



Kingston Duplicate Bridge Club

Minutes of the Virtual Board Meeting

December 10, 2020 at 5:00

Present: Jock Devonshire, Terry Demers, Brian Moorby, Bob Fowkes, John Gerretsen, Anne Herfst, Sharon Boal, Bill Mitchell, Charlie Waddell

Special Guests: Marvin Baer, Don Kersey

Regrets: Greg McKellar

Approval of Agenda

Attached.

Moved by Anne, seconded by Sharon

Approved

1. Approval of minutes of last Board meeting November 12, 2020

Approved by John, seconded by Brian

Approved

2. Carryover from previous minutes

- **Jock purchased Zoom account**

The cost was \$200. It is used in mentor games and board meetings. It is available to anyone for club purposes. **Jock will give sign-in information and passwords to Terry.**

- **Mentor night fees** could not be \$2.50BB- minimum fees for virtual games is \$3BB. Mentors and mentees each paid \$3BB. **Fees will remain at \$3BB for all attendees.**

- **Address of club changed to Jock's home address. Terry to contact Revenue Canada. Bill to contact insurance company. The change of the Head Office to Jock's home address needs to be approved at the AGM.**

- **Sanction purchased for 2021.** KDBC has purchased sanctions to run both a Friday afternoon open game and an I/N game (0-500) at 1:00. We are able to play as many BBO virtual club games online as we want at this point. We have to purchase an ACBL sanction to keep our club active. The cost is around \$31US. Paid by Terry. **Terry will send Bill a copy of the charge.**

- **Lease cancellation** signed by John and Jock with part of paragraph 3 removed. **John to give Terry a copy of lease with changes removed.**
- The landlord agreed to continue storing our furniture and other items. He is charging \$300. per month and deducting it from \$ 2,117.00 we were expecting to get for the last month's rent, but now the landlord will hold that money until we remove our items from storage. He has agreed to repay the club one half of the deposit paid by the club on the original lease. The \$300.00 rental charge per month is payable starting December 1, 2020. This means that we have prepaid the monthly storage fee to him up to June 30,2021. John arranged with the landlords to keep storing items they have in storage until further notice.
- **Bill is to adjust the financial statements to reflect the \$4104 expense for the remaining cost of the floor in the Gardiner Road premises. Done. Information in Bill's financial statements. Done.**
- Terry added a note to the website stating that the net income from virtual club games can be found in the financial statements in Board documents on the website.
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- A KDBC account was set up on BBO to transfer money to members directly on BBO. 2 transfers were made to I/N members who agreed to be spares in our open games. Bill to reimburse Terry. The Board will monitor any additional transactions to this account.

3. Financial Reports – Bill

Attached

4. Election of KDBC board members at AGM – John

We presently have positions for 12 voting positions on our KDBC Board:

President, Vice President, Treasurer, Secretary, Partnership Chair, Educational Chair, I/N Rep, Promotions Chair, Social Chair and 2 members at large.

The Club manager is an ex-officio non-voting member of the Board. **This change to the by-laws has to be put forward to the members at the AGM for approval.**

The past President position, a voting member is appointed by the Board.

The Board is proposing the following changes to the number of members on the Board:

President, Vice President, Past President, Treasurer, I/N Rep, Education Chair, Club Manager, Member at Large, Chief Director.

- The duties of the Secretary would be assumed by the Club Manager.
- There would be no Social, Promotions or Partnership Chairs on the Board.
- The Member at Large is reduced from 2 members to 1.
- The club manager remains an ex-officio non-voting member.
- The Chief director is added as a non-voting member, appointed by the Board.

5. AGM preparations

The virtual meeting of the AGM is scheduled for Tuesday, January 26 at 5:00pm through our Zoom account.

The Board to propose a change to the Bylaws per Marvin's recommendations to add a clause that allows the Board to hold virtual meetings.

Sharon Boal suggested that the position of Unit Rep be made available at the AGM.

John will prepare a document for the membership presenting the positions available on the Board, including the Unit Rep. Terry will send an email to members and phone or mail information to members we cannot reach by email. Members interested in a Board position must contact John before December 21. He will select a nominating committee and prepare for elections if needed. We have Survey Monkey available for voting. Bill will prepare a financial report to be put on the website. The auditor's report will be included. A copy of the minutes of the 2019 AGM will be available on the website.

6. Mentoring– Bill

Bill has made himself available as a mentor to the I/N's. There were 10 mentors who contacted him. Bill suggested that the Board find some way to encourage the more experienced players in the club to take on an I/N player as a permanent mentee, at least once a week every week.

Jock will work with Charlie to investigate mentoring options. The online environment offers many opportunities for teaching and learning.

7. Robots in virtual games-Bob and Jock

Bob agrees with robots being used as spares but is opposed to members signing in to play with a robot especially when a person is available in the partnership desk.

Apparently, the robot's partner is able to see the explanation of the robot's bids where the real players are not able to see their partner's bid.

Any player who plays with a robot is automatically placed in the A stratification.

At this point the interest in playing with a robot is low.

