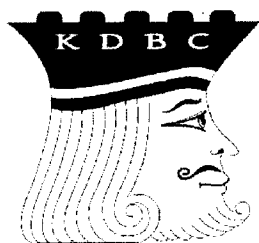


**Kingston Duplicate Bridge Club Inc.**  
**Agenda for the Board Meeting**  
**April 17, 2018**  
**Held at the Bridge Centre**

1. **Adoption of the Agenda** - John Gerretsen
2. **Approval of the Minutes of the Board Meeting of March 13, 2018** (Appendix A) – John Gerretsen
3. **Treasurer's Report and Financial Statements** (Appendix B) – Bill Mitchell
  - a. New statistics format for consideration (Appendix C)
4. **Club Manager's Report** (Appendix D) – Terry Demers
5. **Social Chair's Report** (Appendix E) – Bob Fowkes
  - a. Report on the Dennis Johnston Team Game (food and drink) (Appendix F)
6. **I/N Representative's Report** (Appendix G) – Hamish Taylor
7. **Business Arising from the Minutes**
  - a. Salvation Army Hamper Fund Issues – John Gerretsen
  - b. 2019 Sectional
    - i. Coordinator Contract – John Gerretsen
    - ii. Sanction – Terry Demers
  - c. Communications with Members following Board Meetings – John Gerretsen and Terry Demers
8. **New and Unfinished Business**
  - a. Books for Sale and Library – Charlie Waddell and Terry Demers
  - b. Draft Free Play Policy (Appendix H) – Greg McKellar and Terry Demers
  - c. Review Engagement Sub-Committee update – John Gerretsen
  - d. Balancing the Field/Fair Stratification of Games update – Hamish Taylor
  - e. 2018-19 Education Budget and Plan (Appendix I) – Charlie Waddell
  - f. Prizes for Club Championships – Charlie Waddell
  - g. Thermostat Control – Bill Mitchell
  - h. Updates on progress on items in Section 9 (various)
9. **Deferred/On-going Items (to be brought back to future meetings)**
  - a. 2018-19 Budget (Bill Mitchell, May 2018) (from Nov 2017)
  - b. Policy Index for Board Decisions (Sharon Boal and Elaine McDougall, ongoing) (from Nov 2017)
  - c. Report on BOT Play (Don Kersey, ongoing) (from Jan 2018)
  - d. 6-month review of viability of Sunday game (Board, August 2018) (from Oct 2017)
  - e. Sanctions for future Regionals (John Gerretsen, after 2018 Regional) (from March 2018)
  - f. In memoriam donations (Sharon Boal, timing TBD) (from March 2018)
10. **Next Meeting Date:** May 8, 2018
11. **Adjournment**

*Board Members: John Gerretsen – President; Carol Harries – Past President; Greg McKellar – Vice-President; Bill Mitchell – Treasurer; Elaine McDougall – Secretary; Terry Demers – Club Manager; Charlie Waddell - Education Chair; Hamish Taylor - I/N Representative; Marilyn Lindsay - Partnership Chair; Sharon Boal - Promotions Chair; Bob Fowkes - Social Chair; Riet Haaksman– Member-at-Large; Marlene Young – Member-at-Large.*



**Kingston Duplicate Bridge Club Inc.**  
**Minutes for the Board Meeting**  
**April 17, 2018**  
**Held at the Bridge Centre**

**1. Adoption of the Agenda - John Gerretsen**

Motion to approve the Agenda as circulated with the correction of the next meeting date to May 8, 2018; moved by Sharon, seconded by Terry. Motion passed.

**2. Approval of the Minutes of the Board Meeting of March 13, 2018 (Appendix A) – John Gerretsen**

Motion to approve the Minutes as circulated; moved by Marlene, seconded by Bill. Motion passed.

**3. Treasurer's Report and Financial Statements (Appendix B) – Bill Mitchell**

**a. New statistics format for consideration (Appendix C)**

Bill went over his reports as previously circulated and described the additional information that is available with his new statistical report. Free games that are given to all players for a special event (such as the Salvation Army Christmas Hamper game) will be footnoted (so that they are easily distinguished in the report from other free plays). There was discussion about the pros and cons of passes, and Terry asked if the price of the I/N Pass should be increased. There is on-going ambiguity about what games the I/N Pass can be used for.

Motion to review the pricing and application of the I/N Pass at the next meeting; moved by Sharon, seconded by Elaine. Motion passed.

It was also agreed that the \$3000 advance given to the Regional committee for costs associated with the 2018 Regional should not be classified as an "expense". Other points about costs associated with the Regional were discussed. It was agreed that the Board will have a full discussion of various aspects of future Regionals after this year's tournament is completed and the report on it received by the Board.

Motion to approve the Treasurer's Report as circulated; moved by Bill, seconded by Marlene. Motion passed.

**4. Club Manager's Report (Appendix D) – Terry Demers**

Terry presented her report as previously circulated. The new Bridge Buddy cards are on order, but delivery is delayed until at least May. The Confidentiality Agreement has been signed by all the volunteers who make boards, and the Board confirmed that at this time the Agreement does not need to be signed by any other individuals, although if needs change or issues are brought to the Board, this decision may be revisited.

The Dealing Machines have been sent for maintenance and repair. The one used for the Regional had issues mis-reading cards, but that seems to have been fixed with a software patch.

Motion to hold a Longest Day Charity Game on June 18, 2018 (at our regular Monday evening game time); moved by Charlie, seconded by Terry. Motion passed.

Motion to approve the Club Manager's Report as circulated; moved by Riet, seconded by Hamish. Motion passed.

**5. Social Chair's Report (Appendix E) – Bob Fowkes**

**a. Report on the Dennis Johnston Team Game (food and drink) (Appendix F)**

Bob presented his reports as previously circulated. The Dennis Johnston Game make a miniscule profit on the food (more or less break-even). He asked if the Board wished him to ask Ramekins if they could cater the food for the Christmas Party, and this was agreed.

**ACTION: Bob to contact Ramekins regarding catering the 2018 Christmas Party at the Club.**

There was discussion as to whether the Club should change some of its kitchen practices and food offerings to be environmentally positive (water cooler, elimination of Styrofoam cups, elimination of offering bottled water for sale, etc.). It was agreed that more information is needed before the Board can make a decision.

**ACTION: Terry to get prices for a water cooler.**

Motion to approve the Social Chair's Report as circulated; moved by Bob, seconded by Hamish. Motion passed.

