KINGSTON DUPLICATE BRIDGE CLUB INC. MEETING OF THE BOARD OF DIRECTORS JAN 8, 2019 AGENDA

- 1. Adoption of the Agenda
- 2. Approval of the minutes of the Dec 2018 meeting
- 3. Matters arising from the minutes
- 4. Club Manager's Report
- 5. Treasurer's Report
- 6. Social Convenor's Report
 - -proposal to increase the cost of pop to \$.75
- 7. Report of the I/N Representative
 - -Saturday Mentor Game
 - -I/N Mentor Game without master points
- 8. Adjournment

KINGSTON DUPLICATE BRIDGE CLUB INC. MINUTES OF THE BOARD OF DIRECTORS' MEETING JAN. 8, 2019

Absent: Paddy Allan

1. Adoption of the Agenda

Moved by Bob and seconded by Sharon that the Agenda be adopted with the addition the consideration of Social Games. Carried.

2. Approval of the minutes of the Dec. 11, 2018 Board Meeting

Moved by John and seconded by Carol that the minutes of the Dec.11, 2018 Board Meeting be approved. Carried.

3. Club Manager's Report (attached)

The Manager reported on the positive comments she had received about the Christmas Party and the New Year's Eve Party. Many attendees of the New Year's Eve game liked the individual game. The Board discussed possible changes for next year's Christmas Party and agreed to continue/repeat the discussion early next fall.

The Chair reported that he had not yet discussed the arrangements for the awards' presentations, but he will do so with the Manager and arrange something soon.

The Board discussed the results of the Charity Games and considered whether there had been sufficient notice of the games.

Moved by John and seconded by Bill that the Manager's Report be received. Carried.

4. Treasurer's Report (attached)

The treasurer reviewed the financial results for Dec 2018 and explained that, as predicted, there was a loss of several thousand dollars because of the timing of the bills for the Christmas Party and the loss of revenue for the charity and holiday games. The treasurer reported that the cumulative loss for the first 9 months of this year was about \$3000 including depreciation, but that the Club had significant retained

earnings from previous years. Moved by Carol and seconded by Jennifer that the Treasurer's Report be approved. Carried.

5. Social Games

Reit Haaksman and Charlie Waddell recommended that the Club offer its facilities to social bridge plays for non-sanctioned games as a way to introduce more members of the public to the game of bridge and the facilities of the club. After some discussion it was moved by John and seconded by Sharon to offer space to social players on Saturday and Sunday afternoon until Spring. Carried.

6. Social Convenor's Report (attached)

The Social Convenor recommended that the price of pop be raised. Moved by Marvin and seconded by Marlene that the price of pop and tea be raised to \$!. Carried.

Moved by Marlene and seconded by Sharon that the social convenor's report be received, Carried.

7. Report of the I/N Representative (attached)

Anne reported on the success of the first Saturday afternoon mentor game in December. Moved by Assunta and seconded by Sharon that there be a separate mentor game held on the fourth Saturday afternoon each month. Carried.

Anne reported the views of some players that the existing format of the I/N Mentor game did not meet the needs of the mentees. She suggested a shorter non-sanctioned game would allow the strict rules to be relaxed and give more time for advice during the game. There was some discussion of whether this would discourage the participation of some mentors or would not meet the preference of some other mentees. It was also noted that a large number of players participated in the existing game. Anne agreed to consult further with the mentees to see what changes, if any, they would like and to report back to a future meeting of the Board.

8.	Adj	ou	rn	me	ent
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The meeting adjourned at 5:34p.m.

Note: While it was not on the agenda, Marlene and John volunteered to do partnerships for some Sunday games.

Greg McKellar

President

Marvin Baer

Secretary

Club Manager's Report February 2019

Hi Everyone,

It was a long January month, with some very strange weather, but we got through it. It was also a fun month with our members having the opportunity to win lots of silver points. We had a week long district Stac in the middle of the month as well as our Sectional. For those who don't know, Stac stands for Sectional Tournaments at Club, and just like at our sectional, members earn silver points. As well high scoring pairs can get bonus points if they rank at the top of the district. We need those different colours to move up the ranks, and Stac's are a great way to get our Silver. We also had the opportunity to win more silver points at our very own Sectional! We are so lucky here in Kingston as we have the opportunity to host our very own Sectionals and Regionals. These tournaments are a great opportunity for us to earn extra points in various colours, to play with people from other clubs, to promote Duplicate bridge and promote our club. This years Sectional was a lot of fun and the location was great! We had a lot of positive feedback on the facilities, big, bright, conveniently located, and great parking were just some of the comments I heard. I'm already looking forward to next years Sectional!

