



BOARD OF DIRECTORS

President:
Noel Stewart

Vice President:
Annie Dethardt

Treasurer:
Jerry Bertrand

Secretary:
Betty Price

Logistics Director:
Deborah Christian

Marketing Director:
Teri LaBove

Program Director:
Andy Cosby

Member Services Director:
Linda Prust

**Player Development
Director:**
Alan Trippel

Board of Directors' Minutes

Meeting held February 10, 2020 @ VCC

Call to Order:

The second meeting of the 2020 Board was called to order at 4:25 PM.

Those present were: Noel Stewart, Jerry Bertrand, Teri LaBove, Andy Cosby, Alan Trippel, Betty Price and Wally Johnson (sitting in for Deborah Christian). Also attending were Louise Buhl and Louallen Thomassen.

The Minutes for the December 2019 and January 2020 Board Meetings were approved.

Director & Office Reports, including but not limited to:

- Annie – Nothing new to report.
- Jerry – Distributed Balance Sheet and Statement of Cash Flows for January 2020. A CD was renewed at same rate.
- Deborah – (Wally sitting in for Deborah). Jerry advised that the bank requires Board Minutes appointing Deborah as Logistics Director before issuing a credit card to her. Wally inquired about the expenditures Deborah was authorized to make without further approvals. Deborah may purchase all items requested but large dollar expenditures should be discussed with the President or Club Operations Manager.
- Teri – Greg Frank will post the event flyer for the Grand National Teams event occurring on February 23 in Little Rock on the VCC website. The flyer will also be e-mailed to VCC members. Teri needs a check from Jerry to reserve a booth for the VCC at the 50th Anniversary Community Fair at the Coronado Center on March 25.
- Andy – Table count is down 7%. In 2011, there were 814 club members and approximately 10,000 tables. In 2020, there are under 400 club members but the table count has not declined at the same rate as membership.
- Linda – Per Teri, there were 397 membership renewals including four new members. 400 Directory Books were printed at a cost of \$.25 per book which is a considerable savings over quotes received from Office Depot and Not Just Shipping to produce the books. Members should check their address and phone number for accuracy. Insert pages will be available with any updates requested.
- Alan – Kay Dierks will teach an Audrey Grant newcomers bridge class beginning March 12. Monday morning workshops will continue. Tony Gunn will offer a 4 week defense course in the spring. Easybridge! 2 will continue but a decision has not been made about EB! 3. After discussion with the Program Director, the Thursday morning game will be changed from 0 - 750 master points to 0 – 200 master points and begin at 9:30 am. The emphasis will be on education but players will earn master points.

Unfinished Business:

- Alan provided documentation from the ACBL on the matter of hygiene and dress codes. "ACBL Disciplinary Sanction Guidelines" was given to Board Members which outlined conduct and ethics violations and gave recommended disciplinary action. The ACBL would not recommend specific dress or hygiene codes for the club. Alan will look into it further and report next month again on this matter.

New Business:

- Vote made by e-mail was confirmed by Board Members to hire Kay Dierks as Business Manager effective February 1, 2020.
- Vote made by e-mail was confirmed by Board Members to pay both Kay Dierks and Debbie Holliday the \$250 Business Manager salary during the month of February 2020 to ensure a smooth transition.
- Vote made by e-mail was confirmed to appoint Deborah Christian as the Logistics Director effective February 1, 2020.
- Motion made and passed to approve an expenditure of \$125 for Alan to attend a three half-day education training course in Gatlinburg during the regional.
- Motion made and passed to change the Thursday morning game from 0 -750 to 0 – 200 master points effective March 5, 2020 and to change the game starting time to 9:30 am.
- Jerry expressed concerns about payroll privacy issues and double books. A lengthy discussion ensued. For 13 years, Andy has provided the Business Manager or Treasurer with an excel file to assist in payroll reconciliation. The file Andy prepares is based on the Director Calendar and game reports. No personal information is contained in the data. The payroll reconciliation file is not "double books". Jerry is concerned that the process is undocumented and, if continued, should be approved by Board Members and documented in the Program Director's job description. Board Members requested that the Finance Committee develop a new payroll reconciliation process to be discussed at the next meeting. In the interim, the current process will continue.
- Noel provided Board Members with proposed changes to Article V, Section 9 of the By-Laws. After discussion, it was determined that the proposed changes are not needed because the By-Laws already address the issues.

Future Business:

- Louallen presented a proposal to start a mentoring program that will include open players as well as lower ranking players. She stated that this was successful in the past and she recommended that the club consider it again. Many members have approached her asking that the program be restarted. The Player Development Director follow up on the recommendation.
- Noel pointed out that there is no one at the club who has current certification to use the defibrillator located in the hallway between the club and the POA office. Wally will contact our local fire department and Red Cross to arrange a training session for Directors and interested club members.

Adjourned: Meeting was adjourned at 5:55 PM.