



BOARD OF DIRECTORS

President:
Alan Trippel

Vice President:
Annie Dethardt

Treasurer:
Mike Popkin

Secretary:
Francine McKay

Logistics Director:
Cathy Bertrand

Marketing Director:
Teri LaBove

Program Director:
Andy Cosby

Member Services Director:
Linda Prust

Player Development Director:
Candace Williams

Board of Directors' Minutes

Meeting held December 9, 2019 at VCC

Call to Order:

- The 12th meeting of the 2019 Board was called to order at 4:24 PM.
- All members were in attendance except Candice.

Announcement was made that the motion for Jerry Bertrand to fill the vacancy left by Mike Popkin (which was voted on through email) had passed unanimously. He was thanked and welcomed by all. Prayers were expressed for Mike's health and recovery!

- November board minutes were approved.
- December Agenda approved.

Director & Office Reports:

- Jerry announced that cash is ~\$9,603.00 which is a loss of ~\$1000.00. However, net income of \$1900.00 received from the recently held bridge tournament had not been recorded yet.
- Cathy had nothing new to report on club expenses. She invited Kay Dierks to the meeting to help introduce her to her duties as the 2020 Logistics Director and the board meeting procedures.
- Teri announced that she is working with the POA and their calendar for festivities to celebrate their 50th anniversary. Hopefully, we can get recognition for our 35th anniversary.
- Linda announced that we were in progress of renewals for 2020. She asked that announcements be made before each as a reminder to get their applications in with the \$10 fee.
- Annie said her committee was working on getting information out to different "game" groups who might be interested in moving to VCC. An information handout was being prepared.
- Francine announced that she had invited Betty Price to attend this meeting but Betty was unable to do so due to scheduled doctor appointments. A meeting was going to be scheduled later.
- Alan announced that he planned to write a letter to the POA regarding the auto accident that happened over the weekend that resulting in a car backing through the wall of the VCC. He wanted to thank them for their prompt response in handling the temporary repairs, etc.

Old Business:

- Alan: Motion to approve revised Club Manager and Computer Manager positions at \$125 per month. Handout explaining is attached as Attachment #1.
Note was made that the "Computer Manager" title had been changed to be "Technology Specialist" instead. (*Website documents may have to be updated.*)
- Motion was made to formally adopt the Long Range Plan but it was noted that it had already been adopted in a previous board meeting.
- Alan announced that retaining an attorney in regard to Arkansas's 2020 Minimum wage update was on hold at this time.

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- Discussion was had over unifying the club especially between the duplicate bridge players. Concern was voiced that raising the requirements for playing in the NLM side was adding to this problem as it kept them isolated in one area. It was also noted that those players enjoyed playing with others not as competitive as some of the Open players, and may stop playing if they had to move over. No solution was immediately found.

New Business:

- Motion to approve the proposed 2020 Calendar of events and schedule was made. The preliminary schedule was approved unanimously.
- Motion by Alan to approve Greg Frank in position of Technology Specialist was made. Seconded by Jerry and passed unanimously.
- Andy sent an email out earlier to increase the Game Director's compensation and compensation retroactive if necessary. Seconded by Francine and passed unanimously.
- Alan made a motion to approve the revised AA player criteria:
 - * Club members who averaged at least 1.00 master points/session, or
 - * Earned 5,000 career master points at the end of the previous year, and
 - * Are among the top 10 club members who earned the most master points (based on Mini-McKinney) during the previous year.

It was brought to everyone's attention that in small meetings such as ours, there was no need for seconds. Therefore, without further to do, we voted. It was passed unanimously. The GDPM will be updated to reflect this!

Future Business:

- No future business was brought up as term for many was ending.
- All present wished the Board of 2020 the best of luck and success throughout the coming year.
- We also voiced how much we appreciated all who had served in the background on committees, etc. They are our "unsung heroes"!

Adjourned: Meeting was adjourned at ~5:24 PM.

Motion to revise section in Standing Rules, Salary and Fee Schedule, "General and Game Management" section as follows:

Amend Club Manager to \$125 monthly (currently \$250)
Add: Computer Manager: \$125 monthly

Motion to add a new section in Standing Rules following the "Standing Committees" section to read as follows:

New Section Title: Roles and Responsibilities

A. Club Manager -

- Identified as "Club Manager" to ACBL.
- Apply for annual sanction renewals yearly; process any sanction changes requested by the Chair of Programs.
- Provide all ACBL notifications to Program Chair and Game Directors as appropriate
- Register/Apply STaCs and special ACBL-wide games sanctions.
- Schedule/update VCC tournaments on TourneyTrax.
- Approve requests for equipment rental; authority to request a deposit.
- Communicate all player concerns to appropriate VCC and POA personnel as needed.
- Nurture relationships with all games liaisons to understand the needs and issues faced by each as well as provide guidance. Bring to Board or appropriate elected Chair issues for resolution as appropriate.
- Receive and process any employee complaints filed with the club manager following VCC Bylaws.
- Approve announcements made to members before any game.
- Provide free game "thank-you" certificates to those special members. Maintain communications to/from the Logistics Director regarding required supplies.
- Attend monthly board meetings.
- Determine, with Computer Specialist, the AA players every year-end.
- Supervise duplicate Game Directors including monthly scheduling.
- Recruit new Game Directors as needed.
- Recommend to the Board for approval changes to the Game Director Procedure Manual. Update this document for Director utilization.
- Approve and/or Update bulletin board information and "donation" requests as needed.
- Process all Zero Tolerance Incident Reports per VCC - ZT Process.
- Coordinate VCC room utilization with POA monthly.

B. Computer Manager -

- Submit monthly report (financials & Masterpoints) to ACBL at end of month.
- Update ACBLscore databases on 7th of month.
- Partner with Program Director or Club Operations Manager to correspond with ACBL, District 10 and Unit 161 on VCC matters.
- Work with appropriate VCC personnel on upcoming ACBL roll-outs.
- Post monthly & lifetime masterpoint earnings, inform internal stakeholders.
- Inform the President of the annual winner of the Sally Blevins and Ironman/Ironwoman.
- Inform the Logistics regarding winners in local events requiring a plaque update.
- Post special information on website home page, e.g., club closings, special promotions, etc.
- Process quarterly unit updates to Ace of Clubs and MiniMcKenney reports. Update web and bulletin bd.
- Determine monthly *Players of the Month* and inform internal stakeholders.

- Determine list of NAP qualifiers, post on bulletin board.
- Coordinate extraneous bulletin board postings with Club Operations Manager
- Oversee proper operation/maintenance and updates of PCs, printers, Dearler4+, Bridgemates, network, etc.
- Recommend hardware purchases to Board.
- Research improvements to maintain all VCC Member DataBase to enhance Long Range Plan.
- Manage Website updates, development and train back-up.