



Kingston Duplicate Bridge Club Inc

Board Meeting August 13 at 10:30 on Zoom

Minutes

1. **Approval of Agenda**

attached

4. g. AGM timing to be added

8. Banning players from our virtual games.

Anne moved to accept the agenda with additions, seconded by Chris. Carried

2. **Approval of Minutes dated July 18, 2023**

Suzanne moved to accept the minutes, seconded by Chris. Carried

3. **Treasurer's Report -Anne Herfst**

No report for July. Numbers not in from ACBL. Anne will send the reports out via email. Board members are to notify Anne if there are any questions or corrections.

Reports emailed to Board members August 19.

attached

Chris commented on advance to Regional May, 2024. The advance to date is:

Quality Inn deposit \$1000 less HST \$884.96

design of Regional logo 50.00

printing of flyers for Elaine McDougall 16.00

Total \$950.96

We had a loss of \$1837. In June. There will be another loss in July.

We have stopped payments to our Cornwall pooling partners and Anne moved we stop payments to Belleville at the end of August. Seconded by Suzanne. Carried.

No other comments received. Treasurer's reports approved for July.

4. **Carryover**

a. **Elections and date for AGM - John Gerretsen**

Notice sent to membership

attached

- AGM and elections (if needed) begins at 11:30 on September 30, 2023 in the lower hall at the ERMUC.
- Lunch will be served after the meeting. Anne Lamarche and Mary-Jean McIntyre will be approached to set up the refreshments and food.
- Game begins at 1:00.

b. Additions to bylaws to address resignations. – Jock

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Present bylaw:

The office of a Director shall be vacated immediately:

- a. If the Director resigns office by written notice to the Secretary, which resignation shall be effective at the time it is received by the Secretary or the time specified in the notice, whichever is later;

Suggested changes

- a. If the Director resigns office by notice either written or **by email** to the Secretary **or President**, which resignation shall be effective at the time it is received by the Secretary **or President** or the time specified in the notice, whichever is later. **A resignation from a position on the board is deemed to be a resignation from the board.**

e accepted by the Board and will be presented to the members at the AGM.

c. Recruitment of new club manager.

Kathy agreed to be the new Club Manager with the reduced duties for the months of September and October leaving the club more time to find a permanent replacement. Keith Prytulka has agreed to take care of the website. Keith does not want compensation for this.

d. Regional and Sectional Tournaments.

Attached

Terry included information about the local sectional tournament in the club manager report. The following points in reference to the Regional May 2024:

- May be a split regional with PEI. Duncan McKillop has formed a committee and they are making preparations. Terry has forwarded them a draft copy of the schedule.
- Elaine is finalising the flyer. A decision has to be made about game fees. Suzanne suggested that the committee go ahead and make the decision of \$18 or \$20 (Can) and the board will support their decision.
- Chris is concerned about the size of the room It may be limited to 54 tables. Can we fit more tables? What are our options. The hotel is going through major renovations and final decisions may have to wait. There may be a second room available in the QI and possibly a room at the Holiday Inn. Extra rooms may mean more directors.
- Andy Stark has agreed to give a chalk talk before the afternoon sessions on Friday, Saturday and Sunday. We will pay for his hotel room for these nights.
- Tourism Kingston has been contacted and we may be eligible for some money from them.
- Kathy mentioned that our members may not be interested in attending our regional. If we do not get support from our members we may lose a lot of money. The cost to hold the event will be over \$30K.

e. Incorporation update information **Terry found no documents in storage.**
Terry has since found some more information on a file on the computer and this has been forwarded to the board.

f. Duties and voting issues of members of the Board

The duties of board members are listed in the bylaws. It was suggested that the duty of facility manager be added to duties of the vice president. Anne suggested we add “and other duties as requested by the Board” instead of facility manager.

We presently have 2 non-voting positions on the Board; the chief director and the club manager.

The Board will recommend the following changes to the bylaws at the next AGM:

- **The Club Manager to have voting privileges on the Board**
- **The Chief Director to have voting privileges on the Board**
- **A Secretary position to be added to the list of directors with voting privileges.**

g. AGM timing – see 4. a.

