



Kingston Duplicate Bridge Club Inc.

July 18, 2023

Minutes

Held on Zoom

Present: Jock Devonshire, Chris Caswell, John Gerretsen, Anne Herfst, Suzanne Ryan, Gaylia Ohlman, Kathy McDonald, Don Kersey, Terry Demers

1. Approval of Agenda

Attached

Item f. added to 4. Carryover

Moved by John to accept the agenda, seconded by Anne. Carried

2. Approval of Minutes dated June 26, 2023

Moved by John to accept the minutes, seconded by Suzanne. Carried

3. Treasurer's Reports for June, 2023 – Anne Herfst

VACB report not received. Anne will send the report via email for approval.

Anne reported that the number of guests requesting to play in our virtual games has increased. ACBL may have limits on guests in virtual games. Terry will check with Lynn Chapin.

There is a concern with guests joining in our virtual games and playing with robots. We are tracking this. If it occurs too often and the guest has been warned the director may block them from joining in our games. **Terry will contact Lynn Chapin for guidance.**

(Approval of treasurer reports will be done by email)

4. Carryover

a.) Elections and date for AGM – John Gerretsen

The AGM is slated for Saturday, September 30 at ERMUC. The space is booked from 12-6. **John will prepare a list of vacant Board positions for distribution.** At this time, we have 9 members on the Board. 6 are determined at the AGM. The positions of chief director, past president and club manager are chosen by the Board. 4 Board members are not returning for another term. The secretary position, which had been assumed by the club manager during the pandemic, will be returned to a Board position. The secretarial duties will be added to the bylaws. **Jock and Gaylia will work together and contact John with some suggestions for the vacant positions.**

b.) Additions to bylaws to address resignations. Jock and Terry will prepare item to present to the Board.

Chris pointed out that it is important to make a list of changes and note why we are making these changes. It might be good to approve all the changes with one vote. It was suggested that the duties of a facility manager be designated to the Vice President. More information is available on a list of suggestions made by the committee.

c.) Recruitment of a new club manager

A committee was formed to list and distribute duties that are presently being done by Terry. (The list is attached below) in documents. John noted that it is essential that the positions of President and Club Manager are occupied by individuals who know the game, know how to deal and get along with our members and the general public. Job descriptions are important but getting the right persons in those positions even more so.

Chris noted that we may outsource the management position. The Board would only consider this as a last resort.

d.) Regional and Sectional Tournaments. Chris Caswell's resignation as Chairman.

Chris sent a resignation notice to the Board. He is concerned that he may be moving away from Kingston and for other reasons he may not be able to fulfill his duties as Regional Chair. Terry has agreed to co-chair and back him up if needed. Chris agreed.

Regional concerns at the moment are registration fees and a safety/evacuation plan at the Quality Inn. Chris has a great committee in place. The flyer and schedule will soon be ready for distribution. We may get some financial aid from Tourism Kingston.

Terry has included sectional information in the club manager report.

e.) Incorporation update information

John has contacted the provincial incorporation branch on June 26 and July 10. He followed up today but has not got the key (password) to access our information. **Terry will check the locker to see if there is any paperwork left there.**

John contacted someone who is familiar with these forms and he will give us a quote as to how much it will cost to get our files up to date.

We may be able to find someone in the club to do this when we get the key.

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.**

5. Club Manager Report – Terry Demers attached

Suzanne moved to accept the Club Manager Report, seconded by Gaylia. Carried.

6. I/N Report – Suzanne Ryan -

Attached

Chris mentioned that our I/N players are doing well in the district and the unit races. Kudos to Suzanne for a great job organizing these events.

7. Education Report – Gaylia Ohlman

A lot of flyers for the beginner lessons have gone out throughout the city.

An ad was placed in the Senior Centre Fall Program Guide and some people have already signed up.

Our beginner classes start in September.

8. Adjournment and date for next meeting.

Anne moved that the meeting be adjourned.

Next meeting Sunday, August 13 at 9:00 am.



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Agenda

- 1. Approval of Agenda**
 - 2. Approval of Minutes dated June 26, 2023**
 - 3. Treasurer's Reports for June, 2023 – Anne Herfst**
 - 4. Carryover**
 - a.) Elections and date for AGM – John Gerretsen
 - b.) Additions to bylaws to address resignations. – Jock
 - c.) Recruitment of new club manager
 - d.) Regional and Sectional Tournaments. Chris Caswell's resignation as Chairman.
 - e.) Incorporation update information
 - f.) Duties and voting issues of members of the Board
 - 5. Club Manager Report – Terry Demers attached**
 - 6. I/N Report – Suzanne Ryan -**
 - 7. Education Report – Gaylia Ohlman**
 - 8. Adjournment and date for next meeting.**
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Club Manager Report

The evening games are being held in the lower hall for the same price as the activities room (\$90). This is only until September however since the lower hall is not available after August.

