

- I. The meeting was called to order by President Linda Seifert at 11:31 am. Linda Seifert, Howard Gee, Nancy Olivera, Gail Lapins, and Jack Luxton were in attendance, with Gary Yant present via cell phone, establishing a quorum. Fred Strong, board member emeritus, was also present. The agenda was reviewed and accepted. The following list of term expirations of the current board was presented and distributed by Linda, and accepted by the members.

Linda Seifert, President	January, 2025
Brad Prior, Vice President	January, 2025
Howard Gee, Secretary	January, 2025
Gary Yant, Treasurer	January, 2024
Gail Lapins, Membership	January, 2024
Rosemary Heath, Marketing	January, 2024
Jack Luxton, Disciplinary Coord.	January, 2024
Nancy Oliveria, at large	January, 2025
Yoli Medina, at large	January, 2025
Bud Zeuschner, Immed. past President	January, 2025

- II. Secretary Howard Gee previously distributed the January special meeting minutes to the board. They were M/S/P as distributed. There was no regular meeting held in January.
- III. Linda had nothing further to report as president. After brief discussion, the next meeting will be at 11:00 am, rather than 11:30.
- IV. Treasurer Gary Yant presented the treasurer's report. Highlights included payment of many sectional tournament expenses, to be offset by player revenue at the tournament. The previously distributed financial statement from Gary was approved by acclaim. Discussion of raising the fee for the monthly unit game was next. It was M/S/P to increase the fee

- from \$7 to \$8 per person, effective at the March 11, 2023 unit game.
- V. Linda and others reported on the excellent progress in preparation for the upcoming S L O Sectional Tournament, to be held Feb. 24, 25, and 26 at the Arroyo Grande Women's Club. Rose Will is accepting cash donations as well for the food. Dave Elder and Ron Schwar will lead the effort of moving tables. Details are TBD for the welcome for our tournament director.
 - VI. Jack Luxton presented brief information about the necessity to change his board title to "disciplinary coordinator", rather than "ethics", to comply with ACBL standard requirements. This was M/S/P.
 - VII. Gail Lapins reported on the details of duties for the membership coordinator. This was greatly appreciated by all. It was M/S/P to accept this as the official unit guidelines for the position. The complete document is attached at the end of these minutes.
 - VIII. Howard Gee reported that a Notice of Decision from District 22 was received. Disciplinary action was taken, banning Bill Lietzow, ACBL member # K954516, from play for 6 months, and probation for an additional 2 years, and forfeiture of 10% of his masterpoints for ethical violations during BBO games. This notice will be distributed to all of our unit's clubs and directors.
 - IX. Discussion began concerning the policy of requiring COVID vaccinations of the players at unit games. Time constraints required us to table the issue until the next meeting.

The meeting was adjourned at 12:26 pm.

Respectfully submitted,
Howard Gee, Secretary

MEMBERSHIP CHAIR

When I became membership chair I asked Bud what the duties were and he said there aren't any just do whatever you want. I want to share what I am doing and with the approval of the board make these part of all future membership chair's responsibilities. By sending this ahead of the meeting the board will have time to review it and make any suggestions at the meeting. We have a full schedule for the meeting and this will save time.

When you have a revolving board there is a tendency for things to fall through the cracks. To avoid this from happening the below information, in great detail, with all the A .C.B.L. contacts information will be kept in a manila file and passed on the next membership chair.

The text below that is in red represents the motion I am making to the board. (Howard, I thought that would be the easiest way for you to add them to the minutes.)

MAKING SURE THE UNIT EMAIL LIST IS ALWAYS CURRENT

1. I contacted A.C. B. L. spoke to a lovely women who is in charge of generating list of members for the unit. Since our list is on Gmail by first name she did a list to my specifications by first name, last, address, email address , phone number and masterpoint total
2. I am working with Jim Borland to update our email list and keep it current. He has been very gracious in continuing to do this. I forwarded the list to him and he spent a considerable amount of time updating our list. He added 44 new members which brought our unit email list to 387
3. **EACH DECEMBER MEMBERSHIP CHAIR WOULD GENERATE THE SAME SPECIFIED LIST FROM A.C.B.L. (explanation of why this is needed below)**

IN AND OUT MONTHLY REPORT - MEMBERSHIP CHAIR NAME AND EMAIL ADDRESS SHOULD BE LISTED WITH A.C.B.L.TO RECEIVE REPORT A different person at A.C.B.L. handles this I spoke to her and I will be receiving this report monthly.

Among other things it shows:

ADVANCEMENT OF RANK – I believe strongly that recognition of achievement is paramount. The main reason that A.C.B.L. exists is that people are striving for the next higher rank. In the report it lists the rank advancement of our members.

1. **CONGRATULATION EMAIL WITH BALLOON HEADING SENT TO THE UNIT EMAIL LIST**
2. I subscribe to Jacquelyn Lawson animated cards so the unit doesn't have to pay for it but would for future membership chair. **FROM JACQUELYN LAWSON ANIMATED CARDS CONGRATULATION CARD SENT TO EACH INDIVIDUAL** *The email address is gotten from the list generated by A.C. B. L. That is why a yearly list from A.c.B.L. should be generated.
3. The clubs may want to do something beyond that and would be aware of the rank advancement from the Congratulation email sent to the unit

IN AND OUT REPORT

NEW ACBL MEMBERS AND MEMBER TRANSFERS AS WELL AS MEMBER DROP OUT

1. FORWARD THIS INFORMATION TO JIM BORLAND TO UPDATE OUR EMAIL LIST SO OUR LIST STAYS CURRENT
2. SEND A WELCOME EMAIL CARD TO NEW MEMBERS AND TRANSFER IN MEMBERS INCLUDE A LINK TO OUR WEBSITE
3. IN ADDITION FORWARD THE INFORMATION TO THE APPROPRIATE CLUB. The club may want to call them and offer them a free play etc.

COMMUNICATION WITH OUR CLUBS

FORWARD THE ABOVE INFORMATION OF WHAT THE UNIT IS DOING TO THE PRESIDENTS EACH YEAR AFTER ELECTIONS MAKE SURE THE NEW PRESIDENT IS AWARE OF WHAT THE UNIT IS DOING.