5. Club Manager Report - Terry Demers **attached**

6. I/N Report – Suzanne Ryan **attached**

7. Education Report – Gaylia Ohlman

5 people signed up for the September 16 beginner lessons. Instructor for the beginner lessons TBA.

8. Policy to ban outside players with questionable tactics from joining our online games.

Our chief games director (Don) will have the authority to ban players from our virtual games. Consensus and discussion among the directors are encouraged, along with notifying the banned member.

Kathy has purchased a new computer and printer for the club manager. Don will have access to it during the local sectional. The type of Microsoft Office license was left up to Anne and Kathy and a one device license has been purchased.

Adjournment and date of next meeting.

Chris moved to adjourn.

Next meeting is Tuesday, September 12 at 5:00 on Zoom

Jock Devonshire, President


Terry Demers, Club Manager



Kingston Duplicate Bridge Club Inc

Board Meeting August 13 at 10:30 on Zoom

Agenda

1. Approval of Agenda
2. Approval of Minutes
3. Treasurer's Report
4. Carryover
 - a. Elections and date for AGM John Gerretsen
Notice sent to membership attached
Minutes from last AGM (attached to email)
 - b. Additions to bylaws to address resignations. – Jock
 - c. Recruitment of new club manager
 - d. Regional and Sectional Tournaments. attached
 - e. Incorporation update information
 - f. Duties and voting issues of members of the Board
The duties of board members are listed in the bylaws. It was suggested that the duty of facility manager be added to duties of the vice president. Anne suggested we add "and other duties as requested by the Board" instead of facility manager.
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 - The Club Manager to have voting privileges on the Board
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 - A Secretary position to be added to the list of directors with voting privileges.
 - g. AGM timing
5. **Club Manager Report - Terry Demers** attached
6. **I/N Report – Suzanne Ryan** attached
7. **Education Report – Gaylia Ohlman**
8. **Policy to ban outside players will questionable tactics from joining our online games.**
9.  **Adjournment and date of next meeting.**

TREASURER'S REPORT for the month of July 2023

July games compared to the same month last year:

July	2023	2022
Online Games	28	28
F2F Games	12	4
Total Games	40	32
Online Tables	224	269
F2F Tables	89.5	22
Total Tables	313.5	291
Total Game Revenue	6,150	4,610
Exchange Rate	1.32	1.286
Net Profit <Loss>	< \$1,837>	\$885

The Club lost money again this month resulting in a year to date **loss of \$2,706**. Without the depreciation expense year to date, the net cash loss year to date is still \$2,214.

The Games Report has been modified this month to remove the HST on the individual games so that it is easier to identify which games we have incurred a loss after direct expenses. The report shows that we lost money on 3 of the online games and 7 out of 12 F2F games. The average number of tables for the F2F games in July was 7.5. This is less than the 9 tables which was projected in the budget.

Unusual Expenses in July:

Property Insurance	\$915
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Submitted by Anne Herfst, Treasurer

19 Aug 2023

Kingston Duplicate Bridge Club

Balance Sheet Report

To: July, 31, 2023

ASSETS		
Current Assets		
1035 - Directors Draw	150.00	
1060 - Chequing Bank Account	25,844.05	
1110 - GIC	20,387.22	
1114 - GIC 2	15,000.00	
1201 - Acc. Rec. Next Month	5,071.69	
1202 - Kingston Regional Advance	950.96	
1203 - Kingston Sectional Advance	500.00	
1350 - Book Inventory	222.72	
	Total Current Assets	\$68,126.64
Fixed Assets		
1820 - Club Furniture and Equipment	3,872.72	
1825 - Accum Deprec-Club Furn & Equip	-3,872.72	
1840 - Tournament Furniture & Equipment	11,000.00	
1845 - Accum Deprec - Tourn Furn & Equip	-4,092.00	
	Total Fixed Assets	\$6,908.00
	TOTAL ASSETS	\$75,034.64