The Instant Matchpoint game was a challenge for a few players since many of them had never played in this event. There is another one scheduled for October.

I am not available to set up the Open Mentor Game in August.

Local Sectional Tournament Terry

- Don has agreed to direct all games \$120 per session. A big thank you. We are saving a few thousand dollars.
- Chris and George are the treasurers. We are hoping to set up preregistration at the club. It is not available through ACBL.
- Judy Speagle and Gaylia are at the welcome/registration desk.
- Marilyn is taking care of partnerships.
- No caddies yet.
- Anne Lamarche is setting up the pregame coffee, tea and sweets.
- Janet Pressacco is catering the Sunday lunch. Soup and sandwiches. \$15 covers the food, serving the food, cleanup and tax. We advertised \$10 so we will have to cover \$5 of each meal.
- On Saturday, Joyce from Edith Rankin has agreed to do a barbecue. Hamburgers and potato salad for \$10. All proceeds from the sale of tickets will go to the church fund. The food will be served between sessions and tickets can be purchased at the morning game or in advance.
- I plan to have ice cream bars available. One free bar per meal Saturday or Sunday.

The flyer is up on the ACBL tournament website and invitations have gone out to Pembroke, Alison in Arnprior, Smith Falls, Perth, Belleville and Brockville.

I/N Report for KDBC Meeting July 18/23

1. Saturday Morning Drop in for Bridge continues at Conservatory Pond every Sat (not Sat Aug 5 due to Civic Holiday weekend), 10am – noon. Two full tables were on hand Sat July 15, with Tammy providing great back-up. Anne H will set up the room Sat July 22, and Tammy will set up the room Sat July 29. Thank you to both of these members for their assistance! Every week at least 2 or 3 residents play, and sometimes 1 or 2 observe.
2. No feedback in past few weeks re the Novice Summer Mentor Program. All seems quiet on that front. Perhaps an evaluation can be sent out at the end of Aug to see how helpful this initiative was.
3. The July Intermediate Mentor game was held Monday July 17, with 6 tables participating.
4. Instead of an Aug Intermediate Mentor game we will hold Bridge in the Park, Tues Aug 15 at 6pm Lake Ontario Park Pavilion. All members are welcome. I hope this is on the website.
5. Elaine has produced a flyer to be sent out next month to all I/Ns and also to the invited Bridge Clubs regarding our Local Sectional Sept 8-10. The flyer outlines all the games and opportunities for 0-300 players. I have attempted to attach this draft flyer to the minutes. Wish me luck.

Submitted Tues July 18 by Suzanne Ryan



Kingston Duplicate Bridge Club
LOCAL * SECTIONAL TOURNAMENT
SEPTEMBER 8-10, 2023



THIS LOCAL TOURNAMENT IS IDEAL FOR NEWER PLAYERS WHO WANT TO EXPERIENCE TOURNAMENT PLAY IN A FRIENDLY SETTING. TRY SWISS TEAMS! JOIN US FOR LUNCH! COME ON OUT AND VIE FOR SILVER POINTS!

I/N (0-300) PAIRS GAMES SCHEDULE

PLAYERS MUST HAVE LESS THAN 300 MPS TO PLAY IN THESE SINGLE SESSIONS PAIRS GAMES

Friday, Sep 8th 2:00 pm
 Saturday, Sep 9th 3:00 pm

OPEN PAIRS GAMES SCHEDULE

ALL PLAYERS ARE WELCOME TO PLAY IN THESE SINGLE SESSION PAIRS GAMES

Friday, Sep 8th 2:00 pm; 7:00 pm
 Saturday, Sep 9th 10:00 am; 3:00 pm

OPEN SWISS TEAMS

ALL PLAYERS ARE WELCOME TO PLAY IN THIS DOUBLE SESSION TEAM GAME

Sunday, Sep 10th 10:00 am & TBA
 Teams consist of 4-6 players, all of whom must play in at least half the matches. Teams must play in both sessions. Please register your team early!

LUNCHES!!!