**6. I/N Representative's Report (Appendix G) – Hamish Taylor**

Hamish presented his report as previously circulated. He noted that he surveyed I/N players after the Dennis Johnston Game and the comments were very positive (4-5 stars, overall), but there is an on-going problem with the definition of "I/N". It is not likely fixable with respect to the Dennis Johnston Game (given its established definition) but that the Board could consider more team games like this but with a stricter definition of I/N (e.g., players who regularly/mostly play on the open side would not be eligible to play as "I/N" players).

He also requested that the Club make some effort to encourage I/N players to participate in the upcoming Regional, perhaps devoting one of Terry's or Brian's classes to this, and covering topics such as: etiquette, filling out your convention card properly, types of games etc. The Board agreed that this would be good idea.

**ACTION: Terry to organize a brief session(s) on "Playing at a Regional" for I/N players.**

Motion to approve the I/N Representative's Report as circulated; moved by Hamish, seconded by Marlene. Motion passed.

**7. Business Arising from the Minutes**

**a. Salvation Army Hamper Fund Issues – John Gerretsen**

John reported that he met with Kirti regarding his concerns with the Salvation Army Hamper Fund and that Kirti suggested that the Club consider supporting another charity (UHFK, Martha's Table or Partners in Mission Food Bank). It was agreed that John would first contact the Salvation Army to inform them of our concerns and see if they have a solution before the Board makes a decision on what charity to support. Terry will give John the donation totals raised over the past few years for the Hamper Fund.

**ACTION: John to contact the Salvation Army.**

**b. 2019 Sectional**

**i. Coordinator Contract – John Gerretsen**

**ii. Sanction – Terry Demers**

John reported that he met with Brian to discuss his contract for the 2019 Sectional. Two changes are included in this year's contract: the contract stipulates that Brian and the Club will share the net proceeds 50/50 after all expenses are paid (including HST), and further, the contract guarantees Brian a minimum payment of \$500 (in the event that the tournament's net proceeds are less than \$1000). Two locations are being looked at for possible venues: the Portuguese Club on Division Street and the Legion on Montreal Road. Terry reported that Brian has indicated that he will look after getting the sanction for the tournament.

**c. Communications with Members following Board Meetings – John Gerretsen and Terry Demers**

It was agreed that John and Terry would get together following Board meetings to send out a brief email note to members on anything of interest/importance that occurred during the Board meeting, and that this would be

sent out after the Board meeting. This would be an informal, but timely communication, as the Minutes do not get posted until a month after the meeting has occurred.

## **8. New and Unfinished Business**

### **a. Books for Sale and Library – Charlie Waddell and Terry Demers**

This item is deferred until the next meeting.

### **b. Draft Free Play Policy (Appendix H) – Greg McKellar and Terry Demers**

In Greg's absence, Terry presented this item and noted that some free plays had been omitted (students who attend the Saturday lesson can stay and play for free in the Saturday game). Hamish suggested that the new players who came to the Rookie-Mentor game should get a note from the Club, letting them know about our lessons and giving them a free pass for one of the second Thursday Newcomer Mentor games.

Motion to approve a one-time free pass for the second Thursday Newcomer Mentor night to all new players who participated in the Rookie Master Game; moved by Hamish, seconded by Marlene. Motion passed.

**ACTION: Terry to email players, and to add all lessons to the Calendar feature on the website.**

The discussion about the draft free play policy focused on the proposed categories, and whether or not they are a) clearly delineated, b) comprehensive, c) serve a purpose in advancing the Club's goals and d) where the award is for a contribution to the Club that the award is proportionate to the contribution made:

Re Category 1 – it is not clear if that the coordinator for the Second Thursday Newcomer Mentor game merits on-going free play. The role initially was a significant amount of work, however now it is streamlined (with an email sign up) and the current co-coordinators do not take a free pass for their work. If this is agreed to be eliminated, it will need a motion of the Board, however, as it is current policy.

There are no other issues with Category 1.

Re Category 2 – this received the most discussion, as it involves volunteer contributions and is the least clear-cut of the categories. Both this category, and the "General" preamble, refer to "significant" "special" or "ongoing" member contributions as warranting recognition in the form of free plays, but then further defines these as involving "donations", "facility maintenance" "food provision" "contributions that facilitate or enhance club operations". "Casual" efforts such as selling entries or dealing boards are explicitly excluded. However, the Board wondered why activities like selling entries or dealing boards are not either "ongoing" or activities that "facilitate club operations". Sharon's note, sent to Board members in advance of the meeting, tried to get at the separation of volunteer activities in this document and had asked if the division between volunteer work was seen as "time contributions only" (no free play) vs "contribution of special expertise or money" (free play). It was agreed that if members contribute financially to the club, they should be reimbursed. It was otherwise a very lively discussion of why some volunteer work should merit free play while other volunteer work does not, or if any volunteer work should be rewarded with free plays at all (perhaps a dinner, or special "thank you" game instead, annually?).

Re Category 3 – no issues

Re Category 4 – what is the rationale for this? Also, we seem to treat different charity games differently.

Re Category 5 – no issues

Re Category 6 – no issues, although we don't seem to have a category that captures the free plays we have give to players who bring a new person to the Sunday game. Is it meant to be here? If so this needs rewording.

The Board thanked Greg and Terry for a great start in sorting out this complicated issue and looks forward to further discussion.

**ACTION: Greg and Terry to review comments and respond.**

c. Review Engagement Sub-Committee update – John Gerretsen

The Review Engagement Sub-Committee met last week and decided on changes to our procedures in order to protect the Treasurer and changes to our By-Laws regarding the requirement to have an Audit. Regarding the first item, it was agreed that a second individual should verify monthly balances (Director's sheet totals against deposits and bank account balance) as our current system only has the Treasurer verifying the latter two items. It was agreed that John Gerretsen would do this with Bill for the next few months as we set up a system. Bill indicated that he also still wanted Gaylia to review his books at the Year End.

With regard to the second item, our By-Laws currently require us to have an annual Audit. Under the Act, an Audit must be completed by an individual who is not a member of the Club and who does not have a contractual relationship with the Club, and as such, we are currently (and have been) in violation of our By-Laws. Marvin Baer suggests that the fine for this will be small (compared to the cost of an Audit), or we could rescind that portion of the By-Law immediately (which would then be voted on at the AGM if we wish to make the change permanent). In two years or so, once the new Act is proclaimed, we will have to have either an Audit or a Review Engagement unless a vote by 80% of the membership waives that requirement.

Motion to rescind our By-Law requiring an Audit; moved by Charlie, seconded by Riet. Motion passed.

