

St. Petersburg Bridge Club  
Board Meeting Minutes  
September 23, 2019

The meeting was called to order by Joanne Wharton at 3:55 p.m.

Board members attending: Sandy Adams, Bill Condoluci, Ralph Fortson, Lydia Jacobs, Linda Kneeburg, Phil Nolen, Kathy O'Connell, Lee Taylor, John Wharton, and Judy Zebos. Also attending: Charles Gill, Club Manager and Carol Garnett.

Board member not in attendance: Anne Person.

1. The minutes of the August 26, 2019 meeting were approved as presented.

2. Financial Review

John reported that the Club had sustained a loss of \$9,000 for August 2019 compared to a loss of \$300 for August 2018. The loss was due primarily to the amortization of \$900 of printing expenses for the Bridge Decks, a decrease in game revenue of \$1,300, a \$1,300 increase in ACBL expenses, a \$1,400 increase in food related expenses and an increase of \$2,700 in repairs and maintenance.

Total income through August 2019 is \$8,000 compared to \$16,600 through August 2018. The cash balance as of August 31, 2019 was down to \$45,000 from \$60,000 as of August 31, 2018. The \$45,000 balance will be significantly reduced in September due to payment for the new air ducts and new air conditioner.

3. Club Manager's Report

- a. Club Statistics – August game revenues are down approximately 9%. September appears to be on trend plus there is an extra Monday in 2019 compared to 2018. The Clearwater Sectional Tournament is October 11<sup>th</sup> – 13<sup>th</sup>.
- b. October Calendar – distributed. Changes will be made and the calendar finalized.
- c. Teaching Status, Plans – Beginner classes will be scheduled after the September 28 Learn Bridge in a Day session.
- d. Seminar Plans – Larry Cohen is scheduled for February 7. Jack Brawer and Randy Baron are scheduled for November 15. Barbara Seagram is available for a weekend in January/February. It was decided that it was too close to the date of the Larry Cohen seminar.
- e. There will be an Oktoberfest party Saturday evening, October 26. The importance of having people sign up for bringing in food was stressed. Game directors need to announce and let people know where to sign up.
- f. Calendar for 2019-2020 – distributed.

4. Old Business

- a. Bridge Reference Decks – New deck for absolute beginners is expected to be available by January.
- b. Membership – Anne and Dar are now processing membership.
- c. Member Survey – Scheduled to be released in October.
- d. Update regarding the stolen tickets – John reported that the insurance claim has been filed. The loss appears to have increased to \$5,000.

- e. Procedures Manual – Charles provided Joanne with the ACBL document on planning for tournaments. Joanne continues to add to the manual. Joanne still needs to draft the procedure for preparing the monthly calendar. Anne is in the process of drafting a Key/Alarm procedure.
  - f. Duct Replacement and New Air Conditioner – The work has been completed.
5. New Business
- a. Smoking by the Front Door – Discussed. Mike Jacobs will be asked to make a sign asking smokers not to smoke in the immediate vicinity of the main front door.
  - b. John has found someone that he will train to take over as the treasurer of the Club.
  - c. Calling rounds, cell phones, noise level – Charles to schedule a meeting with the game directors to discuss.
  - d. Nominating Committee – Anne will chair a committee consisting of Lydia, Linda, Judy and Carol Garnett. Joanne and Charles will meet with the committee before they begin their work.
6. Other
- a. Bylaws – There was discussion about possibly changing the bylaws to allow a Board member to serve three consecutive, two-year terms. Anne will chair a committee to review the bylaws and make recommendations for changes.
  - b. The Board adopted a formal policy allowing only the Club's designated charity to be advertised in the club facility.
  - c. Joanne noted that the printers need to be repaired and the office needs to be tidied. Also, something needs to be done with the microwave in the classroom. Charles will handle these items.
  - d. Phil will contact Doug Beacham about the ceiling in the classroom and other small repairs.
  - e. Sandy will put vinegar in the dishwasher.
7. Executive Session – Carol and Charles were excused and the Board went into Executive Session. The Board reviewed the Club Manager's job description and his performance for 2019. Joanne recommended that, based on current year's performance, Charles be given the same bonus as was given for 2018. Lydia agreed that he is doing less and recommended a 50% increase in the amount of the bonus. The increased bonus amount was approved.

The meeting was adjourned at 5:36 p.m.

Respectfully submitted,  
Lydia Jacobs, Acting Secretary