

Annual Report of TDBC

January 23, 2020

6:15 p.m.

AGENDA

Call to order at 6:15 p.m.

Approval of the Minutes of last AGM on January 24, 2019

Proposed Revisions to the By-Laws

*Reports to be approved, as circulated, except for the
Treasurers and Nominating Committee, to be dealt with
individually.*

Treasurer's report

Nominating Committee report

Introducing the Next President

New Business

Adjournment

Bridge... enjoy!

**2019 Annual General Meeting Minutes, Truro Duplicate Bridge Club
January 24, 2019**

Place: Lion's Club

Date: Jan. 24, 2019

Time: 6:15

Attendees: TDBC members

Invited by: President Ken MacLean

Note Taker: Myrna Elliott

Meeting called to order: President, Ken MacLean

In Attendance: Bruce & Carol Wynn, Bill Wesley, Bernadette Alain, Julie Small, Janice Edey, Bob Dorland, Charlie McIntyre, Ron & Inez Vautour, Wayne Woolfitt, Bill Stokdijk, Beverley Snow, Lorne & Shirley Cock, Carla Archibald, Bernard MacLennan, Jamie & Mary Jean Muir, Vicki MacLean, Charlotte Cooling, Boyd Wells, Jim Locke, Margaret House, Ken MacLean, Myrna Elliott.

Minutes Approved: Last years minutes were approved

Highlights of president's report by Ken MacLean:

- Appreciation to all who go above and beyond to help keep the club running smoothly
- Climate Control in the Lions Club
- Tables and table cloths
- Don Cox tournament at the Glengarry
- Several successful Social events
- Special Occasion cards
- Policy Handbook with By-Laws revised
- The Common Game
- Tuesday fundraising and social events
- Looked into alternative venues for our club to no avail.

Club Manager: Asked club members for feedback.

Education Chair: Boyd reported Jo Ann is having classes and encouraging students to come.

Refreshments: Running smoothly

Partnerships: Running smoothly, glad to have Cheryl to fill in when necessary

Social Committee: All events for year were greatly appreciated.

Chief Director: Bob thanked people for their patience.

Reports accepted as submitted:

Jamie moved and 2nd by Bob that all reports be accepted as reported, except for nominating Report and Treasurers report.

Treasurer Report: Increase in STaC games from \$4.00 to \$5.00. Julie mentioned STaC games cost more. Bridge is for fellowship. Report approved as presented.

By-law revised: The size of the executive could be reduced by eliminating 2nd Vice-President. Ken asked for a motion to accept changes to By-Laws. Moved by Beverley, 2nd by Julie. Carried.

Ken then thanked everyone.

Nomination Report: Jamie Muir

The Nominating Committee put forth the following nominees for the slate of the Truro Duplicate Bridge Club Officers for the year, 2019.

President:	Bob Dorland
Vice President:	Bernard MacLennan
Past President:	Ken MacLean
Secretary:	Bernadette Alain
Treasurer:	Janice Edey
Club Manager:	Julie Small
Chief Director:	Brandon Burton
Education:	Jo Ann Lynds
Refreshments:	Carla Archibald
Partnerships:	Beverley Snow
Social Committee:	Myrna Elliott
Member at Large:	Charlie McIntyre

Submitted by the Membership Committee....

Bob Dorland, Jamie Muir, Mary Jean Muir

New Business: Chaired by Bob Dorland, Incoming President
Appreciation was extended to Ken MacLean for his excellent work as President.

It was decided to extend a wonderful tribute to **Carolyn MacDonald** by naming an Annual Club Championship in her memory, the last Monday in January.

Bob welcomed new executive. Thanked New Glasgow for donating table cloths

Respectfully Submitted:

Myrna Elliott

TRURO DUPLICATE BRIDGE CLUB

BY-LAWS

(Revised February 2019)

1. The Club shall be called "THE TRURO DUPLICATE BRIDGE CLUB".
2. A member is any person who has played bridge at the club a minimum of FIVE times in the past Year.
3. The Executive shall consist of the President, Vice-President, Secretary, Treasurer, Past President, Chief Director, Club Manager and the Chairpersons of all committees and a member-at-large.
4. The signing officers of the club shall consist of any two of the following: President, Vice-President, Treasurer and the Club Manager.
5. The Executive shall be elected for one year, at the Annual Meeting.
6. The Annual Meeting shall be held in January of each year, at a time and place arranged by the President.
7. The Financial Year shall be from January 1st to December 31st.
8. Ten Members shall constitute a quorum for any Annual or General Meeting, and five Executive Members shall constitute a quorum for any Executive Meeting.
9. General Meetings may be called at the discretion of the President, or on a written request to the Executive by any five members.