**ACTION: John to do a monthly check-and-balance of the Director's Sheets with the Bank Deposits and Account Balance.**

**ACTION: Bill to ask Gaylia to review his books at Year End.**

d. Balancing the Field/Fair Stratification of Games update – Hamish Taylor

Hamish ran a demo of his program which will fairly stratify the field both in 1/3 segments within a direction and evenly between N/S and E/W. The disadvantage is that players will not have a seat assignment until all players have paid and registered. This will delay game time a bit and may be a difficult cultural change for members. However, the program certainly allows us to properly stratify games according to our obligations under the ACBL. It was agreed that Hamish would run a "shadow trial" (not to be used, but just to determine timing) on a Tuesday game. April 24<sup>th</sup> is the likely trial date.

e. 2018-19 Education Budget and Plan (Appendix I) – Charlie Waddell

Charlie presented his budget as previously distributed. There was discussion as to whether we also needed to fund software for the electronic "white board" and if the Club needed to buy a laptop to run the program. It was also debated as to whether having a TV screen fixed on the wall was preferable to having one on a mobile stand (there are pros and cons to both models). It was agreed that this item should come back to the next meeting for further discussion.

f. Prizes for Club Championships – Charlie Waddell

Charlie reported that he had been asked by members to reconsider the recent change made to prizes for Club Championships. Originally a bottle of wine, then a free play, the prize is now a book from the Club. Members had requested that they have a choice instead.

Motion to give Club Championship winners the choice of a bottle of wine (maximum value \$10), a book from the Club, or a single free play; moved by Charlie, seconded by Hamish. Motion passed (with one vote opposed).

g. Thermostat Control – Bill Mitchell

Bill reported that there are constant requests to adjust the temperature up and down during the game, despite our programmable thermostat which has been set to provide a proper temperature in the Club. If the room becomes too warm for some members, they ask the Director to override the program and cool down the temperature, which involves turning on the air conditioning, and then the Club often becomes too cool (especially if you are seated under a vent). In addition, when a Director overrides the program they may not remember to restart the program before leaving the Club, and as a result the A/C stays on overnight, or the temperature stays high overnight (depending on the last action taken). Bill wondered if the thermostat should be locked with the key in his possession only. Sharon pointed out that Club policy states that the Director of the Game has access to the key, and all agreed that the key needs to remain resident in the Club, but not in the thermostat cover. It was agreed that the key will be kept in a secure location in the Club, and that Directors may adjust the temperature if absolutely required, but that they are also responsible for resetting the program before leaving the Club at the end of the game. Riet asked if a "Director's Check-List" should be created (and this added to it). It was agreed this was a good idea.

It was also discussed that the Club had to do more to ask the members to dress in layers, as whatever we do, the temperature of the room cannot possibly suit everyone, and many variables outside of our control affect the room temperature (and are not fixed by an adjustment in the thermostat).

**ACTION: Terry to draft a Director's Check List, and make a second key (as a back-up) for the thermostat cover.**

**ACTION: Room temperature to be a subject of communications with members.**

h. Updates on progress on items in Section 9 (various)

Sharon indicated that item 9f will be withdrawn. With regard to 9d, Marilyn reported that Sunday games have not affected attendance at other games, but that will be part of the 6-month review later this summer.

**9. Deferred/On-going Items (to be brought back to future meetings)**

- a. 2018-19 Budget (Bill Mitchell, May 2018) (from Nov 2017)
- b. Policy Index for Board Decisions (Sharon Boal and Elaine McDougall, ongoing) (from Nov 2017)
- c. Report on BOT Play (Don Kersey, ongoing) (from Jan 2018)
- d. 6-month review of viability of Sunday game (Board, August 2018) (from Oct 2017)
- e. Sanctions for future Regionals (John Gerretsen, after 2018 Regional) (from March 2018)
- f. In memoriam donations (Sharon Boal, timing TBD) (from March 2018)


**10. Next Meeting Date: May 8, 2018**

**11. Adjournment**

Motion to adjourn at 6:45 p.m.; moved by Bill, seconded by Sharon. Motion passed (with one vote opposed).

*Board Members: John Gerretsen – President; Bill Mitchell – Treasurer; Elaine McDougall – Secretary; Terry Demers – Club Manager; Charlie Waddell - Education Chair; Hamish Taylor - I/N Representative; Marilyn Lindsay - Partnership Chair; Sharon Boal - Promotions Chair; Bob Fowkes - Social Chair; Riet Haaksman – Member-at-Large; Marlene Young – Member-at-Large. Regrets: Greg McKellar – Vice-President and Carol Harries – Past President.*

  
\_\_\_\_\_  
John Gerretsen, President

  
\_\_\_\_\_  
Elaine McDougall, Secretary

## TREASURER'S REPORT

March 2018

Income for the month of March was \$10,100.82, while Expenses were \$13,677.95, for a net loss of \$3,577.13. This was due, in large part, to the donation made to the 2018 Regional Committee of \$3,000.00.

Statistics are appearing, for the first time in my report, in a new format. In next year's reports, 2018-2019, they will be generated automatically as I input the data from the Director's Slip. Some new items are added, principally types of passes bought and used each month, how much money could have been generated if the 'number of used' had paid \$8.00 instead, and the actual income from the sale of the passes. I hope this information will be useful.

I've also prepared Year-End Financial Reports comparing the Income Statement results with the 2017-2018 Budget I prepared last fall, and comparing the 2017-2018 Balance Sheet with the Balance Sheet as at April 1, 2017. These reports are preliminary as I need to get some input on what exactly needs to be done to close the year 2017-2018. Once this is accomplished I will issue final reports.

Some hi-lights from the comparative Balance Sheet:

1. Chequing Bank Account down by \$7,000.00, but that's largely due to the fact that we purchased \$10,000.00 worth of GIC's during the year creating an increase in Current Assets.
2. Large increase in Capital Assets thanks to the donation of the Tournament Furniture and Equipment by the Regional Tournament Committee.
3. A resulting large increase in Total Assets of just over \$11,000.00.
4. A large change in Total Liability because of a difference in the way I am reporting Expenses. The Cheques Not Yet Cashed account represents cheques written in April whose expense was actually experienced in March. e.g.: Manager's Expense, HST payment, Social Convener's Expense, etc. I have been advised there is a different way these expenses, and Accounts Receivable (money deposited in April that was earned in March), should be presented but I need to explore this idea some more to make sure the method will accommodate the needs of the Executive Board.