ALL PLAYERS ARE WELCOME TO JOIN US FOR LUNCH



Saturday, Sep 9 **BBQ Lunch \$10**

All proceeds to Edith Rankin Memorial United Church

Sunday, Sep 10
Soup & Sandwich Lunch \$10



PRE-PAY & PRE-REGISTER

We would like players to pre-register (and if possible, pre-pay) for lunches and games. Let Suzanne Ryan know what games you are playing and lunches you'd like to buy (contact info at right). E-transfer the total \$ amount to KDBCtreasurer@gmail.com Thank you!

PLAYING SITE

Edith Rankin Memorial United Church

4080 Bath Road, Kingston, ON

Playing site is on the lower level; please use the rear doors. There is free parking on-site.

GAME FEES**

\$8 per person per I/N (0-300 MPs) session***

\$12 per person per OPEN session

\$96 Swiss Team (both sessions, all players)

** Players need an ACBL # to play. Free memberships are available. Contact Terry or Suzanne. *** If a player registers for an I/N session that is not held due to insufficient entries, that player has the option of playing in the OPEN session offered at that time at no extra cost, or a refund.

I/N COORDINATOR & PARTNERSHIPS

Contact our I/N Coordinator, Suzanne Ryan, with your name, MPs, the date(s) and session(s) (indicate OPEN or I/N) for which you need a partner. Suzanne will get back to you! Contact Suzanne Ryan at 613-572-4895 or misssryan44@gmail.com

TOURNAMENT ADMINISTRATION

Director-in-Charge: Don Kersey

Tournament Chair: Terry Demers 613-770-3566 or bridgecentrekingston@gmail.com

* All games award 80% Silver + 20% Black MPs at 100% Sectional rating. All games subject to sufficient entries. Stratification: none/1500/500 (OPEN games); 300/100/50 (I/N games), based on average MPs. Stratification may be changed by the D-I-C. COVID Protocols: hand sanitizer and masks will be provided. Masks are not mandatory, except if someone at your table requests that you wear one. Protocols subject to change per KFLA Health Unit or ACBL directives. ACBL Sanction #2309367

Let's Go To A Tournament!

Committee list of duties.

Reallocation of Club Manager duties

Scheduling of games and ACBL correspondence: (Club Manager)

- a) Submitting the monthly reports required by ACBL
- b) Submitting correspondence on club matters to ACBL
- c) submitting the application for sanction renewals and special games to the ACBL and CBF
- d) providing a schedule of approved games with the type of game and entry fee specified to the Chief director
- e) updating monthly schedules on the website and the calendar provided to the members
- f) arranging the appropriate sets of boards to be dealt for each game. (The actual dealing of the boards can be delegated to other members)
- g) ensuring that bridgemates, boards, score cards, conv cards, pencils, are available at any playing location
- h) paying ACBL table fees at the end of each month and forwarding invoice to the Treasurer
- i) forwarding ACBL's monthly virtual activity (VACB) report to the Treasurer
- j) responding to general member inquiries
- k) attending ACBL Club Manager meetings
- l) attending KDBC Board meetings
- m) liaising with other officers as required

Facilities and Safety Management (allocate to a Board member such as the Vice President)

- a) maintaining game supplies
- b) issuing and keeping track of keys to the Club's premises
- c) arranging to replace and repair the equipment and furniture as needed, but seeking approval of the Executive for all expenditures greater than \$500
- d) arranging playing venues
- e) maintaining storage lockers
- f) maintaining an inventory of all fixed assets and advising Board
- g) addressing safety of the playing environment

Secretarial Duties (reinstate Secretary position on Board)

- a) secretarial duties as defined by the Bylaws
 - a. To keep minutes of all meetings of the Board and Members,
 - b. To give notice of all meetings with a proposed agenda,
 - c. To conduct and preserve the correspondence of the Club,
 - d. To report to the province as required by the Corporations Act,
 - e. To perform such other duties pertaining to the office of the Secretary as the Board may require.
- b) arranging the publication of a newsletter several times a year
- c) posting club news on the website
- d) maintaining an annual membership roster
- e) corresponding with members
- f) communicating with the "Sunshine" volunteer to correspond with members concerning death and sickness of members
- g) posting minutes and reports to the Board on the website
- h) updating policies based on Board decisions and posting on the website
- i) update any approved changes to the By-laws and post on the website.

Reallocate duties to existing positions:

Chief Director:

- a) establishing a list of qualified game directors
- b) assign a director to the games schedule

I/N Rep:

- a) arranging all mentor games (including the open one held on the first Thursday of the month)
- b) welcome new members into the Club

Partnership Coordinator

- a) identifying partnerships for team games
- b) arranging partners for new members