We finished off the month with our annual awards night, which is an opportunity to highlight some of the accomplishments of our members and announce the winners of our ABC and 70% competitions. This year's winners of the ABC were Pat MacKay and Betty Ross. Our 70% open winners were Sybil Forbes and Lois Rausch and our IN 70% winners were Donna Banham and Ruth Rees. Congratulations ladies!!! The list of our Club championship winners is on the website, if you haven't seen it, please check it out it's on our News Page. We also had a number of members achieve new ranks this year, congratulations to you all, they are also listed on the News Page of our website. Also congratulations to Kevin Loughlin for coming in first in our Unit in the Mini McKenney Race in the 1500-2500 MP's category. Well done! We have a really talented club, we really do.

Just one final note, we have been selling memberships over the last few months and we've had a lot of people renew their memberships, however we know that not everyone has yet. Don't worry you can still renew your membership. Please be aware that this year we have a membership form that we are asking everyone to fill out, this will allow us to make sure our partnership lists and records are up to date. If you paid for your membership but didn't fill out a form, please do so and return to Jennifer as soon as possible.

Thanks everyone,
Jennifer Grechuk
Club Manager

TREASURER'S REPORT

December 2018

Happy New Year to all of you!

As I indicated last month, December has not been profitable. Our Gross Income was \$6,182.72 and our Expenses were \$11,298.04 for a Net Loss of \$5,115.32.

I have printed two Income Statements. The first is my standard report showing the income for December and YTD. The other shows this December and compares it to last December to give you an idea where the changes are and how much.

The biggest problem for the December Income is that most of the Christmas Party income was reported in November, \$2,035. If you look at the YTD statement you will see that the Christmas Party income was substantially larger than reported in December.

Other items affecting income are Membership Fees and Total Game Fees. Last year Sharon pursued a very aggressive membership drive in November and December, this year many fewer members signed up in those months but we are already seeing the rest catching up. Total Game Fees suffered because of the days the holidays fell on, Monday, Tuesday and Wednesday. These days are our largest income sources in a normal week. My last deposit for the month included the last 2 weeks of the month, and was smaller than each of the first 2 weeks.

As a curiosity, you will notice that our coffee/water/pop sales are down almost 50% compared to last year.

As for Expenses, there is very little change from last year. ACBL and STaC Fees are up, these are based on table count, and that tells me our members are hungry for those silver points, perhaps an indication of member's attendance at the upcoming Sectional. Computer Software Expense is large because I updated my financial software (Sage 50) to the current version. Hydro One automatically withdraws its monthly bill directly from our bank account, usually very early in the month. This month they withdrew early in December, as usual, but they also withdrew January's payment on the 31st of December. I guess they needed the cash for their year-end.

All-in-all, I don't think there's any reason to panic. Our bank account is very healthy, we have lots in reserve.

Bill Mitchell

Treasurer

Happy New Year to everyone, here are the social expenses for December 2018.

Cookies, crackers and potato chips.	\$120.49
Cream and milk for coffee & tea.	13.46
Pop.	75.84
Christmas Party Expenses.	48.99
Toilet paper & Kleenex.	47.91
HST.	25.49
Total expenses.	\$332.18

December was a busy month at KDBC with the Christmas Party, Charity games for the Salivation Army and the New Year's Eve Party organized again by Riet and Charlie.

I know we are a non profit club, but I think we should increase the price for the pop. A can of pop costs from 31.32 cents/ can to 42.28 cents/ can. We currently sell pop for 50 cents/can I think we should increase this to 75 cents/can.

Hope to see you all at the meeting on 08 Dec.