Some hi-lights from the Income vs. Budget printout:

1. The Budget figures were based on the Income Statement from 2016-2017. Those numbers were divided by 12 and, in Revenue, reduced slightly, and in Expense, increased slightly. So the Budget figures you see here are fairly close to last year's actuals. I can't produce a report comparing this year's numbers with last year's numbers because last year's financials are not in Sage, the program I am using to track our finances.
2. While Monthly Pass Sales were static, Book Sales, Coffee Sales, Individual Game Fees and Prepaid Individual Fees were lower than expected, suggesting a reduction in attendance. The Statistics report doesn't reflect such a large reduction in attendance so the Budget figures are probably out of whack.
3. We spent less than half of the budgeted amount for Game Supplies to Resell which balances the lack of sales.
4. The \$6,000.00 Tournament Expense was due to \$3,000.00 last summer to settle the 2017 Regional Tournament and the \$3,000.00 advance recently for the 2018 Regional Tournament.
5. Our cost of cookies, coffee, water, etc. is down substantially, good job Bob, keep seeking out those sales.
6. Our Special Games expenses were substantially lower while income was slightly up, yeah Bob.
7. Our Total Expense is less than budgeted by a very large margin. This suggests to me that my budget increases were too large. I will issue the new Budget with figures closer to this year's reality.

All-in-all, in spite of the gloom cast by recent monthly losses, it appears that 2017-2018 was a very successful year financially.

Respectfully submitted,

Bill

	BB	BC	BD	BE	BF	BG	BH	BI
29			Statistics for 2016-2017					
30	Month	Cash	Prepay	Board	Award	Passes	Total	Tables
31								
32	April	1,222	16	56	55	297	1646	411.50
33	May	894	19	34	45	120	1112	278.00
34	June	1,063	38	51	31	207	1390	347.50
35	July	1,063	38	57	30	206	1394	348.50
36	August	1,184	27	55	21	283	1570	392.50
37	September	1,114	27	48	46	249	1484	371.00
38	October	1,012	28	65	30	282	1417	353.80
39	November	1,148	22	42	24	310	1546	426.00
40	December	952	17	34	26	144	1173	291.00
41	January	898	28	58	43	159	1186	296.50
42	February	898	16	50	24	265	1253	312.00
43	March	1,110	20	62	12	320	1524	381.00
44								
45	Totals YTD	12,558	296	612	387	2,842	16,695	4,209.30
46								
47								
48			Statistics for 2017-2018					
49	Month	Cash	Prepay	Board	Award	Passes	Total	Tables
50								
51	April	1,029	29	51	20	217	1,346	336.50
52	May	1,109	44	76	34	223	1,486	371.50
53	June	998	43	63	13	159	1,276	319.00
54	July	984	26	83	10	243	1,346	336.50
55	August	1,060	65	74	12	303	1,514	378.50
56	September	1,052	64	81	35	262	1,494	373.50
57	October	1,112	77	82	31	246	1,548	387.00
58	November	1,111	67	70	30	292	1,570	392.50
59	December	748	22	54	303	129	1,256	314.00
60	January	948	39	60	47	180	1,274	318.50
61	February	953	52	70	46	247	1,368	342.00
62	March	1,083	51	82	50	350	1,616	404.00
63								
64	Totals YTD	12,187	579	846	631	2,851	17,094	4,273.50
65								
66	<b>Definitions:</b>							
67	<b>Individual Players</b> – Those players who paid \$8.00 to play bridge.							
68	<b>Free Board</b> – The # of games played by Board Members who play for free as recognition of personal time their responsibilities entail.							
69	<b>Free Awards</b> – The # of games played by other members of the club as recognition of volunteer activities above and beyond.							
70	<b>Prepaid</b> – The number of games played by members using a 10 game pass they purchased.							
71	<b>Passes</b> – The number of games played by members who bought a monthly pass.							



**Kingston Duplicate Bridge Club Inc**  
**Income Statement 2018-03-01 to 2018-03-31**

**REVENUE**

<b>Sales Revenue</b>			
Bridge Books	178.77		
Playing Cards	76.11		
Convention Cards/Holders	24.78		
Total Game Supplies Sales		279.66	
Coffee Sales	169.83		
Water/Pop Sales	94.96		
Total Food/Drink Sales for Games		264.79	
Dennis Johnston Team Game	232.62		
Total Social Income		232.62	
Membership Fees	119.46		
Bridge Lessons Fees	163.72		
Total Other Fees		283.18	
Individual Game Fees	7,427.43		
Monthly Pass A	1,359.29		
Monthly Pass B	517.70		
Prepaid Individual Fees	96.46		
Total Game Fees - Income		9,400.88	
Interest - Revenue	6.85		
Miscellaneous Revenue	-123.52		
Year-End Adjustment	-243.64		
Total Other Revenue		-360.31	
<b>Total Revenue</b>		<b>10,100.82</b>	
<b>TOTAL REVENUE</b>		<b>10,100.82</b>	

**EXPENSE**

<b>Cost of Goods Sold</b>			
Playing Cards - Cost	408.00		
Shipping	30.92		
Total Cost of Game Supplies to ...		438.92	
Water/Pop Supplies - Cost	52.69		
Cookies/Candies/etc	282.08		
Total Food/Drink Cost		334.77	
Other Social - Expense	53.99		
Dennis Johnston Team Game	175.25		
Total Social - Expense		229.24	
Directors Expense	1,850.00		
Cleaners Expense	600.00		
Club Manager Expense	783.68		
Bridge Lessons Expense	232.20		
Total Subcontracts		3,465.88	
<b>Total Cost of Goods &amp; Services</b>		<b>4,468.81</b>	
<b>Tournaments - Expense</b>			
Tournament Expense		3,000.00	
<b>Total Tournament Expense</b>		<b>3,000.00</b>	
<b>General and Administrative Ex...</b>			
ACBL Fees	303.96		
Total Business Fees		303.96	
Cash Short/Over		5.31	
Depreciation Expense		300.00	
Incorporation Expense		300.00	
Computer Software Expense		751.48	
Insurance Facility	79.07		
Total Insurance - Cost		79.07	
Cash Deposit Fees		11.62	
Office Supplies		272.48	
Facility Supplies		31.45	

Printed On: 2018-04-12

**Kingston Duplicate Bridge Club Inc**  
**Income Statement 2018-03-01 to 2018-03-31**

Donations		100.00
Rent/Lease		3,568.75
Storage Space Rent		182.00
Maintenance - Facility	-179.65	
Total Maintenance Cost		-179.65
Bell	69.26	
Total Tel/Internet Expense		69.26
Hydro One	265.45	
Union Gas	147.96	
Total Utilities Expense		413.41
Total General & Admin Expense		6,209.14
<b>TOTAL EXPENSE</b>		<b>13,677.95</b>
<b>NET INCOME</b>		<b>-3,577.13</b>