2201 - Deferred Revenue	924.00	
2310 - HST charged on Sales	1,296.51	
2315 - HST Paid on Purchases	-66.21	
	Total Current Liabilities	\$2,540.66
Future Liabilities		
	Total Future Liabilities	\$0.00
	TOTAL LIABILITIES	\$2,540.66
EQUITY		
Net Profit / Loss	72,493.98	
<i>Net Profit / Loss (prior year(s))</i>	75,200.27	
<i>Net Profit / Loss (current year)</i>	-2,706.29	
	TOTAL EQUITY	\$72,493.98
	TOTAL LIABILITIES & EQUITY	\$75,034.64

Profit & Loss Report for the period ending 31 July 2023

Company Kingston Duplicate Bridge Club
Year 2024

		Actual Jul	Actual Ytd Jul
4021	Bridge Books		20
4023	Convention Cards/Holders	4	4
4075	Dennis Johnston Team Game		340
4194	Bridge Lessons Fees		213
4201	Individual Online Game Fees	3 279	14 291
4200	Individual F2F Game Fees	2 871	10 339
4420	Donations		175
4440	Interest - Revenue	39	153
4206	Free Plays Other		56
Total Revenue		6 193	25 590
5191	Directors Expense	2 280	8 758
5460	Seaway Bridge Club		175
5626	ACBL Fees	1 124	4 295
5627	CBF Fees		21
5628	STaC Fees		350
5461	Belleville Duplicate Bridge Club	8	69
Direct Expenses		3 412	13 669
Gross Profit		2 782	11 921
Expenses			
5010	Supplies for Games - cost	59	930
5031	Coffee Supplies - Cost	27	227
5030	Food/Drink Cost	93	676
5194	Bridge Lessons Expense		365
5193	Club Manager Expense	1 337	4 993
5197	Free Plays Other		40
5630	Cash Short/Over		6
5640	Postage and Courier		21
5660	Depreciation Expense	123	492
5681	Computer Software Expense	30	120
5686	Insurance Facility	915	915
5690	Bank Charges	4	170
5707	Other Printer Costs	7	30
5715	Facility Supplies		39
5750	Donations		94
5762	Storage Space Rent	323	1 243
5760	Rent/Lease	1 620	3 707
5765	Repair and Maintenance	81	323
5763	Moving Expenses		120
5785	Zoom License		117
Total Expenses		4 619	14 627
Net Profit/Loss		(1 837)	(2 706)