10. Duties of the Executive and its members are as follows:

- a) **EXECUTIVE** - The executive shall have the general superintendence of the Club, with the authority to purchase supplies, and to make ordinary repairs, replacements and additions to the Club's equipment and premises, when considered necessary or desirable; to arrange games; to approve, before any commitment is made, the request of any Committee Chairperson or of others, an expenditure in excess of \$50.00 (Fifty Dollars), with the exception of the purchasing of Director's supplies and kitchen supplies.
- b) **PRESIDENT** - shall preside at all meetings of the club and of the Executive and shall have the oversight of all activities of the Club.
- c) **VICE-PRESIDENT** - the Vice-President shall, in the absence of the President, assume all the duties and responsibilities of the latter.
- d) **SECRETARY** - shall take the minutes of all meetings and submit them to the executive.
- e) **TREASURER** - shall be responsible for all revenue: keep a record of all Cash Receipts and Expenditures; submit a written financial report and a proposed annual budget at the ANNUAL MEETING; be prepared to present a report of the income, expenditures and the balance of the Club's funds since the previous meeting at any Executive meeting; pay all regular accounts. The Treasurer's Annual report may be audited by any person appointed by the Executive, which person does not need to be a CPA.
- f) **HOSPITALITY CHAIRPERSON** - shall be responsible for having available all supplies necessary for refreshments at regular games and shall be responsible for procuring such prizes/supplies/lunches for special events as recommended by the Executive. As well, the chairperson shall have oversight of the kitchen facilities.

g) **EDUCATION CHAIRPERSON** – shall be responsible for informing members on topics of ethics and etiquette and to encourage and offer instruction.

h) **PARTNERSHIP CHAIRPERSON** - shall be in possession of a members list, and shall assist members and other players in securing partners, when requested.

i) **CHIEF DIRECTOR** - shall be responsible for providing Directors for all Club games/events. As well, the chief director shall meet with all directors periodically to review, update or inform regarding current changes and practices so as to insure consistency and ACBL standards among directors.

j) **CLUB MANAGER** – shall be responsible for the duties and responsibilities on Club Manager as outlined in the ACBL Handbook, as well as informing the Executive, in advance, of all upcoming ACBL events, and in conjunction with the executive ensure all reports, fees, sanctions and special games are prepared and submitted on time.

11. Discipline of the members and other players shall be the responsibility of the Executive.

12. a) **DIRECTORS** - shall be appointed by the Executive at their first meeting of the year, and such appointments may be subject to change at any Executive Meeting. Fees for the Director shall be reviewed and set by the Executive each year, or from time to time if found necessary by the Executive.

b) It shall be the duty of the Director(s) to supervise the proceedings of the game, to see that play is carried on according to rules laid down by the American Contract Bridge League; to see that boards and other necessary equipment are available and distributed for the game; to see that boards and other necessary equipment are gathered and replaced after the completion of the play.

The decisions of the Game Director are final. Should a formal protest be lodged by any player against the ruling of the Director(s), it shall be the duty of the Director(s) to receive such protest in writing, and to present such protest to the Executive for whatever action they deem appropriate.

13. Upon any vacancy occurring in the Executive, the executive shall have the authority to fill the vacancy until the next Annual Meeting.

14. The Executive shall have the authority to set fees for Club games, and other such charges necessary in the operations of the Club.

15. a) The By-Laws may be amended by a two-thirds vote of members present at any General Meeting, provided that written notice of the proposed amendment has been given to all members in good standing at least two weeks prior to such General Meeting.

b) Written notice may be delivered by hand, mail, fax, email or other means authorized by the Executive.

c) Amendments shall come into force immediately on being approved as required. The failure of any member or members to receive proper notice shall not invalidate any action taken at the General Meeting for which notice was required so long as a good faith attempt to identify and notify all members was made and at least 90% of the members received the notice in an authorized manner and time. It shall be the responsibility of those attacking the validity of the action taken to show that insufficient notice was delivered.