Printed On: 2018-04-12

**Kingston Duplicate Bridge Club Inc**  
**Comparative Balance Sheet**

Page 1

	As at 2018-03-31	As at 2017-04-01	Difference
<b>ASSET</b>			
<b>Current Assets</b>			
Directors Draw	50.00	50.00	0.00
Cookie/food Draw	250.00	250.00	0.00
Petty Cash	200.00	200.00	0.00
Chequing Bank Account	19,501.77	26,808.97	-7,307.20
<b>Total Cash</b>	<b>20,001.77</b>	<b>27,308.97</b>	<b>-7,307.20</b>
GIC	9,528.51	9,528.51	0.00
GIC 2	5,000.00	0.00	5,000.00
Contingency GIC	5,000.00	0.00	5,000.00
Contingency GIC Interest	6.85	0.00	6.85
<b>Total Investments</b>	<b>19,535.36</b>	<b>9,528.51</b>	<b>10,006.85</b>
Accounts Receivable	984.00	0.00	984.00
<b>Total Receivable</b>	<b>984.00</b>	<b>0.00</b>	<b>984.00</b>
Prepaid Rent/Lease	3,747.19	3,747.19	0.00
Hydro One Deposit	0.00	430.00	-430.00
Union Gas Deposit	410.00	410.00	0.00
<b>Total Prepaid Expenses</b>	<b>4,157.19</b>	<b>4,587.19</b>	<b>-430.00</b>
<b>Total Current Assets</b>	<b>44,678.32</b>	<b>41,424.67</b>	<b>3,253.65</b>
<b>Capital Assets</b>			
Club Furniture and Equipment	3,797.72	3,372.00	425.72
Accum Deprec-Club Furn & Equip	-1,200.00	0.00	-1,200.00
<b>Net - Club Furniture &amp; Equipment</b>	<b>2,597.72</b>	<b>3,372.00</b>	<b>-774.28</b>
Tournament Furniture & Equipm...	11,000.00	0.00	11,000.00
Accum Deprec - Tourm Furn & E...	-700.00	0.00	-700.00
<b>Net - Tourm Furn &amp; Equip</b>	<b>10,300.00</b>	<b>0.00</b>	<b>10,300.00</b>
Facility	3,893.24	3,893.24	0.00
Accum Depreciation - Facility	-1,200.00	0.00	-1,200.00
<b>Net - Facility</b>	<b>2,693.24</b>	<b>3,893.24</b>	<b>-1,200.00</b>
<b>Total Capital Assets</b>	<b>15,590.96</b>	<b>7,265.24</b>	<b>8,325.72</b>
<b>Other Non-Current Assets</b>			
Computer Software	0.00	236.17	-236.17
Incorporation	0.00	300.00	-300.00
<b>Total Other Non-Current Assets</b>	<b>0.00</b>	<b>536.17</b>	<b>-536.17</b>
<b>TOTAL ASSET</b>	<b>60,269.28</b>	<b>49,226.08</b>	<b>11,043.20</b>
<b>LIABILITY</b>			
<b>Current Liabilities</b>			
Cheques Not Yet Cashied	3,179.61	0.00	3,179.61
<b>Total Accounts Payable</b>	<b>3,179.61</b>	<b>0.00</b>	<b>3,179.61</b>
HST Paid on Purchases	0.00	-10.25	10.25
HST Owning (Refund)	0.00	-10.25	10.25
<b>Total Current Liabilities</b>	<b>3,179.61</b>	<b>-10.25</b>	<b>3,189.86</b>
<b>TOTAL LIABILITY</b>	<b>3,179.61</b>	<b>-10.25</b>	<b>3,189.86</b>
<b>EQUITY</b>			
<b>Owners Equity</b>			
Retained Earnings-Previous Year	49,314.69	49,314.69	0.00
Current Earnings	7,774.98	-78.36	7,853.34
<b>Total Owners Equity</b>	<b>57,089.67</b>	<b>49,236.33</b>	<b>7,853.34</b>
<b>TOTAL EQUITY</b>	<b>57,089.67</b>	<b>49,236.33</b>	<b>7,853.34</b>
<b>LIABILITIES AND EQUITY</b>	<b>60,269.28</b>	<b>49,226.08</b>	<b>11,043.20</b>

Printed On: 2018-04-12

# Kingston Duplicate Bridge Club Inc

## Comparative Income Statement

	Actual 2017-04-01 to 2018-03-31	Budget 2017-04-01 to 2018-03-31	Difference
<b>REVENUE</b>			
<b>Sales Revenue</b>			
Bridge Books	1,393.32	2,400.00	-1,006.68
Playing Cards	638.48	360.00	278.48
Convention Cards/Holders	88.47	240.00	-151.53
Bidding Boxes	196.47	360.00	-163.53
Other Game Supplies - Sales	27.43	0.00	27.43
Total Game Supplies Sales	2,344.17	3,360.00	-1,015.83
Coffee Sales	1,508.70	2,160.00	-651.30
Water/Pop Sales	1,214.74	1,200.00	14.74
Other Food/Drink Sales	0.00	180.00	-180.00
Total Food/Drink Sales for Games	2,723.44	3,540.00	-816.56
Christmas Party - Income	3,129.60	3,000.00	129.60
Anniversary Party Income	187.50	180.00	7.50
Annual General Meeting Income	12.39	0.00	12.39
Other Social - Income	21.10	0.00	21.10
Dennis Johnston Team Game	232.62	100.00	132.62
Total Social Income	3,583.21	3,280.00	303.21
Membership Fees	2,628.26	2,500.00	128.26
Bridge Lessons Fees	1,756.67	900.00	856.67
Total Other Fees	4,384.93	3,400.00	984.93
Game Fees	19.03	0.00	19.03
Individual Game Fees	86,737.28	91,200.00	-4,462.72
Monthly Pass A	11,610.59	11,400.00	210.59
Monthly Pass B	4,544.23	4,500.00	44.23
Prepaid Individual Fees	3,523.58	4,200.00	-676.42
Total Game Fees - Income	106,415.68	111,300.00	-4,884.32
Donations	13,834.09	11,000.00	2,834.09
Sectional Tournament - Income	582.56	700.00	-117.44
Interest - Revenue	6.86	0.00	6.86
Year-End Adjustment	-243.64	0.00	-243.64
Total Other Revenue	14,179.87	11,700.00	2,479.87
<b>Total Revenue</b>	<b>133,650.33</b>	<b>136,580.00</b>	<b>-2,929.67</b>
<b>TOTAL REVENUE</b>	<b>133,650.33</b>	<b>136,580.00</b>	<b>-2,929.67</b>
<b>EXPENSE</b>			
<b>Cost of Goods Sold</b>			
Supplies for Games - cost	779.03	1,800.00	-1,020.97
Game Supplies for Sale	9.50	1,080.00	-1,070.50
Bridge Books - Cost	1,056.38	3,000.00	-1,943.62
Playing Cards - Cost	1,618.80	2,400.00	-781.20
Convention Cards/Holders - Cost	252.96	960.00	-707.04
Bidding Boxes - Cost	421.84	240.00	181.84
Other Game Supplies - Cost	48.73	0.00	48.73
Shipping	224.28	120.00	104.28
Total Cost of Game Supplies to ...	4,411.52	9,600.00	-5,188.48
Coffee Supplies - Cost	1,303.55	2,400.00	-1,096.45
Water/Pop Supplies - Cost	403.43	600.00	-196.57
Cookies/Candies/etc	2,073.18	2,400.00	-326.82
Other Food/Drink - Cost	80.59	0.00	80.59
Total Food/Drink Cost	3,860.75	5,400.00	-1,539.25
Social Events - Expense	145.45	360.00	-214.55
Christmas Party - Expense	2,015.89	2,400.00	-384.11
Anniversary Party Expense	199.79	200.00	-0.21
Annual General Meeting Expense	318.00	350.00	-32.00
Other Social - Expense	570.10	900.00	-329.90
Memorial Game Expense	108.30	120.00	-11.70
Dennis Johnston Team Game	175.25	200.00	-24.75
Total Social - Expense	3,532.78	4,530.00	-997.22

