

WYCO Unit 422 Bridge Board Meeting Minutes – Feb 4, 2026, at 5:00 pm

Attendees: Sharon, Doug, Erika, Kristie (Linda absent)

Zoom link for the meeting:

[Click here for bridge board Zoom link for May 27, 2026.](#)

Next meeting:

May 27, 2026 over Zoom.

February 4th Meeting Minutes

- Sharon **called the meeting to order** at 5:01 pm.
- **Review of the December 17, 2025 minutes.** Sharon motioned to approve the minutes as submitted. Doug seconded the motion. Motion carried.
- **Treasurer's Report (not given, discussion postponed to our May meeting).** Funds - \$2816.36 available as of 10/21/25
- **Grants.** Sharon wants us to add a provision in the Unit 422 by-laws to specify what type of grant can be awarded by Unit 422 for bridge purposes. We need to ensure we follow the rules of the by-laws. **Action:** Kristi to produce a short statement clarifying our grant position.
- **Kristi suggests adding the following to the by-laws: "Section 10.7 Grants.** Grants awarded by Unit 422 shall be used for the purposes of bridge education, building bridge club membership, and hosting bridge events." (Doug is the Grant Chair and will follow up). Requests should be submitted to the grant chair. We'll finalize process to accept, evaluate, and respond to grant requests including a timeline for the grant process in May. Leverage D17 grant proposal form. Need to finalize an annual budget for grant requests.
- **Erika's 555 report.** Erika discussed our most recent 555 results and the 2026 555 model. New model is greatly simplified. We are doing better than most D17 units.
- **New Units Presidents Guide.** Sharon asks us to read this new manual by the May meeting and bring to the meeting for potential updates to our By-laws. Click on the sub-bullets in the document link below to read the details.
<https://files.constantcontact.com/70a34fd8501/5552557c-7d2a-4d8b-b9e8-7d646beea3c0.pdf?rdr=true>

- **Scheduling**
 - **ALZ Day (6/15).** Stephanie pep talk.
 - **Intermountain Swiss (7/29).** Confirm details in May: food, logistics, do other clubs prefer 24 boards vs. all day. 11-3 pm? Easy to get the community center on Wednesday.
 - **Robert Todd (7/20), Room is reserved.** Cathy will not cater. We need a plan for food. Discussion of possible options. Food truck? Yampa Sandwich company (super sandwich tray)? Can some club members bring a side or dessert, cookies, chips, fruit, salad. What about dietary restrictions? Ask about dietary restrictions when they sign up. Spend up to \$400. Make the shopping list for the event. Also need cups, plates, silverware, etc.
 - Discussion of dates for **future board meetings**: 5/27 in Denver (have meeting online as Erika is away), September 9th, December 16th.
- Creating a **Unit Page** on the Steamboat Bridge Website
 - Link to 555 (Erika)
 - Minutes starting in 2025 (Erika)
 - By-laws (Erika)
 - Sapphire results (add PDF image when summary arrives) (Erika)
- **Logo** brainstorm. Fit on a name tag. See ACBL logo and add our WYCO Unit 422. Add card symbol. Spur with rowel, Cowboy with Christmas lights. Branding iron with card symbols. Lots of discussion and ideas. Erika will work on new logo ideas focusing on 1) design that mentions Unit 422 & ACBL, represents both Laramie and Steamboat, simple, and can print logo or simplified version on website, name tags, flyers, and other marketing items as needed. A logo should be recognizable, and you should be able to read the text.
- **Education update.**
 - Robert Todd in July.
- **Updates about GNT and Tournaments.**
 - **Sharon's plug for participants at GNT Qualifiers**
- Kristi motions to adjourn the meeting. Doug seconds the motion. **Meeting adjourned** at 6:10 pm.
- **List of Action Items**
 - Schedule longest day and reserve the community center, invite other clubs, confirm date (Sharon)
 - Circulate action item list for Robert Todd planning (Sharon)

- Logo project (Erika), ask Cindy for D17 files. Logomaker.com, Carl Marbach,
- Unit page – Erika to collect items to add to page
- Update By-laws with Kristi's text and send out for review
- Create a grant application form – Doug
- Create treasurer's report and deliver in May - Linda
- All – Review the President's Guide and bring feedback for our by-laws to our May meeting.
- Gather latest 5/5/5 quarter update to share in May

Addendum to February Meeting Minutes – February 23, 2026

Creation of new Unit 422 Banking account. Currently the funds for the Laramie Duplicate Bridge Club (LDBC) of Unit 422 and the general Unit 422 funds are comingled in one bank account managed by the Linda Melcher of LDBC.

Linda sent the following motion to the ACBL Unit 422 Board for review and comment.

Laramie Duplicate Bridge Club would like to separate the local club funds from the Unit funds by opening a new checking account. Will the board review the motion below and either approve or send your comments. This action will allow Sharon to deposit funds into the new account and also have access to the funds through a debit card.

I, Linda Melcher, move that Linda Melcher, Treasurer of ACBL Unit 422 and Club Manager of Laramie Duplicate Bridge Club (LDBC), opens a new checking account that separates the ACBL Unit 422 funds from the LDBC funds. Today LDBC and ACBL Unit 422 funds share one account. The amount to be transferred to fund the new ACBL Unit 422 account is \$2,954.54.

The Unit 422 Board members reviewed Linda's motion through email. Erika Johnson seconded the motion. Unit 422 board members Sharon Smith, Kristi Brown, and Doug Smith all approved the motion, making it unanimous.

Action: Linda Melcher will work with her bank to create the new Unit 422 account, transfer \$2,954.54 from the LDBC account to the new Unit 422 account, and provide online access to the new account to Sharon Smith.

2026 Unit Board Meetings @ 5 pm

- February 4, 2026
- May 27, 2026
- September 9, 2026?
- December 16, 2026

2025 Unit Board Meetings

- February 13, 2025
- June 11, 2025
- September 17, 2025
- December 17, 2025