Chimo Bob

	Actua 2018-12-0 2018-12	01 to	Actus 2018-04- 2018-12	Percent	
REVENUE					- Crociii
Sales Revenue				* *	
Bridge Books	34.51		1,195.57		-97.11
Playing Cards Convention Cards/Holders	31.85		332.74		-90.43
Bidding Boxes	3.54 77.88		48.66 145.14		-92.73
Total Game Supplies Sales	77.00	147.78	145.14	1,722.11	-46.34 -91.42
Coffee Sales	73.98	147.70	1,139.57	1,722.11	-91.42
Water/Pop Sales	39.07		916.63		-95.74
Total Food/Drink Sales for Games		113.05		2,056.20	-94.50
Christmas Party - Income	566.59	_	2,601.99		-78.22
Total Social Income Membership Fees	146.01	566.59	557.47	2,601.99	-78.22
Bridge Lessons Fees	0.00		557.47 252.22		-73.81 -100.00
Total Other Fees		146.01	202.22	809.69	-81.97
Individual Game Fees	3,606.20		60,840.72	000.00	-94.07
Monthly Pass A	792.92		9,175.19		-91.36
Monthly Pass B Prepaid Individual Fees	287.61 522.56		3,336.28 6,197.34		-91.38
Total Game Fees - Income	322.50	5,209.29	0,197.34	79,549.53	-91.57 -93.45
Donations	0.00	0,200.20	7,626.10	79,549.55	-100.00
Interest - Revenue	0.00		15.88		-100.00
Total Other Revenue		0.00		7,641.98	-100.00
Total Revenue		6,182.72	_	94,381.50	-93.45
TOTAL REVENUE		6,182.72	_	94,381.50	-93.45
EXPENSE					
Cost of Goods for Club and Re					
Supplies for Games - cost	0.00		160.00		-100.00
Bridge Books - Cost	0.00		946.01		-100.00
Playing Cards - Cost Convention Cards/Holders - Cost	0.00		896.44 100.00		-100.00 -100.00
Other Game Supplies - Cost	0.00		288.09		-100.00
Shipping	0.00		263.14		-100.00
Total Cost of Game Supplies		0.00		2,653.68	-100.00
Coffee Supplies - Cost	133.46		1,177.24		-88.66
Water/Pop Supplies - Cost Cookies/Candies/etc	75.84 120.49		451.21 1,464.51		-83.19 -91.77
Total Food/Drink Cost	120.10	329.79	1,101.01	3,092.96	-89.34
Social Events - Expense	39.86		39.86	5,552.55	0.00
Christmas Party - Expense	1,580.17		1,926.66		-17.98
Anniversary Party Expense	0.00		133.25 239.36		-100.00 -100.00
Annual General Meeting Expense Other Social - Expense	0.00		610.98		-100.00
Total Social - Expense		1,620.03		2,950.11	-45.09
Directors Expense	1,320.00	,,======	15,370.00	_,	-91.41
Cleaners Expense	625.00		5,750.00		-89.13
Club Manager Expense Bridge Lessons Expense	1,122.30 0.00		10,537.06 340.24		-89.35 -100.00
Total Subcontracts	0.00	3,067.30	340.24	31,997.30	-90.41
Total Cost of Goods & Services	_	5,017.12	-	40,694.05	-87.67
Tournaments - Expense					
Tournament Expense		0.00		463.36	-100.00
Total Tournament Expense	_	0.00		463.36	-100.00
General and Administrative Ex Advertising and Promotions Printed On: 2019-01-14		0.00		298.26	-100.00