Printed On: 2018-04-12

# Kingston Duplicate Bridge Club Inc

## Comparative Income Statement

	Actual 2017-04-01 to 2018-03-31	Budget 2017-04-01 to 2018-03-31	Difference
Directors Expense	17,610.00	18,000.00	-390.00
Cleaners Expense	6,683.00	6,900.00	-217.00
Club Manager Expense	12,354.33	14,400.00	-2,045.67
Bridge Lessons Expense	1,509.30	2,000.00	-490.70
Bridge Lessons Food	93.29	300.00	-206.71
Total Subcontracts	38,249.92	41,600.00	-3,350.08
<b>Total Cost of Goods &amp; Services</b>	<b>50,054.97</b>	<b>61,130.00</b>	<b>-11,075.03</b>
<b>Tournaments - Expense</b>	<b>6,000.00</b>	<b>0.00</b>	<b>6,000.00</b>
Tournament Expense	6,000.00	0.00	6,000.00
<b>Total Tournament Expense</b>	<b>6,000.00</b>	<b>0.00</b>	<b>6,000.00</b>
<b>General and Administrative Ex...</b>	<b>195.16</b>	<b>1,080.00</b>	<b>-884.84</b>
Advertising and Promotions	195.16	1,080.00	-884.84
ACBL Fees	5,116.97	6,600.00	-1,483.03
CBF Fees	596.45	3,000.00	-2,403.55
STaC Fees	4,334.07	3,000.00	1,334.07
Total Business Fees	10,047.49	12,600.00	-2,552.51
Cash Short/Over	218.12	0.00	218.12
Depreciation Expense	3,100.00	3,600.00	-500.00
Incorporation Expense	300.00	0.00	300.00
AGM Expense	0.00	250.00	-250.00
Computer Software Expense	751.48	0.00	751.48
Insurance Facility	947.21	1,080.00	-132.79
Insurance - Board Members	768.00	800.00	-32.00
Total Insurance - Cost	1,715.21	1,880.00	-164.79
Bank Charges	125.22	0.00	125.22
Cash Deposit Fees	95.15	180.00	-84.85
Office Supplies	1,023.88	840.00	183.88
Facility Supplies	993.84	720.00	273.84
Miscellaneous Expenses	236.72	0.00	236.72
Donations	100.00	600.00	-500.00
Rent/Lease	42,817.04	43,200.00	-382.96
Storage Space Rent	546.00	600.00	-54.00
Maintenance - Facility	298.43	360.00	-61.57
Maintenance - Equipment	542.46	600.00	-57.54
Maintenance - Furniture	2,173.79	2,400.00	-226.21
Total Maintenance Cost	3,014.68	3,360.00	-345.32
Bell	833.47	900.00	-66.53
Internet	21.25	25.00	-3.75
Website	171.07	175.00	-3.93
Total Tel/Internet Expense	1,025.79	1,100.00	-74.21
Hydro One	2,766.77	3,600.00	-833.23
Union Gas	747.83	1,050.00	-302.17
Total Utilities Expense	3,514.60	4,650.00	-1,135.40
<b>Total General &amp; Admin Expense</b>	<b>69,820.38</b>	<b>74,660.00</b>	<b>-4,839.62</b>
<b>TOTAL EXPENSE</b>	<b>125,875.35</b>	<b>135,790.00</b>	<b>-9,914.65</b>
<b>NET INCOME</b>	<b>7,774.98</b>	<b>790.00</b>	<b>6,984.98</b>

**William A. Mitchell** Apr 11 (2 days ago)

to Boal, Lindsay, Waddell, Terry, Harries, John, Fowkes, Young, Hamish, Greg, me, Haaksman

Hi All,

Attached is the new statistics format I plan to use in the new year. I have just finished designing it so it's not officially included in my April report. Please have a look at it and, if Elaine will add it to the agenda, we can discuss it at the board meeting.

I would like to make the point that gathering the actual usage of passes is a bit of a chore. Sometimes the director's slip doesn't have the information on it. That is, the cash taker hasn't ticked off the names of the people using the passes and all I have to go on is the total number of passes used and have to guess at which type, A or B. If someone will ask the cash takers to please be sure to tick off the names, the information will be more accurate.

If someone, I can't imagine who (a joke, tongue in cheek, please do not take offense, your input is irreplaceable), checks the numbers of passes used in 2017, they will find an error of 47. This represents an error of 1.64%, which I consider insignificant, and considering the amount of time involved in trying to correct it, this is manual count the ticks for each game of the year, it will have to do. The numbers in 2018-2019 will be spot on, that is my commitment.

Thanks,  
Bill.

