

**Minutes – Annual Meeting
December 4, 2005
Sheraton Hotel**

Annual Meeting called to order by President Jim Hansell with 154 members in attendance (total participation was 173: 154 members and 16 non-unit players. He introduced the other Board members and thanked the retiring Board members for their contributions throughout their tenure: Phil Erlenbach, Diane Bastian and Paul Schwenke. A moment of silence was observed for the members who had died during the past year.

Peggy Barbee and Mary Lou Johnson were recognized as having received the ACBL Goodwill Member of the Year Award.

Anne Hennessey presented the treasurer's report (full report on file) that stated the balance in our checking account, saving account and CD totaled \$13,464.28. She listed the various highlights of the year and thanked the members who contributed food and money for the two tournaments. She also listed how the money was used to finance the various aspects of our organization. Ed Bodo was thanked for auditing the financial statement.

Mary Jo Doherty presented the membership report (full report on file) that stated the membership increased by 10 members since the last annual meeting, adding that this is the 9th year of membership growth. The Easybridge!® program was cited as being a factor in the increase. She also stated that of the membership, 71% are non-life masters. The goal of the Unit is to continue their efforts to retain new members.

Harrison Brooke announced the result of the election: Bob Boggs and Mary Jo Doherty were re-elected to a three-year term. Liz McGuffey and Sigrid Olin were elected to a three-year term and Paul Kobrin was elected to a one-year term to complete the term of resigning Paul Schwenke. (There was a total of 31 absentee ballots of which 2 were invalidated as there was no signature on the outside of the envelope and 2 were invalidated as the member had voted for 5 candidates. Noted that this was the same number of absentee ballots submitted last year plus there was an extra 10 days for the ballots to be submitted this year).

The meeting was adjourned.

ACBL UNIT 191 BOARD OF DIRECTORS MEETING

December 12, 2005

The Bridge Center, Durham

Present

Barbara Martin Jim Hansell Pat Bodoh
Bob Boggs Anne Hennessey Liz McGuffey
Dave Ashby Darleen Boone Sigrid Olin
Mary Jo Doherty Paul Kobrin

Absent

Jay Bates

Meeting called to order by Chairperson of the election committee, Pat Bodoh. She welcomed the new members to the Board.

Following a brief discussion regarding the election of officers, the following persons were elected for the year 2006:

President: Barbara Martin
Vice-President: Dave Ashby
Secretary: Pat Bodoh
Treasurer: Anne Hennessey

The new president, Barbara Martin presided at the remainder of the meeting. She thanked Jim Hansell for his guidance and leadership throughout the years of his presidency.

The selection of ACBL chairpersons/coordinators was made:

Membership: Mary Jo Doherty, Liz McGuffey will assist
Disciplinary: Phil Erlenbach
Recorder: Harrison Brooke
Tournament Coordinator: Jay Bates
 2006 Summer Sectional: Jay Bates & Darleen Boone
 2007 Summer Sectional: Dave Ashby
 2006 NLM Tournament: Nancy Stuart & Liz McGuffey
Publicity: Darleen Boone
Novice/Newcomer: Darleen Boone
Education Liaison: Sigrid Olin
NAOP & GNT: Dave Ashby
Unit Bridge Game Coordinator: Dave Ashby
Electronic Contact: Mary Jo Doherty

Other positions designated:

Alert Publication: Bob Boggs
Holiday Party/Annual Meeting: Paul Kobrin
Mentoring: Nancy Young
Partnerships: Edy Bulthuis
 Evening Games: Maggie Linquist
 Novice Games: Sigrid Olin
Webmaster: Jeff Puckett
District Representatives: Jim Hansell (2nd person to be determined by Hansell)

Other items brought before the Board:

Anne Hennessey requested the approval of the Board to ask Ed Bodoh to perform the year-end financial review; approved.

Bob Boggs presented two lists that he has been able to compile: 1) a list of players at the Bridge Center who are not members of ACBL, Mary Jo Doherty will send a letter to those players; 2) a list of the email addresses of members and non-members. Bob is seeking approval from AOL to send mass mailings; this would provide the Unit a means by which they could communicate with members electronically.

Announcements

Information to be published in the monthly issue of the *Alert* should be submitted to Bob Boggs by the 28th of the proceeding month. Mary Jo Doherty will write the column entitled '*Board Splinters*' that was developed to inform members of the workings and decisions of the Board.

Next Meeting: Meeting scheduled for Thursday, January 5th at 4:30 PM.

Meeting adjourned.

