, Rookie of the Year, and Rush Buckley recipient to their respective trophies	Open	Complete
49	2/28/2016	Develop formal report for 199er survey	Kevin	
50	2/28/2016	Develop flyer for advertising Unit Game at NVBA club games	Joe	Duplicate action item; see 54
52	3/20/2016	Write up description of 199er award	Francesca	Complete
53	3/20/2016	Solicit feedback on 199er award awardee from 199er directors	Francesca	Complete
54	3/20/2016	Develop penultimate version of	Susan	Complete

		199er flyer		
55	3/20/2016	Discuss NVBA/WBL relations	Ron, Leo	
56	4/24/2016	Develop suggestions to increase Unit Game attendance	Susan	
57	4/24/2016	Provide bullet on recognition program for 199er flyer	Francesca	
58	4/24/2016	Send draft minutes from last annual meeting to Ron	Donna	
59	4/24/2016	Review NVBA tax return by April 27	Leo	
60	4/24/2016	Send mass email to last year's LM/NLM participants encouraging them to participate this year	Joe	
61	4/24/2016	Ask Steve Robinson to publicize the LM/NLM game in his weekly newsletters	Joe	
62	4/24/2016	Find a volunteer to take minutes at the next Board Meeting	Ron	

Respectfully Submitted,

Donna Hickling, Secretary