16. a) The Nominating Committee shall consist of the immediate Past President, as Chairperson, the Vice-President, and a member at large to be appointed by the President.

b) The Nominating Committee shall present at the Annual Meeting a slate of members willing to serve in each executive position that the committee recommends for such positions.

17. Should it become necessary or desirable for the Truro Duplicate Bridge Club to disband, all liabilities shall be paid and the remaining assets may be disbursed to a local group with similar objectives or activities and/or to a local registered charity.

President's Report

Wow, has been quite the year.

We have met in five different locations, and moved three times, finally settling in our current home on Prince. Has been a long slow process to get settled in and still continues, but for the most part, has been a blessing. We have been able to rent space to others and share our space in support of community events and I for one would love to see this happen more.

Through the efforts of Pam and Marylyn, a very active group has participated in lessons (both for 'beginners' and 'new to duplicate') during the fall and continues on. Thank you for all your efforts and as well to the many members who came out to encourage both the potential new members and our teachers, Pam and Marylyn.

I'd like to thank all those who have served on the executive throughout the year. They worked very hard to resolve many issues, often meeting more than once a week. Their support was muchly appreciated. I'd especially like to thank Julie for the years she spent as Manager and wish her the best in the future.

We can't forget all the work and support of Ken Eisner in guiding us through a trying situation as we looked for a new home.

While the Lion's Club decided to go in a different direction and asked us to leave, we have to thank them for a wonderful relationship as they hosted us for over 20 years.

Am excited about serving as Past President for the new executive, which amazingly enough was filled very quickly by the Nominations Committee, without any twisting of arms. That rarely happens and bodes very well for the future of the club.

The future of Duplicate Bridge in Truro and area has never looked better.

Respectfully submitted,

President Bob

TDBC Partnership

Being partnership coordinator for the TDBC continues to be an active position with three or four requests received each week. We are pleased to report that with the exception of 2 or 3 requests each member was provided with a partner.

Thanks again to Cheryl Nightingale who continues to fill in during my absence.

This year the executive received a request to adopt a system which would have a fill in player on standby. In the September meeting of the executive, it was decide that the current system would remain in place but that the Directors would compile a list of players who could be called upon to play at short notice.

Respectively Submitted,

Beverley Snow

TDBC Manager's Report

Many thanks to the elected and step-in (Heather Beattie for Janice Edey and Beverley Snow for Bernadette) executive for ensuring this past year was successful for the Club; out-going president, Bob, lead the executive through a busy year, the executive worked together and achieved another successful Don Cox Tournament, Janice and Heather ensured the books were kept in shape and Janice covered month end when the Manager was not available to do so; Bernadette and Beverley kept our minutes in order, Jo Ann provided a quieter spot for our executive meetings in addition to having encouraged new players to our game, Bernadette continued to ensure our social events were well organized; Beverley made sure partners were found upon request; Carla and Myrna ensured a good supply of coffee and condiments for games and social events; Bob Dorland ensured the schedule for director's was planned in advance with backup to cover if there was need for cancellation; and many thanks to our directors who ensured games ran smoothly! And to other members who stepped up to assist with our events and those who participated!

The club participated in 12 Club Championship games (1 for each Mon-Tue-Thu per quarter that included the newly named Carolyn MacDonald and Memorial Club championships) in, six (6) ACBL interclub championships, participated in District 1 Unit 194 STaCs (6), NAPs, ACBL and CBF Fund raisers including all day Bridge Fund raiser for Alzheimers. and the 2018 Lion and Skunk was held at our club on January 19th, 2019. A new sanction was obtained for Saturday afternoon games. The Common Game was discontinued. The ACBL Live for Clubs was installed and as of February 2020 all ACBL month end reports must be submitted through ACBL Live.

I thank the Club for the opportunity to have served as Manager for the past three years.