Terry is to contact BBO to see, since we use robots as spares, if are we able to put restrictions on allowing robots to play in our virtual games with a real partner and/or limiting the number of robots.

It was agreed that using a pair of robots as spares in the open games works well.

8. Voice activation in virtual games-Terry

The directors are having problems activating and using the voice option.
This is a new option and the Board agreed that we would opt out for now.

9. \$3 game as Christmas Gift to Members on BBO

It was agreed that we reduce the fee of virtual games to \$3BB for the week starting Thursday, December 24 until (and including) January 1st. This is a Thank you to all our members who have supported us throughout the year. Brian will be directing on Christmas Eve, Christmas Day, New Year's Eve and New Year's Day. He will cancel the game if he does not have 5 tables signed in. (Also not mentioned at the meeting Terry will add a Saturday game on December 26 at 1:15.)

10. Salvation Army donations are to be made directly to the Salvation Army.

11. **Adjournment.** Brian made a motion to adjourn at 6:55. **Approved**
Next virtual Board meeting will be on Thursday, January 21 at 5:00.

12. **Adjournment and date of next board meeting**
Bob motioned to adjourn. Next meeting January 21, 2021 at 5:00.

Addendum

Greg's Resignation

Attached

Greg sent his resignation via email on December 10, 2020 to all board members. It was mentioned at the meeting but not formally accepted. Terry sent an email to the Board on December 12; Greg's resignation was accepted via email on December 13.

Greg served as President for two years. His good judgement and humour will be missed. Thank you, Greg, for your dedication and commitment to our club. We look forward to seeing you face to face at the table.

Jock Devonshire, Vice President

Terry Demers, Secretary

Attachments:

1. Agenda

2. Financial Reports

3. Greg's resignation



Kingston Duplicate Bridge Club

Agenda for Virtual Board Meeting

December 10, 2020 at 5:00

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2. Carryover from previous minutes

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- Mentor night fees could not be \$2.50BB- minimum fees for virtual games is \$3BB. Mentors and mentees each paid \$3BB.
- Address of club changed to Jock's home address.
- Sanction purchased for 2021, Friday Afternoon 1:00 open and I/N section. About \$31. Paid by Terry.
- Lease cancellation signed by John and Jock with part of paragraph 3 removed. John to give Terry a copy of lease with changes removed.
- John arranged with the landlords to keep storing items they have in storage until further notice. We were expecting to get \$2117.16 returned for the last month's rent but now the landlord will hold that money until we remove our items from storage.
- **Bill is to adjust the financial statements to reflect the \$4104 expense for the remaining cost of the floor in the Gardiner Road premises.**
- Terry added a note to the website stating that the net income from virtual club games can be found in the financial statements in Board documents on the website.
- KDBC account set up on BBO to transfer money to members directly on BBO. 2 transfers were made to I/N members who agreed to be spares in our open games.

3. Financial Reports - Bill

4. Election of KDBC board members at AGM – John

5. AGM preparations

6. Mentor game – Bill

7. Robots in virtual games-Bob and Jock

8. Voice activation in virtual games-Terry

9. Date of next Board meeting

TREASURER'S REPORT

November 2020

November's Revenue was \$6,431.98 and Expenses were \$9,768.81 for a Net Loss of **\$3,336.83**. This loss was not caused by money that was spent in the Month of November, but rather, money that was spent in a previous year and finally expensed instead of depreciated.

As a result of negotiations with 1652557 Ontario Inc., the landlord, KDBC has relinquished its claim on the premises at 745 Progress Ave. and the lease that was signed in February 2020 has been declared null and void with no liability to either party. The Landlord agreed to return \$2,100.00 of the prepaid rent from the Gardiners Road lease, but, in exchange for storage of our assets from that address, at the rate of \$300.00 per month, would retain it until it had been used up.

This negotiation was approved by the Executive Board at the November Board meeting.

As a result, it was deemed necessary to remove the Prepaid Rent and the Capital Asset – Facility amounts from our books. The Prepaid Rent split into 2 amounts. \$2,100.00 I moved to a new account called Prepaid Storage. The balance, \$1,647.19, I expensed as Rent/Lease. The Capital Asset – Facility, I depreciated 100% so that a Depreciation Expense of \$4,104.81 appears on the Income Statement.

November Revenue from the online club games is the largest we have seen so far and the bank account continues to grow.