# Statistics for 2017-2018

Month	Cash	Prepay	Board	Award	Passes	Total	Tables	Pass A Used	Bought A	Hypothetical Income	Actual Income	Pass B Used	Bought B	Hypothetical Income	Actual Income	Lost Income
April	1,029	29	51	20	217	1346	336.5	131	8	\$ 1,048.00	\$ 1,024.00	93	8	\$ 744.00	\$ 520.00	\$ 248.00
May	1,109	44	76	34	223	1486	371.5	132	7	\$ 1,056.00	\$ 896.00	101	8	\$ 808.00	\$ 520.00	\$ 448.00
June	998	43	63	13	159	1276	315.0	105	7	\$ 840.00	\$ 896.00	52	4	\$ 416.00	\$ 260.00	\$ 100.00
July	984	26	83	10	243	1346	336.5	173	9	\$ 1,384.00	\$ 1,152.00	70	7	\$ 560.00	\$ 455.00	\$ 337.00
August	1,060	65	74	12	303	1514	378.5	212	10	\$ 1,696.00	\$ 1,280.00	88	7	\$ 704.00	\$ 455.00	\$ 665.00
September	1,052	64	81	35	262	1494	373.5	199	10	\$ 1,592.00	\$ 1,280.00	62	5	\$ 496.00	\$ 325.00	\$ 483.00
October	1,112	77	82	31	246	1548	387.0	207	10	\$ 1,656.00	\$ 1,280.00	41	3	\$ 328.00	\$ 195.00	\$ 509.00
November	1,111	67	70	30	292	1570	392.5	181	10	\$ 1,448.00	\$ 1,280.00	110	9	\$ 880.00	\$ 585.00	\$ 463.00
December	748	22	54	303	129	1256	314.0	81	6	\$ 648.00	\$ 768.00	48	7	\$ 384.00	\$ 455.00	\$ (191.00)
January	948	39	60	47	180	1274	318.5	98	7	\$ 784.00	\$ 896.00	79	7	\$ 632.00	\$ 455.00	\$ 65.00
February	953	52	70	46	247	1368	342.0	182	9	\$ 1,456.00	\$ 1,152.00	75	6	\$ 600.00	\$ 390.00	\$ 514.00
March	1,083	51	82	50	350	1616	404.0	244	12	\$ 1,952.00	\$ 1,536.00	134	9	\$ 1,072.00	\$ 585.00	\$ 903.00
Totals YTD	12,187	579	846	631	2,851	17094	4273.5	1945	105	\$ 15,560.00	\$ 13,440.00	953	80	\$ 7,624.00	\$ 5,200.00	\$ 4,544.00

## Statistics for 2018-2019

Month	Cash	Prepay	Board	Award	Passes	Total	Tables	Pass A Used	Bought A	Hypothetical Income	Actual Income	Pass B Used	Bought B	Hypothetical Income	Actual Income	Lost Income
April	0	0	0	0	0	0	0.00	0	0	\$ 0	\$ -	0	0	\$ 0	\$ -	\$ -
May	0	0	0	0	0	0	0.00	0	0	\$ 0	\$ -	0	0	\$ 0	\$ -	\$ -
June	0	0	0	0	0	0	0.00	0	0	\$ 0	\$ -	0	0	\$ 0	\$ -	\$ -
July	0	0	0	0	0	0	0.00	0	0	\$ 0	\$ -	0	0	\$ 0	\$ -	\$ -
August	0	0	0	0	0	0	0.00	0	0	\$ 0	\$ -	0	0	\$ 0	\$ -	\$ -
September	0	0	0	0	0	0	0.00	0	0	\$ 0	\$ -	0	0	\$ 0	\$ -	\$ -
October	0	0	0	0	0	0	0.00	0	0	\$ 0	\$ -	0	0	\$ 0	\$ -	\$ -
November	0	0	0	0	0	0	0.00	0	0	\$ 0	\$ -	0	0	\$ 0	\$ -	\$ -
December	0	0	0	0	0	0	0.00	0	0	\$ 0	\$ -	0	0	\$ 0	\$ -	\$ -
January	0	0	0	0	0	0	0.00	0	0	\$ 0	\$ -	0	0	\$ 0	\$ -	\$ -
February	0	0	0	0	0	0	0.00	0	0	\$ 0	\$ -	0	0	\$ 0	\$ -	\$ -
March	0	0	0	0	0	0	0.00	0	0	\$ 0	\$ -	0	0	\$ 0	\$ -	\$ -
Totals YTD	0	0	0	0	0	0	0.00	0	0	\$ 0	\$ -	0	0	\$ 0	\$ -	\$ -

### Definitions:

**Individual Players** – Those players who paid \$6.00 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.

**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.

KDBC Inc.  
Club Manager Report  
April 2018

**Carryover:**

1. Bridge Buddy cards are still on backorder. Maybe in May.
2. Confidentiality Agreements are ready to sign. At this time any member who deals boards is asked to sign.
3. Pads for the defibrillator have arrived. They are good for 2 years.
4. 8 new member welcome packages have been presented. Some have called to say they are impressed with the bag and its contents.
5. The dealing machine we are now using is working well after being returned from maintenance (rollers replaced) this summer. Our second machine which is used mainly for Regionals was having issues with cards being misread by the program. This problem could not be repaired by Bill Halliday. He referred me to someone named Terry. He sent instructions to make changes to the program and everything seems to be fine now. The information is in the Dealer 4 file.

**New Business:**

- a.) We usually hold a game to support our local Alzheimer's unit on the Longest Day every year. This year they are allowing the charity game to be held on any day during the week of June 17-24. The points are 70% sectional-rated black. This is the same week as the regional so we are limited to Sunday June 17 and Monday June 18. If we register with the CBF the fees would be \$1 per table plus \$1 per person however the money would be forwarded to our local branch. We could also have a collection box and donate directly to our local branch but if we do not register there will be no extra points.
- b.) The I/N mentor game held on the second Thursday of the month now starts at 6:30. Only the first Thursday evening game starts at 7:00. They have a dedicated email address: [bridgementorgroup@gmail.com](mailto:bridgementorgroup@gmail.com).

**Upcoming Events**

**Wednesday, April 18**-Charity game for Loving Spoonful.

**April 23-29**- District 1 STaC

**Thursday Evening 6:30, May 17**- Our first Imp Pairs game. Directed by Don.

**Friday, June 1- World-wide Bridge Contest- \$13 US.** What should we charge for members/non-members?

↑  
new  
table

I will be away from May 8th to May 24th.



**Bob Fowkes** Apr 7 (3 days ago)

to Bob

Hello again everyone, here are the expenses for March 2018.

Cookies, crackers, cheese, chips & candy.	\$282.08
Facility supplies, toilet paper & dish soap.	\$ 37.94
Milk, cream, butter, pop & water.	\$ 81.73
HST.	\$ 13.93
Total.	\$415.68

Another month gone by quickly. The main event this month was the Dennis Johnston team game and dinner that was well attended and went smoothly thanks to everyone who helped out. See the Income Statement and report sent to everyone earlier.

Nothing more to report, see you at the board meeting.

