

**FTLBC Board of Governors' Meeting Minutes**

**Regular Board Meeting Date – June 12, 2023**

**(Revised 9/19/23)**

4:00 p.m. – Meeting called to order by President Knyvett Lee

Board members present: President Knyvett Lee, Mark Yaeger, Secretary Daniel Tordella, Jonathan Salt and Rick Shapiro.

Club members Allen Bozek and Michael Schneider were also present for some or all of the meeting.

Club Manager Emilio Lopez was also present.

1. Treasurer's report: Treasurer Deborah Branch was absent but her submitted her report(s):
  - a. In May 2023, FTLBC had a net operating loss of \$116.00. Year to date through 4/30/23, FTLBC has a net operating gain of \$3,873.86.
  - b. As of June 3, 2023, the FTLBC bank balance was \$59,271.82.
  - c. Board member Rick Shapiro reported that he is submitting an application for a Federal employee retention credit (ERC) of \$29,715.69. When and if we ever get a check from the Federal Government is unknown – 9-12 months would not be an unusual wait time. *Thank you Rick for your work on this issue.*
  - d. Our current treasurer Deborah Branch elected to resign from the treasurer position and the board regrettably voted to accept her resignation. Deborah will remain on the board as a valued governor. The board voted to have Rick Shapiro fulfill the position of treasurer for the remainder of the year. *Thank you very much Deborah for your service as Treasurer.*
  - e. The Board and Rick discussed some revisions to FTLBC deposit(s), check payments and banking procedures.

The Board approved re-institution of an interest bearing account for a portion of FTLBC funds, as appropriate.

2. President's report: President Lee reported:
  - a. Continued discussion of how to promote “non-bridge” use of the FTLBC building and rates to be charged building was had. Club Manager to compile a

- comparison list using information provided by President Lee and additional information obtained by the Manager.
- b. Discussion of whether an open or openable partition between the Club office and small room is needed. Current opening is almost never used and the curtain is inoperable; Consensus – we don't need an opening. President Lee to investigate cost of "filling in" current opening.
  - c. President Lee requested that changes to established procedures and / or bridge games be pre-approved by the Board or immediately communicated to the Board if not pre-approved.
  - d. Work on a revised/updated "master" policy / procedure manual continues by President Lee.
  - e. Management / inventory of Club keys was discussed. The Club Manager will coordinate (with President Lee) and update a master inventory / list of keys and who has them.
  - f. Minutes from May 2023 Board meeting approved.
3. Manager's Report: Club Manager Lopez reported:
- a. Table count of 364.5 for May 2023, which is a 15% increase over April 2023.
  - b. Discussion of whether to eliminate Tuesday games – consensus was to keep the Tuesday game even though recently attendance/income has been insufficient to pay the costs associated therewith.
4. Committee Reports:
- a. Events Committee:
    - (1) Wine and cheese gatherings continue following the 3<sup>rd</sup> Friday limited mentor games.
    - (2) A joint game with Quick Tricks is planned for Thursday June 15<sup>th</sup>. It is a Pizza social with an Individual Movement bridge game.
    - (3) No Sunday brunch planned for June 2023.
    - (4) July 4<sup>th</sup> (Tuesday) BBQ planned.
  - b. Education Committee: Chair Robin Kupperman reported:
    - (1) Beginner lessons and supervised games continue.

- (2) Face to face “limited” mentor games continue on the 3<sup>rd</sup> Friday of each month with excellent attendance.
- (3) A free 90 minute lesson is being offered by Dave LeGrow on June 18<sup>th</sup> at 10 am.
- c. Grievance and Ethics Committee: One pending complaint is being investigated by the Committee.
- d. House Committee:
  - a. Chairperson needed: FTLBC needs a chair for this very important committee to develop a master list of what, who, when and how necessary supplies are inventoried, maintained and purchased for the Club as well as routine AC and other Club maintenance matters.
  - b. Deborah Branch plans to donate her personal kitchen refrigerator when available (kitchen re-model) – *Thank you Deborah!*

6:15 p.m. – Meeting adjourned.

Submitted by Daniel F. Tordella – FTLBC Secretary

June 13, 2023