Game Statistics for July 2023																			
Event	Date	Tables	Players	Free	Entry Fee	Received by BBO	BBO's CC Fee	BBO Share	Club Share US\$	Club Share CON\$ less HST	ACBL Table Rate	Table Fees inc STaC less HST	Director Fees	Belleville Entries	Belleville Fee	F2F Venue	Gross Profit		
#13821 KDBC 7:00 Sunday	7/2/2023	5	20	5	\$4.00	\$60.00	\$2.10	\$11.58	\$46.32	\$54.11	1.452	\$6.42	\$50.00		\$0.00		(\$2.32)		
#17568 KDBC 7:00 Monday	7/3/2023	8	32	6	\$4.00	\$104.00	\$3.64	\$20.07	\$80.29	\$93.79	1.452	\$10.28	\$60.00		\$0.00		\$23.51		
#21513 KDBC 1:15 Tuesday	7/4/2023	10	40	4	\$4.00	\$144.00	\$5.04	\$27.79	\$111.17	\$129.86	1.452	\$12.85	\$60.00		\$0.00		\$57.01		
#25743 KDBC 7:00 Wednesday	7/5/2023	10	40	1	\$4.00	\$156.00	\$5.46	\$30.11	\$120.43	\$140.68	1.452	\$12.85	\$60.00		\$0.00		\$67.83		
#29727 KDBC 9:30 am Thursday	7/6/2023	9	36	3	\$4.00	\$132.00	\$4.62	\$25.48	\$101.90	\$119.04	1.452	\$11.56	\$60.00	4	\$5.00		\$42.47		
#35210 Pairs KDBC Mentor Game 6:30	7/6/2023	7	28		\$3.00	\$84.00	\$2.94	\$16.21	\$64.85	\$75.75	1.452	\$8.99	\$60.00		\$0.00		\$6.76		
#34022 KDBC 1:15 Friday	7/7/2023	10	40	3	\$4.00	\$148.00	\$5.18	\$28.56	\$114.26	\$133.47	1.452	\$12.85	\$60.00		\$0.00		\$60.62		
#41645 KDBC 7:00 Sunday	7/9/2023	5	20	2	\$4.00	\$72.00	\$2.52	\$13.90	\$55.58	\$64.93	1.452	\$6.42	\$50.00		\$0.00		\$8.51		
#47653 Pairs KDBC Monday 7:00 NAP game	7/10/2023	7	28	2	\$5.00	\$130.00	\$4.55	\$25.09	\$100.36	\$117.23	6.732	\$41.70	\$60.00		\$0.00		\$15.53		
#49147 KDBC 1:15 Tuesday NAP	7/11/2023	11	44	2	\$5.00	\$210.00	\$7.35	\$40.53	\$162.12	\$189.38	6.732	\$65.53	\$60.00		\$0.00		\$63.85		
#54831 Pairs KDBC 7:00 Wednesday NAP	7/12/2023	10	40		\$5.00	\$200.00	\$7.00	\$38.60	\$154.40	\$180.36	6.732	\$59.58	\$60.00	1	\$1.25		\$59.54		
#57461 KDBC 9:30 am NAP Thursday	7/13/2023	8	32	2	\$5.00	\$150.00	\$5.25	\$28.95	\$115.80	\$135.27	6.732	\$47.66	\$60.00		\$0.00		\$27.61		
#61528 KDBC 1:15 Friday NAP	7/14/2023	10	40		\$5.00	\$200.00	\$7.00	\$38.60	\$154.40	\$180.36	6.732	\$59.58	\$60.00		\$0.00		\$60.79		
#69117 KDBC 7:00 Sunday NAP	7/16/2023	4	16	2	\$5.00	\$70.00	\$2.45	\$13.51	\$54.04	\$63.13	6.732	\$23.83	\$50.00		\$0.00		(\$10.70)		
#72564 KDBC 7:00 Monday	7/17/2023	7	28	5	\$4.00	\$92.00	\$3.22	\$17.76	\$71.02	\$82.97	1.452	\$8.99	\$60.00		\$0.00		\$13.97		
#78445 Pairs KDBC 6:45 I/N Mentor Game	7/17/2023	5.5	22	0	\$3.00	\$66.00	\$2.31	\$12.74	\$50.95	\$59.52	1.452	\$7.07	\$0.00		\$0.00		\$52.45		
#76225 KDBC 1:15 Tuesday	7/18/2023	11	44	5	\$4.00	\$156.00	\$5.46	\$30.11	\$120.43	\$140.68	1.452	\$14.13	\$60.00		\$0.00		\$66.55		
#80343 KDBC 7:00 Wednesday	7/19/2023	12	48	5	\$4.00	\$172.00	\$6.02	\$33.20	\$132.78	\$155.11	1.452	\$15.42	\$60.00		\$0.00		\$79.69		
#84506 KDBC 9:30 am Thursday	7/20/2023	7	28	3	\$4.00	\$100.00	\$3.50	\$19.30	\$77.20	\$90.18	1.452	\$8.99	\$60.00	1	\$1.25		\$19.94		
#88468 KDBC 1:15 Friday	7/21/2023	9	36	6	\$4.00	\$120.00	\$4.20	\$23.16	\$92.64	\$108.22	1.452	\$11.56	\$60.00		\$0.00		\$36.65		