2005 Annual Meeting-Membership Report

1. 2005 has been another successful year for Unit 191 membership. Membership has increased by 10 members, 2.3%, since the 2004 Annual Meeting. This is the 9th year of membership growth. The Easy Bridge program has greatly contributed to this trend.
2. Of the unit's 434 members, 336 or 71% are non-life masters. 98 have attained a ranking of life master or higher.
3. A unit goal is to continue efforts to retain new members by offering limited games, regular lessons by excellent, qualified teachers, a zero tolerance environment, new member and lapsed member follow-up.
4. Your suggestions regarding membership are welcome and should be sent to the membership chairman.

ACBL UNIT 191 BOARD OF DIRECTORS MEETING

November 28, 2005

The Bridge Center, Durham

Present

Jim Hansell

Bob Boggs

Jay Bates

Anne Hennessey

Diane Bastian

Pat Bodoh

Barbara Martin

Darleen Boone

Philip Erlenbach

Mary Jo Doherty

Absent

Dave Ashby

Guests

Jan Walker

Nancy Stuart

Jeff Puckett

Meeting called to order by President Hansell

Secretary's Report: Revised minutes distributed October 31st of the October 27th meeting were approved.

Old Business: Monday Easybridge!® program has requested that the limit of their game be increased to the 49 or 99 Master Point range which might create a conflict with the Senior Center non-sanctioned game. Noted that a 49er or 99er game would be offered by directors who rent the location; neither Bob Boggs, owner of The Bridge Center, or the Unit has jurisdiction even though the Unit assisted in the start-up fees the Easybridge!® program. Diane Bastian as Education Coordinator will provide council to the directors and get feedback for the Board for future Easybridge!® programs.

New Members Booklets: Mary Jo Doherty reported that the pamphlets (The Exciting World of Bridge) for new players have been ordered which will be given to prospective members; she learned that the ACBL no longer distributes to new members "A to Z Member Guide" which is available at \$1.35 each. At the January meeting, the 'guide' will be available for the Board to examine with the idea of sending or presenting it to each new Unit member.

New Business: None

Report of Standing Committees/Coordinators

Membership: Mary Jo Doherty reported the Unit has a total of 430 members with 7 new players and 1 transferring in and 1 transferring out.

Holiday Party: Barbara Martin stated that 136 members have made reservations to attend. The Unit has guaranteed the Sheraton \$4500, which means there will be a deficit of \$1100 for the hotel charges. Along with the other associated costs, the total lost will be approximately \$2000 unless there is an increase in attendance. Last year the party was subsidized \$965 by the Unit. All Board members were asked to encourage members to attend that annual event. Barbara will contact the Raleigh Unit for appropriate announcements.

The bulletin board to recognize volunteers has been prepared: It will be displayed on Sunday and later at The Bridge Center. Other details are organized. Several Board members will assist with setting up the tables since Dave Ashby who normally delivers them, will be unable to attend.

NLM Tournament: Guests Jan Walker & Nancy Stuart attended to discuss their report (on file) that had been submitted earlier to Board members. They noted that the financial deficit of \$102 was due mainly to the reduced number of teams playing in the Sunday Swiss Team event and to the decreased amount of cash donated. Determined that unless members are specifically asked to donate food items or cash, they won't volunteer: It had been decided earlier that there would not be a hard push for either. The Board

determined there should be a medium established for future solicitations. It was also suggested that the Unit offer Swiss Game events at the local games prior to the tournament for the NLM players to become familiar with the game and its strategies. Another possibility would be to schedule a one-session Swiss Team Game on the Sunday of the tournament as many NLM players lack the stamina to play in a two-session event when they begin playing tournament bridge.

Website: Webmaster Jeff Puckett attended to discuss the various items that Hugon listed in his letter (on file) in which he wrote that the "website is in disrepair." Determined that one of the major problems was that the coordinators of the special games/events were not providing Jeff with the necessary information for it to be posted on the site. He spends several hours each month imputing the data. Diane Bastian, Education Coordinator led the discussion as to how the site could better serve our players other than the listing of instructors with their scheduled lessons and having links to educational sites. She and Jeff will develop a framework that will be presented to the Board for their approval in January. Barbara Martin stated that the Unit needs an email listing of its members for communication purposes. In the past, the Unit has relied on a member who has an address book that lists members wishing to receive his communiqués. The idea of listing members email addresses on the website along with a password for privacy was revisited. Jeff will study both issues.