Respectfully submitted,

Julie Small, Club Manager

Report of Social Committee

The Social Committee has had a busy year, but has run very smoothly.

Since we moved from the Lions Club, we have had two temporary homes until we arrived at our permanent spot here on Prince Street on August 15 2019.

We have addressed the problem of plastics, and have become eco-friendly. In doing so, we have eliminated Styrofoam cups, plastic water bottles, plastic creamers and canned pop. This is a wonderful feeling. We now have a nice water machine which was donated to the club. We continue to supply coffee and tea as needed. People were asked to bring their own mugs and of course people still enjoy to bring in treats as usual.

Our grand opening was held with a wonderful pot luck which everyone seemed to enjoy.

We have our own kitchen which is lovely, but needed to be stocked with simple kitchen items.

Our club members were glad to help out in any way they could.

We had great fun celebrating Halloween with treats and costumes.

Since then, we have had more social activities and have enjoyed helping out any way we can.

There is a social ladies bridge club that is enjoying having their games there, and we help out with coffee in return with their lovely treats.

We had our usual Christmas pop luck supper, which was enjoyed by everyone.

Now that we have our own place, anyone in our club can use our space for personal events or fund raisers. Some of which could be profitable. We just finished helping out with a large fund raiser that Marylyn Rudolph organized for Phoenix Youth Programs.

Jo Ann could enjoy having her annual party as well, with lots of space for everyone to enjoy.

It is absolutely wonderful to have our own place and have games and social events when we desire to do so.

Looking forward to another busy year.

Respectfully submitted,

Myrna Elliott

Truro Duplicate Bridge Club Education Report For the Year Ending December 31, 2019

**Submitted January 6,
2020**

In the winter and spring of 2019, I held a Bridge Basics I class with only 4 students. There was also an intermediate class focussing on topics each week. Supervised bridge continued on Wednesdays with regular club members coming in to sharpen their skills.

Fall classes were small and consisted mainly of intermediates focussing on opening NT ranges and conventions such as Unusual NT and the Michaels Cuebid.

Pam Dean and Marylyn Rudolph morning introductory bridge sessions on Tuesdays in the fall of 2019 and expect to continue for a few more sessions in 2020.

Due to the timing of the Christmas season the "After Christmas Bridge Party" was held on January 4, 2020 in our playing site with 13 tables in the afternoon and 9 tables playing in the team game. The pot luck supper was enjoyed by everyone!

Classes for Beginners and Intermediates begin the week of January 6, 2020, and will continue throughout the winter and spring. A 2/1 Game Force workshop is scheduled for January 11.

Respectfully submitted,

Jo Ann

Jo Ann Lynds
Education
Truro Duplicate Bridge Club

Nominating Committee Report

The Nominating Committee puts forward the following nominees
for the slate of Truro Duplicate Bridge Club Officers for the year 2020:

Past President:	Bob Dorland
President:	Bernard MacLennan
Vice President:	Ray Boudreau
Treasurer:	Heather Beattie
Secretary:	Beverley Snow
Chief Director:	Brandon Burton
Club Manager:	Pam Dean
Education:	Jo Ann Lynds
Partnerships:	Beverley Snow
Hospitality:	Myrna Elliott
Member-at-Large:	Ken MacLean

Respectfully submitted,

Nominating Committee Chair: Ken MacLean
Bernard MacLennan
Lois Lilly

Truro Duplicate Bridge Club
Treasurer's Report for the year ended December 31, 2019

Net Income \$ 1,718.14

Average Tables:	Monday	Tuesday	Wednesday	Thursday	Saturday
2019	8.1	5.2	6.9	8.3	4.8
2018	9.0	6.0	7.3	8.1	NA
2017	9.5	6.0	7.3	9.1	NA
2016	8.6	4.5	7.0	9.3	NA
	Total tables	# Sessions		Avg/Session	
2019	1,450	204		7.1	
2018	1,517	199		7.6	
2017	1,481	181		8.2	
2016	1,469	197		7.5	