#95762 KDBC 7:00 Sunday	7/23/2023	5	20	4	\$4.00	\$64.00	\$2.24	\$12.35	\$49.41	\$57.72	1.452	\$6.42	\$50.00		\$0.00		\$1.29		
#1882 Pairs KDBC 7:00 NAP Monday	7/24/2023	5	20		\$5.00	\$100.00	\$3.50	\$19.30	\$77.20	\$90.18	6.732	\$29.79	\$50.00		\$0.00		\$10.39		
#2756 KDBC 1:15 NAP Tuesday	7/25/2023	9	36		\$5.00	\$180.00	\$6.30	\$34.74	\$138.96	\$162.32	6.732	\$53.62	\$60.00		\$0.00		\$48.71		
#6747 KDBC 7:00 NAP Wednesday	7/26/2023	12	48		\$5.00	\$240.00	\$8.40	\$46.32	\$185.28	\$216.43	6.732	\$71.49	\$60.00		\$0.00		\$84.94		
#10539 KDBC 9:30 am NAP Thursday	7/27/2023	7	28		\$5.00	\$140.00	\$4.90	\$27.02	\$108.08	\$126.25	6.732	\$41.70	\$60.00		\$0.00		\$24.55		
#14509 KDBC 1:15 NAP Friday	7/28/2023	9	36		\$5.00	\$180.00	\$6.30	\$34.74	\$138.96	\$162.32	6.732	\$53.62	\$60.00		\$0.00		\$48.71		
#21995 KDBC 7:00 NAP Sunday	7/30/2023	4	16	2	\$5.00	\$70.00	\$2.45	\$13.51	\$54.04	\$63.13	6.732	\$23.83	\$50.00		\$0.00		(\$10.70)		
#25509 KDBC 7:00 Monday	7/31/2023	7	28	4	\$4.00	\$96.00	\$3.36	\$18.53	\$74.11	\$86.57	1.452	\$8.99	\$60.00		\$0.00		\$17.58		
Support Your Club Commision										\$0.00									
	28	224	894	66					\$2,806.99	\$3,276.96		\$735.75	\$1,560.00	6	\$7.50	\$0.00	\$975.71		
* 'Free' online entries include 36 rebot partners, 30 subs																			
Face to Face Games																			
Monday Afternoon F2F Pair	7/3/2023	6.5	26		\$10.00					\$230.09	6.732	\$38.72	\$60.00			\$150.00	(\$18.64)		
Wednesday Afternoon F2F P	7/5/2023	8.5	34		\$10.00					\$300.88	6.732	\$50.64	\$60.00			\$150.00	\$40.25		
2023 Summer IMG (Instant Matchpoints)	7/10/2023	10	40		\$10.00					\$353.98	12.012	\$106.30	\$60.00			\$150.00	\$37.68		
Wednesday Afternoon F2F P	7/12/2023	10	40		\$8.00					\$283.19	1.452	\$12.85	\$60.00			\$150.00	\$60.34		
Thursday Evening Pairs	7/13/2023	5	20		\$8.00					\$141.59	1.452	\$6.42	\$60.00			\$90.00	(\$14.83)		
Monday Afternoon F2F Pair	7/17/2023	8	32		\$10.00					\$283.19	6.732	\$47.66	\$60.00			\$150.00	\$25.53		
Wednesday Afternoon F2F P	7/19/2023	10.5	42		\$10.00					\$371.68	6.732	\$62.55	\$60.00			\$150.00	\$99.13		
Thursday Evening Pairs	7/20/2023	5	20		\$10.00					\$176.99	6.732	\$29.79	\$60.00			\$90.00	(\$2.80)		
Monday Afternoon F2F Pair	7/24/2023	7	28		\$8.00					\$196.23	1.452	\$8.99	\$60.00			\$150.00	(\$20.76)		
Wednesday Afternoon F2F P	7/26/2023	8	32	1	\$8.00					\$219.47	32	1.452	\$10.28	\$60.00			\$150.00	(\$0.81)	
Thursday Evening Pairs	7/27/2023	5	20		\$8.00					\$141.59	1.452	\$6.42	\$60.00			\$90.00	(\$14.83)		
Monday Afternoon F2F Pair	7/31/2023	6	24		\$8.00					\$169.91	1.452	\$7.71	\$60.00			\$150.00	(\$47.80)		
Total for F2F		12	89.5	358	1					\$2,870.80		\$388.35	\$720.00			\$1,620.00	\$142.45		
avg tables per F2F game			7.46																
Total for all Games		40	313							\$6,149.76		\$1,124.10	\$2,280.00			\$7.50	\$1,620.00	\$1,118.16	
Exchange Rate	1.32	3,705.23	actual deposit 18Aug23																