Chimo  
Bob

Sent from my iPad

# INCOME STATEMENT FOR THE DENNIS JOHNSTON GAME

Mar 26 (7 days  
ago)

## Bob Fowkes

to Bob

### Income

Dinners 45 X \$5.00	\$225.00
Sales of leftover chicken & salad.	33.50
<b>Total Income.</b>	<b>\$258.50</b>

### Expenses

Chicken.	\$ 87.89
Salads.	60.42
Diner rolls.	5.49
Butter.	2.75
Ice cream	12.58
Bananas	6.12
HST.	17.25
<b>Total Expenses.</b>	<b>\$192.50</b>

For a profit of \$66.00

The event went very well. We had a wonderful turnout, 15 teams in the afternoon and 12 teams in the evening thanks to the super effort of Marilyn, our partnership chair. Thanks Marilyn.

Also thanks to everyone who helped out. John Finucan, Asunta, Marleen who cut up the chicken, the members who mixed up the salads and arranged the buffet table and Betty McIver and everyone else who washed the dirty knives, forks & platters. I really appreciate all the help. As usual Brian did a great job directing and keeping things running smoothly. I think everyone enjoyed the format.

Chimo

Bob

Sent from my iPad

**I/N Representative Report April 2018**

A survey of the I/N participants in the Dennis Johnson Team Game showed that most people rated the experience as 4-5 Stars. Positive comments said that the opportunity to play and review hands with Open partners was very helpful, and the chance to play with others than the usual suspects was rewarding. Quote: "sometimes the I/Ns outplayed the Opens!"

Suggestions were good. The main one was that the day is too long (12:30-9:30). Many suggested only one session instead of two to shorten the experience. The dinner break was long, at 1.5 hours. Maybe pizza or equivalent would speed things up, and cater to non-carnivores.

Some observed that several of the "I/N" pairs rarely, if ever, play on the I/N side of the room. Given the nature of this particular game, this is pretty unavoidable. However, there was wide support for more games like this in the year – maybe quarterly. We could change the pair rules if we extended the series to avoid the appearance of loading the teams. I'm not sure exactly how to do this, but we can get creative.

It was also observed that folks are not too familiar with the mechanics of Swiss Teams. Having a brief talk on how things work, scheduled say a half-hour before the game starts, might be helpful.

Also, if there has to be a round-robin playing pattern, efforts should be made to put the more experienced I/N teams in that section. It was both confusing and somewhat unfair to novice partnerships to have to negotiate the round-robin motion AND play against Open pairs (instead of just against I/N pairs).

**Suggestions in preparation for the Regional.**

We should encourage I/N players (especially newbies) to participate. To help, I suggest

- 1) Publicizing the one-month ACBL sign-up option to allow players to play in the tournament: especially to the mentored group on Thursdays.
- 2) Devoting a Tuesday morning session prior to the Regional to topics like:
  - a. how to fill out the convention card
  - b. How regionals work: types of games and how the games function.
  - c. Regional etiquette.

**KDBC Policy on the Issuance of Free Plays****(April 2018)****General**

The KDBC recognizes the value of issuing free plays in support of clearly defined club objectives and as an expression of gratitude for *significant or ongoing* member contributions that facilitate or enhance club operations. Casual volunteer efforts by members, e.g. dealing boards/selling entries, that could reasonably be expected in the context of KDBC as a volunteer organization, shall normally not receive free plays.

**Authority**

Insofar as the issuance of a free play constitutes an expenditure, authority for issuing free plays shall rest with the Board. In order to ensure consistency, responsibility for implementing this policy, i.e. issuing free plays, shall rest solely with the Club Manager. Approval from the Board shall normally precede the issuance of a free play, however, the Club Manager shall have the discretion to issue a free play - consistent with this policy - when special circumstances warrant expediency. The Club Manager shall notify the Board as soon as possible whenever this has occurred.

**Free Play Recipient Categories**

1. For their essential ongoing contributions, the incumbents in the following positions shall receive free plays for all club games during their tenure: Treasurer, Web Master, Social Chair, Partnership Chair and I/N Co-ordinator. Where an incumbent is temporarily absent and their duties are being performed by another member, then that member shall receive free plays for the duration of this period.
2. Members who have made special or significant contributions, including, but not limited to, donations, facility maintenance or food provision, may receive free plays as approved by the Board.
3. A member or a director who fills in *unexpectedly* to play with someone whose partner is not available shall receive a free play for that game.
4. The Board may elect to approve free plays for all members participating in a special charity game.
5. The Board may elect to offer free plays as prizes for club championships or other notable club accomplishments.
6. In an effort to promote membership/participation the Board may elect to offer limited free plays for newcomers, returning visitors or local students/youth.

Note: Free plays shall normally be applicable only for club sanctioned games.

**Accounting**

The Board shall ensure that all free plays are tracked by category and that it conducts an annual assessment of the impact of free plays on the KDBC finances.



Kingston  
Duplicate  
Bridge Club

## **EDUCATION BUDGET**

### **2018-2019**

The KDBC education program is basically self financing. Our policy is that any qualified teacher can use the club to teach during a time slot that does not interfere with regular games. The philosophy is that whatever teaching is offered to our players furthers bridge knowledge and thus improves the game for all participants. All our teaching programs attract non members.

Whatever revenue the teacher collects is theirs. The exception to this is Terry's Tuesday I/N Pre-Game. Terry collects \$5 from each attendee. This money is for the club. The club pays Terry for three hours at her hourly rate. There are usually at least three tables so the program is self financing.

We have two other on going teaching programs:

Saturdays, Assunta does an introductory class. This uses the ACBL Club/Diamond/Heart/Spade books. The club buys the books and sells them to the students at cost. This program starts in September and ends in June. Students attending the Saturday morning classes are invited to stay and play at no additional charge.

Mondays, I do "Play With a Coach". The emphasis is on card play, declarer and defence. Bidding issues are dealt with during a Q&A. When requested I will present a lesson or more on a specific convention. I charge \$5.

Other teachers have offered classes on various topics but again these are self financing and do not impact the club financially. John Laverne is exploring the possibility of teaching in local schools. ACBL offers a lot of support for school/youth programs.

## **CAPITAL ADDITION**

Audrey Grant uses her "cards on the table" presentation style. Assunta uses flip charts. I use the white board. Assunta and I think it is time to up-date our teaching technology. We are asking that the club to purchase a large screen Smart TV and have it mounted on a mobile stand similar to the big screen at the front. The TV would cost about \$500 and the stand perhaps \$200. This is obviously a one time expenditure that will enhance our teaching program. It could be used for other purposes as well.

Charlie Waddell  
KDBC Education Chair