Announcements

Disciplinary Committee: Phil Erlenbach listed the members serving on his committee: Larry Honeywell, Glenn Marek and Deborah Lechner. He explained that his committee follows the procedures established by ACBL. All grievances are first documented and submitted to the Unit's Recorder who maintains the file. It is the Recorder's responsibility to refer problems that breach ACBL regulations to the Committee for their ruling.

ACBL Incentive Program: Treasurer Anne Hennessey reported that the Unit had received \$610.93 from ACBL as part of their cooperative program. The Unit had advertised the Easybridge!® programs and received a 75% reimbursement.

Summer Sectional: Dave Ashby will be co-chairing the 2007 tournament; he will work with Jay and Darleen during the 2006 tournament to acquaint himself with the details.

Next Meeting: Meeting scheduled for Thursday, December 8th at 4:30 PM for the sole purpose of electing officers and naming chairpersons/coordinators.

Meeting adjourned.

ACBL UNIT 191 BOARD OF DIRECTORS MEETING

October 27, 2005
The Bridge Center, Durham

Present

Jim Hansell
Mary Jo Doherty
Jay Bates
Anne Hennessey

Pat Bodoh
Bob Boggs
Dave Ashby

Absent

Diane Bastian
Barbara Martin
Darleen Boone
Philip Erlenbach

Meeting called to order by President Hansell

Secretary's Report: Minutes of the October 3rd meeting were approved.

Treasurer's Report: Subsidies: A bill has been submitted to Treasurer Anne Hennessey for the Easybridge!® programs supported by the Unit: Previously the Board had discussed the UGS Action Plan with the proposed budget covering teachers and facility costs in order to offer free plays to new players for the first three weeks (4/4/05). Bob Boggs announced that the Bridge Center was not charging the programs rental fees during their 'free play' games. It was determined that the Unit should pay the two directors (Ruth Ann Schwenke & Doreen Marek) their fees: Approved that each would receive \$80 reimbursement for their services.

Determined that the program in Roxboro directed by Keith Starr did not fit the criteria for reimbursement since it was not a Unit sponsored program and that the Unit had assisted in the program by loaning him card tables.

Certificate of Deposit: Current CD (value of \$5,135.80) will expire 11/12/05; Approved that the certificate is rolled over.

Old Business

Nominations/Election Committee: The committee considered 18 candidates and determined it was important to consider only NLM members since the current Board was made up of a majority of Life Master members. The list was narrowed to 9; all were contacted; 5 accepted. The slate will consist of Bob Boggs, Mary Jo Doherty, Paul Kobrin, Maggie Lindquist, Liz McGuffrey, Sigrid Olin & Jeff Puckett. Each candidate was requested to submit a brief bio of their background and contributions to the Unit: The info along with the slate will be published in the November issue of the *Alert*.

The protocol for absentee voting will be as it was last year with the additional request that voters print their name on the outside of the envelope underneath their signature. Absentee voting will be November 14th through December 3rd at all Unit games either through a director at the Bridge Center or Board representatives at the other games.

New Business: None

Report of Standing Committees/Coordinators

Membership: Mary Jo Doherty stated that there has not been an ACBL update regarding membership numbers since our last meeting. She announced that last year's NLM membership was 310, it is 315 this year; in like manner, the LM membership was 110 and is now 92.

The new member packets were discussed: Mary Jo recommends that we offer different packets for new members and for prospective members. She is proposing that the information for prospective members be available at each club and with all Board Members: Determined that the packet should include "The Exciting World of Bridge" (Mary Jo will order 100 copies/\$15 from ACBL) with a letter that lists the various Unit games plus a Unit free play, to be designed by Bob Boggs.

The new member packets will include a copy of "A to Z Member Guide" (once it has been determined that ACBL no longer sends it to new members), if not, the Unit will order copies. Due to the expense of mailing the booklet, they will personally be given to new members when they join. A copy of the *Alert* and a welcome letter listing the Unit games along with a free play will be mailed.

Mary Jo has compiled a list of members who have not renewed their ACBL membership within the past 18 months; Bob Boggs will confirm if they are no longer playing. Once the list has been confirmed, it will be given to Bill and Jo Ann Colton for their follow-up.

Holiday Party: Via email message from Barbara Martin – the contract with the Sheraton has been signed: cost of the meal to be \$21.95, 21% service and 7% tax. The charge for the extra room for the game will be \$250. There is a minimum fee of \$4500 but Barbara does not anticipate a problem with that amount. The invitations are being distributed; the remainder will be mailed November 1st. John Torrey will be the director and Darleen Boone will assist with the limited game: Jay Bates is maintaining a list of the reservations and their master point stats.