	Actual 2018-12-01 2018-12-3		Actual 2018-04-0 2018-12-	1 to	Percent
Business Fees ACBL Fees CBF Fees STaC Fees	0.00 321.10 58.41 630.09		174.89 6,696.68 203.55 2,435.40		-100.00 -95.21 -71.30 -74.13
Total Business Fees Cash Short/Over Depreciation Expense Maintenance - Computer/Printer Computer Software Expense Insurance Facility Insurance - Board Members	80.11 0.00	1,009.60 -164.15 300.00 0.00 470.00	717.72 768.00	9,510.52 132.27 2,700.00 39.62 470.00	-89.38 -224.10 -88.89 -100.00 0.00 -88.84 -100.00
Total Insurance - Cost Bank Charges Cash Deposit Fees	1.25 1.92	80.11	116.80 58.43	1,485.72	-94.61 -98.93 -96.71
Bank Charges Total Office Supplies Paper Printer Toner Other Printer Costs Other Office Supplies	41.41 0.00 0.00 85.98 0.00	3.17	733.73 57.98 907.01 212.97 212.50	175.23	-98.19 -94.36 -100.00 -100.00 -59.63 -100.00
Office Supplies Total Facility Supplies Rent/Lease Storage Space Rent Maintenance - Facility Maintenance - Equipment Maintenance - Furniture	0.00 0.00 0.00	127.39 107.80 3,568.75 182.00	443.00 144.00 424.61	2,124.19 1,272.31 32,118.75 1,638.00	-94.00 -91.53 -88.89 -88.89 -100.00 -100.00
Total Maintenance Cost Bell	69.26	0.00	623.34	1,011.61	-100.00 -88.89
Total Tel/Internet Expense Hydro One Union Gas	418.40 108.59	69.26	2,173.97 463.06	623.34	-88.89 -80.75 -76.55
Total Utilities Expense		526.99		2,637.03	-80.02
Total General & Admin Expense		6,280.92	_	56,236.85	-88.83
TOTAL EXPENSE		11,298.04	_	97,394.26	-88.40
NET INCOME	_	-5,115.32	_	-3,012.76	69.79

Printed On: 2019-01-04

	Actu 2018-12- 2018-1:	-01 to	Act 2017-1 2017-	Difference	
REVENUE					Difference
Sales Revenue					
Bridge Books	34.51		107.08		-72.57
Playing Cards	31.85		7.96		23.89
Convention Cards/Holders Bidding Boxes	3.54		0.00		3.54
	77.88		37.17		40.71
Total Game Supplies Sales Coffee Sales	73.98	147.78		152.21	-4.43
Water/Pop Sales	39.07		107.03		-33.05
Total Food/Drink Sales for Games	39.07	440.05	93.58		-54.51
Christmas Party - Income	566.59	113.05	3 120 60	200.61	-87.56
Total Social Income		566.59	3,129.60		-2,563.01
Membership Fees	146.01	300.39	477.88	3,129.60	-2,563.01
Total Other Fees	110.01	146.01	477.00	477.00	-331.87
Individual Game Fees	3,606.20	140.01	5,566.37	477.88	-331.87
Monthly Pass A	792.92		679.65		-1,960.17 113.27
Monthly Pass B	287.61		402.65		-115.04
Prepaid Individual Fees	522.56		245.14		277.42
Total Game Fees - Income		5,209.29		6,893,81	-1,684.52
Donations	0.00		63.90	0,000.01	-63.90
Interest - Revenue	0.00		0.01		-0.01
Total Other Revenue		0.00		63.91	-63.91
Total Revenue		6,182.72		10,918.02	-4,735.30
TOTAL REVENUE		6,182.72		10,918.02	-4,735.30
EXPENSE					
Cost of Goods for Club and Re					
Coffee Supplies - Cost	133.46		197.00		-63.54
Water/Pop Supplies - Cost	75.84		84.90		-9.06
Cookies/Candies/etc	120.49		213.75		-93.26
Total Food/Drink Cost		329.79		495.65	-165.86
Social Events - Expense	39.86		0.00		39.86
Christmas Party - Expense	1,580.17		2,015.89		-435.72
Other Social - Expense Special Games Advance	0.00		40.00		-40.00
	0.00	4 000 00	-300.00		300.00
Total Social - Expense Directors Expense	1,320.00	1,620.03	1 500 00	1,755.89	-135.86
Cleaners Expense	625.00		1,500.00 1,106.00		-180.00 -481.00
Club Manager Expense	1,122.30		348.30		774.00
Total Subcontracts		3,067.30	0.0.00	2,954.30	113.00
Total Cost of Goods & Services	-	5,017.12		5,205.84	-188.72
General and Administrative Ex					
ACBL Fees	321.10		-43.47		364.57
CBF Fees	58.41		111.74		-53.33
STaC Fees	630.09		453.59		176.50
Total Business Fees		1,009.60		521.86	487.74
Cash Short/Over		-164.15		12.34	-176.49
Depreciation Expense		300.00		300.00	0.00
Computer Software Expense		470.00		0.00	470.00
Insurance Facility	80.11		79.07		1.04
Total Insurance - Cost		80.11		79.07	1.04
Bank Charges	1.25		0.00		1.25
Cash Deposit Fees	1.92	,	4.20		-2.28
Bank Charges Total		3.17		4.20	-1.03
Office Supplies Other Printer Costs	41.41 85.98		7.61		33.80
Other Finiter Costs	00.98	-	0.00		85.98

