



**Minutes of the KDBC Inc. Board of Directors Meeting
14 June, 2016
Held at the Bridge Centre, 645 Gardiners Road.**

Present: Sharon Boal, Pat Briggs, Terry Demers, Bob Fowkes, John Gerretsen, Bente Miller, Marlene Young, Charlie Waddell, Paddy Allen, Elaine Kehoe, Elizabeth Stott

Regrets: Marvin Baer, Riet Haaksman, Marilyn Lindsay

Guest: Brian Moorby

Welcome and call to order.

John welcomed everyone and called the meeting to order at 4:25

1. **Adoption of Agenda (Attached as Annex A)**
Moved by Sharon, seconded by Elaine to accept the agenda. Carried

2. **Approval of Minutes of April 12th Meeting**
Move to July meeting due to technical problems experienced by Bente

3. **Treasurer's Report (attached as Annex B)**
 - Pat reported that we had an adjusted bank balance of \$18,833.86 as at May 31st
 - Pat's notes detailing financial activity to be attached to the minutes (**attached as Annex C**)
Moved by Sharon, seconded by Bob that we approve the Treasurer's Report Carried

4. **Manager's Report. (attached as Annex D)**
 - Welcome packages are ready for new members. It was suggested that the club purchase totes to contain the materials for the new members
 - KGH will confirm the date of their charity game to be held in October
 - New cleaners – Bin There, Dust That have been hired at a monthly cost of \$410 including HST
 - Don suggested we sometimes hold a new game format. We need 3 sets of boards for some table movements. Will purchase.
 - Propose we investigate the possibility of placing a placard on the boulevard to advertise beginner lessons in September as well as our phone number and website.
 - A Duties of the Directors worksheet was given to Don for his input
 - Anniversary Game to be held Thursday, July 21st. It is suggested that we begin the BBQ at 5:30

5. **Business Arising from the Minutes.**
 - Duties of Officers – send duties to John for inclusion at next meeting
 - John to talk to Don about the installation of Bridge Web

- Charlie to follow up about the use of the large monitor
- A discussion of the review of policies relating to free plays, lessons and special games occurred. No changes were suggested.

6. Report on Kingston Regional 2016

- 400 fewer tables were played this year
- Approx. \$6,000 / 100 tables earned
- 929 tables played
- 40 tables of free play
- Concerns about quality and quantity of hospitality were expressed
- CBF tournament in Toronto had an impact on results
- Next year the tournament will be held in May
- **Gaylia to be invited to next executive meeting to discuss assets**
- **Reports from regional attached to the email containing the minutes for this meeting**

7. Other matters and unfinished business

- As the previous president, Marvin to be asked to set up a nominating committee to fill the slate for the next executive to be decided at the AGM in September
- The sectional is fast approaching – Brian to be given 1st right of refusal to head up the tournament

8. Social Convenor's Report (Attached as Annex E)

9. Adjournment and Next Meeting Date.

At 6:35 Charlie made a motion to adjourn the meeting. Next meeting July 12. Carried

Attachments:

Annex A: Agenda

Annex B: Treasurer's Report

Annex C: Treasurer's Notes

Annex D: Manager's Report

Annex E: Social Convenor's Report

John Gerretsen, President

Bente Miller, Secretary

KINGSTON DUPLICATE BRIDGE CLUB INC.

AGENDA for the meeting of June 14, 2016

- 1. Adoption of Agenda.**
- 2. Approval of Minutes of May 10, 2016 Meeting.**
- 3. Treasurer's Report.**
- 4. Manager's Report**
- 5. Business arising from the Minutes**
 - Duties of Officers – special committees**
 - Bridge Web on web site**
 - Monitor installation**
 - Review of Policies relating to free plays lessons, special games**
- 6. Report of Kingston Regional May 2016. Brian Moorby.**
- 7. Other matters and unfinished business**
- 8. Adjournment and next meeting date.**

Annex B

**Kingston Duplicate Bridge Club
Treasurer's Report
May 31, 2016**

Bank Balance as of May 31st	<u>\$21,779.21</u>	
Adjusted Bank Balance May 31st	<u>\$18,833.86</u>	(after cheques cleared)
Bank Balance as of April 30 th	\$21,408.02	

<u>Income</u> in May	(*minus HST)	
Fees	\$6,400.00*	
Passes – A	\$453.10*	(4)
Passes – B	\$345.13*	(6)
Donations	\$60.00	
Membership	\$106.21*	
GIC Interest	\$186.83	
Sales	\$255.75*	(bridge books = \$174.56*)
Over/(under) cash	(\$33.25)	
Other Social	\$172.57	
Water Sales	\$82.90	
Coffee Sales	<u>\$156.90</u>	
Total	<u>\$8,186.14*</u>	

