

Minutes of Regular Meeting
Unit 540 Executive Board
February 12, 2016

The meeting was called to order at 11:30 AM by President Fred Strong, who distributed copies of the meeting Agenda. Present were current Board members Bob Karriker, Bill Ringbom, Bud Zeuschner, Pat Hallock, Charles Davis, Bill Woodson, and Louise Abbott. Also in attendance were newly elected board members Leda Fields, Judy Obermeier and Jan Zinner .

Guests Gina Kirk and Gail Lapins also attended for part of the meeting to address the Board.

1. Review and Approval of the January minutes. Charles distributed copies to all board members, noting that certain minor changes had been proposed since the draft copy of the minutes were sent out. After a brief discussion the minutes were approved as amended.
2. Treasurer's Report. Pat distributed copies of January's treasurer's report. The Unit began the month with an initial balance of \$10,760.26. Due to the lack of a Unit Game for the month of January, the unit had no income for the month, but did show certain expenses listed in the report. There was discussion regarding certain items:
 - A. Open Larry Cohen account -- \$100.00 – it was noted that this was a 'seeding' expense, which will be reimbursed in full from funds gathered in support of the Larry Cohen Seminar to be held in May.
 - B. Refund for L. C. Seminar -- \$15.00 – explanation that this was to reimburse a participant for over-payment of the fee to attend the Cohen Seminar; this amount is also to be reimbursed to the Unit as funds are made available.

Treasurer Pat Hallock also advised the Board that a separate account to hold money collected for the Larry Cohen seminar was being deposited in a separate account, and that bank statements would be sent to the Unit's Post Office Box along with the regular statements.

After discussion, the report was approved by the Board.

3. Old Business
 - A. Update on 2016 Sectional. Louise Abbott discussed on-going preparations:
 1. Access to the Elks Club to set up tables and chairs for Friday's game should be accomplished for the most part by Thursday evening. The Elks requested a 4:00 PM start time, but it was noted that there are games in North County and 5 Cities on Thursday which cannot provide either equipment or assistance until about 5:00 PM.
 2. The Elks will again provide beverages—coffee, tea and iced tea.

3. Leda advised that a caddy for the Swiss Teams game had been secured.
4. Providing of snacks for the 3-day event was addressed. Heidi Karriker has agreed to work with Louise to purchase and prepare the food each day (possibly with the assistance of one or two others).
5. It was noted that transportation of tables and equipment was to be done by persons from Morro Bay (Torre Houlgate-West or Bill Woodson) and from 5 Cities (Leda Fields), with BridgeMates and bidding boxes to be supplied by Morro Bay, San Luis Obispo and 5 Cities clubs, with additional supplies available from the Black Lake club, if needed. North County and SLO clubs will provide time clocks. Bill Ringbom will provide table placards; Charles will provide Louise with a list of proposed beverages to be purchased for resale; the Elks Club will again provide coolers for our use. Fred reported that he has secured seven bottles of wine from members and expects to be able to get the balance needed before the Sectional.
6. Louise also reported that fees for use of the Elks Club facilities and for providing the beverages have been increased by an extra \$50/day for the rental and to a total of \$50 for beverages for the full 3 days.

C. Proposed amendments to Unit By-Laws or addition of regulations required by ACBL. President Strong provided for all in attendance a copy of a segment of ACBL Rules and Regulations (Chapter 3 – Unit regulations) and remarked that ACBL requires that the duties of all Unit officers be specifically defined in the Unit By-Laws, which is not presently the case. The unit approved an ad hoc committee of Charles Davis and Bill Ringbom to propose the best way to address the issue. Fred suggested that Unit By-Laws be amended by incorporating verbatim the job descriptions from the ACBL handbook. The committee should report at the March meeting.

D. Report on progress for the Larry Cohen Seminar. Gail Lapins reported that, to date, 37 persons were enrolled to attend. Gail also reported on the extensive marketing efforts being made by her and Gary Yant, including a table at the Unit Sectional in February and at neighboring sectionals which take during the spring. An extensive e-mail campaign has been mounted to notify all bridge units within about 125 miles of San Luis Obispo, and further publicity in local print outlets and on public radio and television is planned. The goal is to reach 1000-1500 persons, with an anticipated registration rate of 1%

4.. New Business.

A. Election Report. Charles began the installation of the new board members by handing out copies of the minutes from the Annual Meeting held 1/19/2016 in Morro Bay. After brief discussion of events, the Draft of Minutes of the Annual Meeting, to be approved at the next annual meeting in January, 2017, was approved for posting on the Unit website for further public comment. Until that time.

- B. Election of Officers. Charles' minutes covered the election of new officers at the 2016 Annual Meeting. Former board members Bill Ringbom, Charles Davis and Torre Houlgate-West chose not to continue on the board, and new members Judy Obemeier, Jan Zinner and Leda Fields were elected, and continuing members Fred Strong and Bob Karriker were re-elected to 2-year terms. These 5 joint continuing members Bill Woodson, Louise Abbott, Pat Hallock and Bud Zeuschner to form the Unit Board for 2016.
- C. Appointments to Positions and Chairs. Fred led a discussion regarding the changes to the Board which would be required with the departure of the 3 members named above. After discussion, the following appointments for 2016 were confirmed by unanimous vote: President—Fred Strong; Vice-President—Bill Woodson; Treasurer—Pat Hallock; Secretary—Bob Karriker; ACBL Electronic Contact person—Bud Zeuschner; Disciplinary Committee Chair—Bill Ringbom; Education Chair—Leda Fields; Tournament Chair—Louise Abbott. Fred noted for the record that Chairpersons did not necessarily need to be Board members, thereby providing the basis for Bill Ringbom to chair his committee.
- D. Anything Else for the Good of the Organization.
- a. Fred Strong led a discussion regarding a zero tolerance complaint recently received. Fred noted that he immediately contacted the ACBL Office of Directors regarding the issue raised, and advised the Board that after consultation, it was decided that the matter is not a zero tolerance issue, but a situation to be handled by director at the club.
 - b. Fred noted that Marvin Segar had successfully completed requirements for Director and had requested reimbursement of fees Mr. Segar paid for materials used to prepare for the test. Under existing Unit policy, the request was approved without discussion.
 - c. Gina Kirk addressed the Board regarding continuation of the Unit policy for partial reimbursement for capital expenses. The new board voted to continue the policy after brief discussion. Bill Woodson advised he would be submitting requests for reimbursement for recent purchases by Morro Bay Club.
5. Club Activity Reports were tabled until the March meeting due to lack of time.
6. Fred adjourned the meeting at 12:29 PM, to the meeting March 11, 2016 @ 11:30 AM.

Respectfully submitted,

Bob Karriker, Unit 540 Secretary

6. Club Activity Reports. San Luis Obispo—Bill Ringbom advised that the Club would hold a Swiss teams event on February 5. Morro Bay—Bill Woodson advised that new board elections would take place in March. Paso Robles and 5 Cities—No updates.
7. Adjourn to meeting of February 12, 2016. Fred adjourned the meeting at 12:17 PM, advising that our next meeting would be on that date at 11:30 AM.

Respectfully submitted,

Charles Davis, Unit 540 Secretary