W.A. Mitchell

Treasurer

Kingston Duplicate Bridge Club Inc

Balance Sheet As at 2020-11-30

ASSET

Current Assets

Directors Draw	100.00	
Cookie/food Draw	250.00	
HST Savings Account	-0.59	
Chequing Bank Account	20,222.42	
Total Cash		20,571.83
GIC	9,528.51	
GIC 2	5,000.00	
Total Investments		14,528.51
Accounts Receivable	6,963.26	
Kingston Sectional Advance	500.00	
Total Receivable		7,463.26
Prepaid Storage	2,100.00	
Union Gas Deposit	410.00	
Total Prepaid Expenses		2,510.00
Total Current Assets		45,073.60

Capital Assets

Club Furniture and Equipment	3,872.72	
Accum Deprec-Club Furn & Equip	-3,872.72	
Net - Club Furniture & Equipment		0.00
Tournament Furniture & Equipm...	11,000.00	
Accum Deprec - Tourn Furn & E...	-3,500.00	
Net - Tourn Furn & Equip		7,500.00
Facility	9,393.24	
Accum Depreciation - Facility	-9,393.24	
Net - Facility		0.00
Total Capital Assets		7,500.00

TOTAL ASSET **52,573.60**

LIABILITY

Current Liabilities

Cheques Not Yet Cashed	326.75	
Total Accounts Payable		326.75
HST charged on Sales	7,190.26	
HST Paid on Purchases	-6,083.25	
HST Owning (Refund)		1,107.01
Total Current Liabilities		1,433.76

TOTAL LIABILITY **1,433.76**

EQUITY

Owners Equity

Retained Earnings-Previous Year	44,942.31	
Current Earnings	6,197.53	
Total Owners Equity		51,139.84

TOTAL EQUITY **51,139.84**

LIABILITIES AND EQUITY **52,573.60**

Kingston Duplicate Bridge Club Inc
Income Statement 2020-11-01 to 2020-11-30

REVENUE

Sales Revenue		
Individual Game Fees	6,162.18	
Total Game Fees - Income		6,162.18
Total Revenue		<u>6,162.18</u>
TOTAL REVENUE		<u>6,162.18</u>

EXPENSE

Cost of Goods for Club and Re...		
Directors Expense	1,700.00	
Club Manager Expense	457.88	
Total Subcontracts		2,157.88
Total Cost of Goods & Services		<u>2,157.88</u>
OnLine Games Expense		
Seaway Bridge Club		415.93
Total OnLine games Expense		<u>415.93</u>
General and Administrative Ex...		
ACBL Fees	876.90	
Total Business Fees		876.90
Depreciation Expense		4,104.81
Insurance Facility	88.86	
Total Insurance - Cost		88.86
Other Printer Costs	5.99	
Office Supplies Total		5.99
Miscellaneous Expenses		200.00
Rent/Lease		1,647.19
Storage Space Rent		182.00
Bell	89.25	
Total Tel/Internet Expense		89.25
Total General & Admin Expense		<u>7,195.00</u>
TOTAL EXPENSE		<u>9,768.81</u>
NET INCOME		<u><u>-3,606.63</u></u>

Kingston Duplicate Bridge Club Inc
Income Statement 2020-04-01 to 2020-11-30

REVENUE

Sales Revenue		
Membership Fees	17.70	
Total Other Fees		17.70
Individual Game Fees	42,728.11	
Total Game Fees - Income		42,728.11
Donations	88.00	
Total Other Revenue		88.00
Total Revenue		42,833.81
TOTAL REVENUE		42,833.81

EXPENSE

Cost of Goods for Club and Re...		
Shipping	15.44	
Total Cost of Game Supplies		15.44
Directors Expense	10,241.00	
Club Manager Expense	3,261.11	
Total Subcontracts		13,502.11
Total Cost of Goods & Services		13,517.55
OnLine Games Expense		
Seaway Bridge Club		2,389.37
Total OnLine games Expense		2,389.37
General and Administrative Ex...		
ACBL Fees	4,691.54	
Total Business Fees		4,691.54
Postage and Courier		264.17
Depreciation Expense		5,480.69
Computer Software Expense		210.37
Insurance Facility	709.92	
Insurance - Board Members	804.00	
Total Insurance - Cost		1,513.92
Monthly Plan Fee	24.75	
Bank Charges Total		24.75
Office Supplies	183.59	
Other Printer Costs	47.92	
Office Supplies Total		231.51
Miscellaneous Expenses		200.00
Rent/Lease		5,215.94
Storage Space Rent		1,638.00
Bell	714.00	
Total Tel/Internet Expense		714.00
Hydro One	316.45	
Union Gas	228.02	
Total Utilities Expense		544.47
Total General & Admin Expense		20,729.36
TOTAL EXPENSE		36,636.28
NET INCOME		6,197.53

Our President, Greg McKellar's Resignation

Greg McKellar

Thu, Dec 10, 11:23
AM)

to KDBC, Jock, Brian, Sharon, William, Charlie, Anne, John, Bob

Hi Everyone.

After much thought, I have decided to resign as club president, effective immediately.

The KDBC has become, and will remain for the foreseeable future, an online enterprise. In my view, the president should be someone who both plays regularly in this new format and be someone well acquainted with the issues and operational concerns emanating from this format. I am neither and thus feel I should step down and allow someone suitably qualified to oversee the new set of club matters we face. The club deserves no less.

I have conveyed my position to Jock and assuming the Board is amenable, he has agreed to serve as acting president until the AGM when a new slate of executive members may be elected.

Thanks to all of you for your inspiring and meaningful contributions to the game of bridge in Kingston.

I hope each of you navigates this challenging holiday season and enjoys a Merry Christmas.

Sincerely,
Greg