<u>Expenses</u> in May	(*minus HST)	
Directors fees	\$1,110.00	
Cleaners fees	\$500.00	
Managers fees	\$1050.90	
Bridge Lessons	\$170.65	
STAC fees	\$676.00	
Rent	\$3,568.75*	
Utilities	\$697.14*	(Hydro x2, Union gas x2, Bell)
Insurance facility	\$86.31*	(monthly)
Facility Supplies	\$34.48*	(toilet paper, paper towels, etc)
Coffee Supplies	\$0.00	
Water Supplies	\$53.77	
Cookies/food	\$145.96*	
Other Social	\$172.90*	
Office Supplies	\$45.06*	
Inventory	\$0.00*	(cards, bid boxes, convent cards/holders)
Game Supplies	\$358.57*	(2 sets of boards, name tags to sell)
Maintenance	\$0.00*	
Bank charges	<u>\$5.09</u>	
Total	<u>\$8,675.58*</u>	

May 2016 Gain/(Loss) = (\$489.44)

Stats:

- Players: individuals: 894 free plays-Board: 34 free plays-awards: 45 prepaid: 19
 passes used: 120 Total: 1112
- Tables: 278

Comments:

- May cheques not yet cleared = \$2,945.35
- HST owing for Apr 1st to May 31st: \$1,091.78

Pat Briggs, Treasurer

May Treasurer's Report

For the Board meeting June 14, 2016

The May adjusted bank balance is \$18,833.86. I will no longer explain how I got the adjusted figure.

Because of the Regional our income was less this month, which explains our loss of \$489.44. Also, because of the Regional there were only four \$128.00 passes and six \$65.00 passes purchased.

Even though we had a short month the over/under category was under by \$33.25. This is the most yet and is puzzling.

Income from "other social" is from the team game chicken dinner. Note that the expense for "other social" is the same figure.

The utilities expenses are higher as the mail was not picked up as regularly as it should have been and so we had double bills. It is now on my "to do list" to pick the mail up every Friday so hopefully that will not happen again.

I do not have figures for the Regional as yet.

Stats for May:

Total players – May 2016 - 1112

Total players - May 2015 - 1275 More than this year even with a Regional too.

Total free plays May 2016 – 98 (120 passes used – fewer passes bought)

Total free plays May 2015 - 77 (252 passes used)

Respectfully submitted

Pat Briggs Treasurer

Club Manager's Report

June 2016

Carryover

The welcome packages are ready for new players who become members. A welcome letter, book and free plays are included in the package. I thank Elaine Kehoe for doing a great job.

KGH will confirm the date of the charity game this month. It will probably be on a Monday or Wednesday afternoon.

New Business

We have hired new cleaners – Bin There, Dust That. The monthly cost is \$410 including HST and includes weekly cleaning of the floors, tables, chairs, bathrooms, kitchen area and inside windows. They will also return a second evening to clean the washrooms, kitchen area and remove garbage. They will come in Tuesday and Thursday evenings.

The ACBL has certificates to present to I/Ns who have reached landmark categories -50, 100 and 200 and 300. They will have to be ACBL and club members. Any ideas on when to present them? AGM and Christmas Party, monthly?

Don suggested we sometimes hold a new game format. We need 3 sets of boards for some table movements.

We are holding beginner lessons in September and I would like to put up a placard on the boulevard at the road stating Lessons for Beginners starting (date) with our phone number and website info. Also, we should put an ad in SNAP newspaper (free).

I have compiled a Duties of the Directors worksheet and given it to Don for his input.

Upcoming Events

June 20 - The Longest Day Charity Game in support of Alzheimer's Society. A representative will come and say a few words before the event.

June 30 – 5th Thursday evening I would like to hold a Is it Forcing Party to celebrate our last lessons. It will cost \$12 and with discussion and hands relating to lessons. Pizza and dessert will be served.

Nap Games 1 in June, 2 in July and August. These games cost \$5 US extra per table and we have not charged any extra fees in the past. 50/50 red/black points at 81.8% sectional rated.

July 6 - Memorial Game Club Championship

Annex E

Hello everyone, here is my report for May 2016.

Crackers, cheese, milk & cream.	\$ 100.08
Parties(Dennis Johnston game).	\$ 172.90
Facility supplies (napkins, detergent etc)	\$ 30.18
Other supplies(tea,pop,water,sweetener).	\$ 75.71
GST.	\$ 26.35
Total.	\$ 405.22

The main events in May were the Dennis Johnston team game and the Kingston Regional which were both great. Congrats to Gayla and her team for a great tournament. Well done guys.

The expenses above shows \$172.90 for parties but does not show the \$194.00 in revenue. Thanks to everyone who helped serve and clean up after the meal. We ended with a small profit.

We sent 6 cards to members this month.

That's all for now folks.

Chimo

Bob

Sent from my iPad