Truro Duplicate Bridge Club
Comparative Balance Sheet

ASSETS	31-Dec-19	31-Dec-18
Bank	3,531	3,596
Prepaid expenses	-	50
GIC Investments	15,692	15,560
Capital Assets	7,000	4,500
TOTAL ASSETS	26,223	23,706
LIABILITIES		
Accounts payable and accrued liabilities	-	1,655
Gift Chits	22	68
TOTAL LIABILITIES	22	1,723
MEMBERS' EQUITY		
Members' equity , beginning of the year	21,983	22,569
Contributed capital assets	2,500	
Current earnings	1,718	(586)
TOTAL MEMBERS' EQUITY	26,201	21,983
TOTAL LIABILITIES AND MEMBERS' EQUITY	26,223	23,706

Truro Duplicate Bridge Club
Comparative Income Statement
For the year end December 31, 2019

REVENUE	2019	2018
Revenue - Bridge Games		
Monday Evening	6,790	5,586
Monday Evening Extra	440	274
Tuesday Afternoon	3,956	3,328
Tuesday Afternoon Extra	228	208
Wednesday Afternoon	4,044	3,044
Thursday Evening	6,890	4,870
Thursday Evening Extra	458	318
Saturday afternoon	290	-
Total Revenue - Bridge Games	23,096	17,628
Other Revenue		
GIC Interest Revenue	178	103
Rental Revenue	496	18
Total Other Revenue	674	121
TOTAL REVENUE	23,770	17,749
EXPENSE		
ACBL Regular Game Fees	1,227	1,492
ACBL Special Game Fees	1,507	941
Rent	12,013	10,100
Director's Game Play	799	575
Game Play Discrepancies	(9)	3
Free Game Chits	246	101
Prizes & Engraving	-	50
Social Committee	311	216
Birthday Program	346	-
Refreshment Supplies	248	660
Don Cox	770	885
Lion & Skunk	-	1,000
Director's ACBL Ducs	810	855
Office, Computer, Internet, Maintenance & supplies	2,318	641
Bank Charges & Interest	60	47
Vince Oddy Supplies	1,097	645
Special Purchase / Contingency Fund	309	122
Total Expenses	22,052	18,334
NET INCOME(LOSS)	1,718	(586)

Respectively submitted
Heather Beattie, Treasurer

Truro Duplicate Bridge Club
Proposed Budget
For the year 2020

	REVISED 2019 BUDGET	2019 ACTUAL	PROPOSED 2020 BUDGET	
REVENUE				
Revenue - Bridge Games				
Monday Evening	7,644	6,790	8,480	All game income budgets have been calculated using 2019 actual games played per month at the new rates
Monday Evening Extra	804	440	384	
Tuesday Afternoon	4,312	3,956	5,300	
Tuesday Afternoon Extra	505	228	288	
Wednesday Afternoon	4,489	4,044	5,605	
Thursday Evening	6,879	6,890	8,830	
Thursday Evening Extra	722	458	384	
Saturday afternoon	0	290	740	
Total Revenue - Bridge Games	25,354	23,096	30,010	
GIC Interest Revenue	175	178	185	
Rental Revenue	0	496	1,000	
Total Other Revenue	175	674	1,185	
TOTAL REVENUE	25,529	23,770	31,195	
EXPENSE				
ACBL Regular Game Fees	1,530	1,227	1,960	
ACBL Special Game Fees	1,000	1,507	1,800	
Rent	12,300	12,013	13,800	
Director's Game Play	597	799	1,050	
Game Play Discrencies	0	(9)	-	
Free Game Chits	100	246	720	Free Game chits and Birthday combined
Birthday Program	200	346	-	
Prizes & Engraving	50	0	75	
Hospitality(was Social and refreshment)			750	Social and Refreshment combined as Hospitality
Social Committee	330	311	-	
Refreshment Supplies	400	248	-	
Don Cox	900	770	900	
Insurance			450	
Lion & Skunk	500	0	1,000	
Director's ACBL Dues	900	810	900	
Cleaning			1,300	
Internet			480	
Office,Computer,WWW Supplies & Mtce	2,001	2,318	1,500	Office , Supp and Mtce only
Bank Charges & Interest	50	60	80	
Vince Oddy Supplies	800	1,097	1,080	
Special Purchase / Contingency Fund	500	309	500	
Total Expenses	22,158	22,052	28,345	
NET INCOME	3,372	1,718	2,851	