

Minutes of Regular Meeting
San Luis Obispo Unit 540
April 11, 2014

The meeting was called to order at 11:30 AM, by Fred Strong. Present were Board members Pat Hallock, Doris Dunn, Bud Zeuschner, Torre Houlgate-West and Charles Davis. Absent were board members Bill Ringbom, Bob Karriker and Bill Donovan. Louise Abbott joined the meeting partway through to discuss the Unit telephone list, which she oversees on behalf of the Unit.

1. Call Meeting to Order. Fred Strong called the meeting to order and briefly reviewed the agenda.
2. Review and Approval of the March minutes. After a brief review the board approved the minutes from last month's meeting.
3. Treasurer's Report. Pat Hallock reviewed the March Treasurer's report, noting that the Unit had \$7092.54 in its checking account and \$3375.87 in its savings account, for a total balance of \$10,468.41. The drop in the checking account balance from last month reflects a final accounting for the expenses related to the February Sectional Tournament. Pat also prepared and distributed, at the board's request, a separate tournament-only expense report, reflecting income of \$6117 and expenses of \$4412.65, resulting in a net profit of \$1704.35. Both reports were approved by the board.
 - a. New Resolution for Check Signing Authorization. Fred briefed the board on his progress in updating and securing bank authorization for board members Pat Hallock, Bud Zeuschner and himself to sign checks. He distributed for signature the authorization documents, which were then signed. Fred will return them to Rabobank, finalizing the process.
 - b. Other Financial Matters of Importance. Fred asked Pat Hallock to pursue the filing of necessary tax documents for the Unit for Calendar Year 2013, noting that it must be completed prior to May 15. Charles advised that Carol Raimundo has offered to assist in submitting to the IRS the required simplified form.
4. Old Business
 - A. Stipend Renewal for Directors and/or Teachers. Fred led a discussion regarding renewing the Board's previous program for increasing the number of directors at the club level in the Unit. The board approved the reopening of the reimbursement program, advertising it in the monthly minutes, on the Unit's web site, and at games within Unit 540, with the following stipulations:
 1. The Unit will advertise its desire to qualify new directors, effective immediately.
 2. Applications will be accepted from any Unit 540 member in good standing with the ACBL. They should be submitted to Fred Strong.
 3. The board will evaluate the applications to determine which candidates best meet the needs of the Unit.
 4. The successful candidates will be advised of their selections and asked to sign acceptance letters which will contain the following stipulations: The

candidates agree to attend a venue offering the test within the next 12 months; the candidates must take and successfully pass the director's test; the candidates must agree to make themselves available on an ongoing basis to serve as a director for club games within Unit 540; the Unit will pay the candidates upon the passing the test and agreeing to these conditions the sum of \$400 to cover the costs of certification if the candidates travel to a testing venue away from home, or the \$25 fee if the candidates have the test proctored locally by a certified director.

B. Longest Day Game Location. Bill Ringbom was to brief the board on the status of the SLO Senior Center's availability on June 21st for this event. In his absence, discussion was postponed, but Fred emphasized that individual bridge clubs needed to decide quickly if they wanted to host the game, should SLO be unable to.

5. New Business

A. Status/Renewal of Reimbursement to Clubs for Capital Expenses. Charles briefed the board that the minutes of last July's meeting make no mention of the board renewing this offer for the current fiscal year. After discussion, the board determined that it did want the program continued for the fiscal year and voted to authorize it. The offer is that the Unit will match bridge club expenses for capital purchases up to \$400. Louise Abbott advised that the Morro Bay Club would be submitting a request to cover half the costs of a new \$414 laptop for their club.

B. Additional Action Items from board members.

1. Doris Dunn expressed concerns regarding whether the Arroyo Grande venue would be ready for the Sectional Tournament by next February. She will contact the ACBL and see what our requirements are in terms of identifying a specific venue.
2. Louise Abbott made a short presentation on the difficulty of keeping the Unit Phone List up to date. On her behalf the Board is requesting that the club managers make an extra effort to send to Louise updates on their changing membership.
3. Torre Houlgate-West asked for Board permission and funding for renewing her One Day Learn to Play/E-Z Bridge lessons throughout the Unit. She wants to do three separate classes in South County, SLO and North County and feels she can bring in at least 20 new players. The Board authorized up to \$1000 in expenses to conduct these classes.
4. Charles Davis verified the electronic reports were coming to him from the ACBL and agreed to send copies of the In and Out Reports to each board member.

C. Club Activity Reports. Due to time constraints no new updates were presented.

D. Date/time of Next Meeting: Fred Strong announced the next meeting would be on May 9 at 11:30 AM.

6. Adjourn. Fred adjourned the meeting at 12:22 PM.

Respectfully submitted,

Charles Davis, Unit 540 Secretary