	Actual 2018-12-01 2018-12-3		Actual 2017-12-0 2017-12-3	Difference	
Office Supplies Total Facility Supplies Rent/Lease Storage Space Rent Maintenance - Facility	0.00	127.39 107.80 3,568.75 182.00	11.50	7.61 222.96 3,568.75 0.00	119.78 -115.16 0.00 182.00 -11.50
Maintenance - Equipment Total Maintenance Cost Bell	69.26	0.00	69.26	217.25	-205.75 -217.25 0.00
Total Tel/Internet Expense Hydro One Union Gas Total Utilities Expense	418.40 108.59	69.26	245.01 92.79	69.26	0.00 173.39 15.80
Total General & Admin Expense		526.99 6,280.92	_	5,341.10	189.19 939.82
TOTAL EXPENSE	_	11,298.04		10,546.94	751.10
NET INCOME	_	-5,115.32	-	371.08	-5,486.40

Kingston Duplicate Bridge Club Inc Balance Sheet As at 2018-12-31

ASSET

Current Assets Directors Draw Cookie/food Draw Petty Cash	50.00 250.00 200.00	
Chequing Bank Account Total Cash GIC GIC 2	9,528.51 5,000.00	22,895.91
Contingency GIC	5,022.73	
Total Investments Prepaid Rent/Lease Union Gas Deposit	3,747.19 410.00	19,551.24
Total Prepaid Expenses		4,157.19
Total Current Assets		46,604.34
Capital Assests Club Furniture and Equipment	3,872.72	
Accum Deprec-Club Furn & Equip	-2,100.00	
Net - Club Furniture & Equipment Tournament Furniture & Equipm Accum Deprec - Tourn Furn & E	11,000.00 -1,600.00	1,772.72
Net - Tourn Furn & Equip Facility	3,893.24	9,400.00
Accum Depreciation - Facility	-2,100.00	
Net - Facility		1,793.24
Total Capital Assets		12,965.96
TOTAL ASSET		59,570.30
LIABILITY		
Current Liabilities Cheques Not Yet Cashed	326.75	
Total Accounts Payable HST charged on Sales HST Paid on Purchases	7,551.10 -5,384.46	326.75
HST Owing (Refund)		2,166.64
Total Current Liabilities		2,493.39
TOTAL LIABILITY		2,493.39
EQUITY		
Owners Equity Retained Earnings-Previous Year Current Earnings		60,089.67 -3,012.76
Total Owners Equity		57,076.91
TOTAL EQUITY		57,076.91
LIABILITIES AND EQUITY		59,570.30

