

NW Tucson Bridge Club

Board Meeting Minutes for February 5, 2025

Present: Joe, JoAnn, Joyce, George, Linda, Gayle, Steven, Jim, Cindy, Kay & Ron

The meeting was called to order at 10:00 am by Gayle. Minutes for January 6 were accepted as posted.

President's remarks (Gayle)

1. We should avoid seeking board approval by email for items that arise outside of board meetings. If such a board decision is made, these should be documented at the next board meeting. (See Old Business item #1.)
2. **Board Manuals** containing operational, legal, and financial details were distributed to members of the board. (The "Decision Book" – an extrapolation of all BOD minutes – will be added later.) We are asked to keep the contents current. They are individually numbered and are to be passed along to a successor once the board member leaves office. This documentation is considered best practice for non-profit entities.

Committee Reports

Treasurer (Steven):

1. Financial reporting will change to calendar year (Jan – Dec), beginning with Jan 2025 reporting.
2. The Jan 31 cash balance is sound at \$42.7k (\$5.7 cash, \$21.0 mm, \$16.0 CD). \$35K is considered "healthy" to meet unforeseen emergency needs.
3. George noted that our cash balance is sound enough to reimburse all equipment without the need for a loan, e.g. new director's desktop computer and bridgemate server, installed by Joyce. (The board expressed its collective thanks to Joyce.)
4. Revenue vs expenses at the end of January reflects a monthly net income of \$1.3k. Revenue vs Expenses for the 11-month period ending in Jan 2025 shows a net income of \$7.8k.
5. A 2025 budget was presented, taking mostly actuals for 2024. Small tweaks were made in categorization (but not in bottom line.). After discussion, the board unanimously approved this budget with minor adjustments. It was noted that this could change in the future based on changes in operating strategies. A copy is posted on the website under Club Business / Treasurer's Report.
6. George provided a history of our net revenues which he posted. It reflects the slow recovery from the pandemic: 2021, -\$2,000; 2022, -\$3,700; 2023, +\$4300; 2024, \$6,400; projected 2025, +11,900.

Education (Bob H by email)

1. Beginner I & Beginner II classes continue on Tuesdays and Thursdays.
2. Marvelous Monday lessons are very well received.
3. Friday 299 Play & Learn is enjoying seasonally high table counts.

Director (Kay)

1. Help in directing 2-section games is a concern. It would help to have consistent well-trained assistance for some set-up tasks.

Special Committee Report (Joe)

1. Joe, JoAnn, and Jim presented their board orientation report on Club History, Committees & Volunteer Positions. After some review and discussion, the document was approved with minor edits. Names will be removed from the core document. They will be shown as an addendum that can be easily updated as names change. The document is posted on the club website under Club Business / Club History & Operations.
2. Gayle followed with further operational information, specifically all the ongoing and monthly tasks and who is responsible for them. (*Found in Board Manual – tab 1 – Broad Strokes) Gayle recommended that an orientation program would be included annually at the first meeting of the new board.

Old Business

1. A letter and free play coupons were sent to 28 players with 500 to 750 MPs. This decision was made by email after the Jan 6 board meeting.
2. Check signing authority was changed to include Steven, Joyce and Joe.
3. Debit card holders are now Steven, Joyce, and George.

New Business

1. **Fall NLM Sectional Tournament.** Board agreed YES, we will host this tournament, with extensive promotion. **Tentative date is Sat/Sun Oct 4-5.** Joyce will investigate ACBL aid in promotion. George will investigate Unit 356 support (e.g., Flyer). Kay will support director re-certification and directing.
2. **Sit-Out Robots.** This topic will be deferred to another board meeting.
3. **Games Stratification.** After brief discussion, it was agreed that the decision for regular game stratification will be left to the Director In Charge (DIC). We always comply with stratification for special games such as StaC, NAP, GNT, etc. that are set by sanctioning organizations.
4. **Discarding old equipment.** The Facilities Manager (Joe) has authority to take appropriate action with old equipment.
5. **Capital Budget.** Board agreed that a new Capital Budget is needed. JoAnn and George are asked to work on this and bring it back to the board.
6. **Adding special games.** The Club Manager sets special games up to \$5.15 per table. Historically, the board approves games above \$5.15. The board approved a special \$7.50 game for Tuesday March 25th. Beefing up the schedule with additional more expensive games (ACBL Wide International Fund, 3x year, \$7.50/table; ACBL Wide Charity, 2x year \$7.45/table; more \$5.15 games) will be discussed by the Games Committee.

7. **Games Committee.** Joe will lead a committee to look at regular game adjustments with special focus on Tuesday and Team games. The committee members are Cindy, Ron, JoAnn, Joyce, Bonnie & Kay. They will make their report and recommendations at the March board meeting.
7a. Gayle, Bonnie, Steven and JoAnn will meet with Cayce Blanchard, president of Adobe, and others from Adobe on February 21 to see if there is any scheduling that the two clubs can coordinate for the benefit of both. Bonnie and JoAnn will update the Games Committee before they make their BOD recommendations.
8. **Strategic Plans Committee.** This item will be deferred until the March board meeting.

Next Board Meeting:

The next board meeting is planned for Wednesday, March 5 at 10 am. Board meetings will normally be held on the first Wednesday of each month at 10 am. Some board members may attend by conference call. The June 2025 meeting may be adjusted or cancelled due to Pres & VP calendars.

The meeting was adjourned at noon.

Respectfully submitted,

Jim Wolf

Board Secretary

(*revised 03.05.2025)