Club Manager Report – August 13, 2023

I ordered supplies from Vince Oddy including 2 new bridgemates. 3 bridgemates have returned from repair and 3 are ready to be shipped out. I plan to replace all the batteries in the bridgemates With the 2 new ones we will have 34 bridgemates.

Included in the order are new convention cards.

Shelves have been installed by Mike Ryan in our storage space at ERMUC.

Valerie Gowsell has checked our bidding boxes, making sure we have ample passes and that older, worn inserts are removed. New inserts are ordered.

We will not have the lower hall available for Thursday evening games. There were only 3.5 tables last week. The board will have to decide and book another room if you decide to continue evening games.

I have booked us in to play in the Instant Matchpoint Game Wednesday, October 25. I have been notified that printed material will be send to us.

Thank you to Bruce and Kathy McDonald who researched and found us a good deal on a printer and new computer for our new manager.

District 1 STaC August 21-27.

Local Sectional Updates (Sept 8-10)

We do not have our ACBL contact director or the boards at this point. Don Kersey is our DIC.

I have sent the flyer to a few nearby clubs. A few out of town players have contacted us to say they are coming. No idea how many will show up.

Thanks to Anne and George who are working on prebooking sessions.

Judy Speagle and Gaylia are working the Welcome Desk. We will have books for sale and also for prizes for winners in each stratum. Players can leave contact information (email addresses) which we will use for the regional. We have convention card holders and carrying bags to distribute for tournament registration. Anne Herfst will help at the Welcome Desk taking care of food vouchers.

Food will be served Saturday and Sunday. \$10.

- Barbecue on Saturday, hamburgers, potato salad and lemonade. Joyce at ERMCH will prepare, serve and clean up food areas. All monies collected will go to the church.
- Janet Pressaco will serve, and clean up on Sunday. Meal includes choice of soup and sandwiches. Janet is charging \$15 taxes includes.
- Bob Fowkes has found a good deal on ice cream bars and we have 200 in the freezer.
- Anne Lamarche and Mary-Jean will take care of tea, coffee, water and sweets before the first session of the day.

Keith Prytulka and Jack Klassen will help with setting up chairs and take down.

I/N Report for KDBC Aug 13 Meeting:

1. I spoke to Bob Brey at Conservatory Pond Retirement Residence on Aug 1 to cancel the Aug 5 Drop-in Bridge Session due to Civic Holiday. We discussed the success of the program and the fact that at least 3 and sometimes 5 residents have taken part regularly in the program. He is very willing to offer the Games Room to us every Saturday morning indefinitely. At no cost.
The Saturday Morning Bridge Drop-in is organized until Aug 26. Doris Waddell is facilitating the final 2 Saturdays while I am away. Thanks to everyone who has helped with this program!
WE MUST REMEMBER THAT WE HAVE USE OF THIS LOVELY GAMES ROOM EVERY SATURDAY MORNING, FREE, AT CONSERVATORY POND.
 2. There will not be an I/N Mentor Game this month. The I/N Mentor program would resume Monday Sept 18, but is that a STAC week? Does that date work?
 3. We will have Bridge in the Park, Tues Aug 15, 6pm. Lake Ontario Park. I have boards and bidding boxes, tablecloths. We meet at the Pavilion, rain or shine.
 4. Loose Ends.....I will send out an evaluation form to the Novice Mentors and Mentees in early September to see if this program was worthwhile.
 5. The Local Sectional is looking for at least 3 I/N tables for the 0-300 games on Friday and Saturday. I have been handing out the flyer and will be making phone calls next week to line up some players in this bracket. I am hopeful that we will have a good component to I/N players.
 6. I am away Aug 19-Sept 1. If anyone needs to reach me: 613-572-4895
- Submitted Aug 12/23 by Suzanne Ryan