Printed On: 2019-01-04

Statistics for 2017-2018

Lost	Income	248.00	448.00	100.00	337.00	00.599	483.00	209.00	463.00	(191.00)	65.00	514.00	903.00	4,544.00		Lost	Income	781.00	624.00	36.00	266.00	322.00	379.00	563.00	664.00	(157.00)		r	,
	_	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	<>→			_	\$	\$	s	S	\$	\$	\$	\$	\$	\$	\$	\$
Actual	Income	520.00	520.00	260.00	455.00	455.00	325.00	195.00	585.00	455.00	455.00	390.00	585.00	5,200.00		Actual	Income	715.00	520.00	260.00	390.00	390.00	325.00	325.00	520.00	325.00	1	ī	ī
		\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$				Ş	Ş	\$	S	\$	\$	\$	\$	\$	\$	\$	\$
Hypothetical	Income	744.00	808.00	416.00	260.00	704.00	496.00	328.00	880.00	384.00	632.00	00.009	1,072.00	7,624.00		Hypothetical	Income	1,120.00	672.00	256.00	504.00	464.00	424.00	408.00	800.00	432.00	1	1	í
Ŧ		\$	\$	s	\$	\$	\$	\$	\$	\$	s	Ş	\$	<>>		H		s	s	\$	\$	\$	s	Ş	\$	\$	S	\$	\$
Bought	В	∞	∞	4	7	7	2	3	6	7	7	9	6	80		Bought	В	11	∞	4	9	9	2	2	8	2	0	0	0
Pass B	Used	93	101	25	70	88	62	41	110	48	79	75	134	953		Pass B	Nsed	140	84	32	63	28	23	51	100	54	0	0	0
Actual	Income	1,024.00	896.00	896.00	1,152.00	1,280.00	1,280.00	1,280.00	1,280.00	768.00	896.00	1,152.00	1,536.00	13,440.00		Actual	Income	1,280.00	1,280.00	896.00	896.00	896.00	1,408.00	1,408.00	1,408.00	1,024.00	i	i	i
		\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	Ş	\$				\$	S	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$
Hypothetical	Income	1,048.00	1,056.00	840.00	1,384.00	1,696.00	1,592.00	1,656.00	1,448.00	648.00	784.00	1,456.00	1,952.00	15,560.00		Hypothetical	Income	1,656.00	1,752.00	936.00	1,048.00	1,144.00	1,688.00	1,888.00	1,792.00	760.00	•	1	į
Ŧ		\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$		Hyp	_	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$
Bought	A	80	7	7	6	10	10	10	10	9	7	6	12	105		Bought	A	10	10	7	7	7	11	11	11	∞	0	0	0
Pass A	Used	131	132	105	173	212	199	207	181	81	86	182	244	1945		Pass A	Nsed	207	219	117	131	143	211	236	224	98	0	0	0
YTD		336.5	708.0	1027.0	1363.5	1742.0	2115.5	2502.5	2895.0	3209.0	3527.5	3869.5	4273.5		Statistics for 2018-2019	YTD		388.5	780.5	1083.5	1476.5	1849.5	2218.0	2604.0	2996.0	3340.5	0.0	0.0	0.0
Tables		336.5	371.5	319.0	336.5	378.5	373.5	387.0	392.5	314.0	318.5	342.0	404.0	4273.5	statistics	Tables		388.5	392.0	303.0	393.0	373.0	368.5	386.0	392.0	344.5	0.0	0.0	0.0
Total Ta		1346	1486	1276	1346	1514	1494	1548	1570	1256	1274	1368	1616	17094	0,	Total		1554	1568	1212	1572	1492	1474	1544	1568	1378	0	0	0
		217	223	159	243	303	262	246	292	129	180	247	350	2,851		Passes		347	303	149	198	201	259	287	324	150	0	0	0
Board Award Passes		20	34	13	10	12	35	31	30	303	47	46	20	631		Award		24	51	20	9/	49	53	54	20	230	0	0	0
ard		51	9/	63	83	74	81	82	70	54	09	70	82	846		Board		70	26	45	69	74	69	101	82	62	0	0	0
Prepay Bo		29	44	43	56	9	64	77	29	22	39	52	51	579		Prepay B		54	99	22	96	116	116	96	135	264	0	0	0
Cash		1,029	1,109	866	984	1,060	1,052	1,112	1,111	748	948	953	1,083	12,187		Cash		1029	1092	913	1133	1052	776	1006	776	672	0	0	0
Month		April	May	June	July	August	September	October	November	December	January	February	March	Totals YTD		Month		April	May	June	July	August	September	October	November	December	January	February	March

Definitions:

5,080.00 \$ 3,770.00 \$ 3,478.00

\$

28

\$ 12,664.00 \$ 10,496.00

82

2218

299

8851

Totals YTD

Cash Players – Those players who paid \$8.00 to play bridge. Free Board – The # of games played by Board Members who play for free as recognition for the amount of personal time their responsibilities entail.

Free Awards — The # of games played by other members of the club as recognition of volunteer activities above and beyond, and those members called in at the last minute to fill out a table.

Prepaid – The number of games played by members using a 10 game pass they purchased for \$80.00.

Passes – The number of games played by members who bought a monthly pass.