Jim Hansell requested assistance from Board members in determining which members should be recognized: Peggy Barbee and Mary Lou Johnson will be introduced as our Goodwill Members of the Year; the retiring Board members; and, the two tournament chairpersons. Noted that the poster that listed other volunteers last year was very popular: Barbara will be requested to design it.

Tournament Coordinator

NLM Tournament: Neither co-chairperson was able to attend the meeting; Jim Hansell has requested that they send a final report along with their comments and suggestions for our evaluation prior to our next meeting. Treasurer Anne Hennessey reported that the Unit lost approximately \$100 that is attributed to the cost of the prizes and \$280 in free plays. The total number of tables on the Friday and Saturday games increased 1½ tables but the Sunday Swiss Team game decreased 14 tables. Recommended that the 0-5 players continue to play without charge at future tournaments. Determined that NLM players don't understand the Swiss Team event: More playing experiences prior to the tournament might be beneficial in increasing attendance. Noted that, in some tournaments, the chairpersons, gave themselves free plays during the tournaments. The current chairpersons did not take any free plays, although some free plays would have been appropriate with the huge amount of work involved in chairing a tournament. Suggested that policies for tournaments be developed: Jay Bates will develop the procedures with other former chairpersons. The cooling facilities at the site were adequate though it was noted that there were fewer players participating versus the summer sectional plus it was a cooler time of the year.

Announced that the NLM tournament for 2006 has this year's assistant, Nancy Stuart, assuming the leadership role with Liz McGuffrey serving as her assistant with the understanding she will take charge in 2007. Jay Bates and Darleen Boone will continue another year as co-chairpersons for the summer sectional; they are seeking assistants who will assume the leadership position the following year (2007). President Hansell suggested that Dave and Eileen Ashby be co-chairpersons; Dave agreed to speak with Eileen.

Jay Bates has submitted the tournament sanctions for 2006 and is developing those for 2007. The schedule for the 2006 summer sectional was discussed: the proposed three session KO beginning on Friday evening was not approved by ACBL who suggested alternatives: A game of compact KOs is a possibility.

Announced by Treasurer Anne Hennessey that the deposit for six tournaments of \$3112.50 has been paid to Milestone; the base room rate is \$12,450.00; balance due is \$9,337.50 to be paid in six equal parts 30 days prior to use or \$1,556.25 each. The contracts are on file with her. The dates that are reserved are:

2006 – July 7, 8 & 9 and September 29, 30 & October 1;

2007 – July 13, 14 & 15 and October 19, 20 & 21;

2008 – July 11, 12 & 13 and October 17, 18 & 19.

Jay will submit an article for the *Alert* announcing the location of the Unit's tournaments for the next three years with reasons why this plan was developed.

The subject of directors for future tournaments was discussed: Determined that the Unit will request Marie Killoran continue as director in charge with John Torrey serving as her assistant. A third director is necessary: We will specify that Bob Leonard does not meet with our standards and will suggest that an unofficial Tournament Assistant, capable of supervising the 0-5 players, serve as the third director.

Next Meeting: Meeting scheduled for Monday, November 28th at 4:30 PM.

Meeting adjourned.

ACBL UNIT 191 BOARD OF DIRECTORS MEETING

October 3, 2005

The Bridge Center, Durham

Present

| | | | |
|-----------------|----------------|---------------|------------------|
| Jim Hansell | Pat Bodoh | Diane Bastian | Philip Erlenbach |
| Mary Jo Doherty | Barbara Martin | Bob Boggs | Jay Bates |
| Anne Hennessey | Darleen Boone | Dave Ashby | |

Meeting called to order by President Hansell

Secretary's Report: Minutes of the September 12th meeting were approved as amended with the addition (under NLM Tournament) that the "Unit will provide approximately \$500 for the purchase of food, beverages and supplies."

Treasurer's Report: Treasurer Anne Hennessey reported (full report on file) that the Unit's balance was \$14,757.31 as of October 3rd. The two recent mailing costs were \$235 for the Zero Tolerance letter and \$138 for the by-law/special meeting announcement. Noted that the final financial report for the summer sectional tournament showed a profit of \$3107.

Recent advertisement expenses for the Easybridge!® programs were \$910.63 (a portion will be reimbursed by the ACBL via their advertising initiative); Noted that there has been a total of 18 – 20 tables weekly at the two new sessions which should result in a large number of new members.

Old Business

Guidelines for Directors Hosting Special Games: The proposed guidelines were unavailable for the meeting; Diane Bastian will email them to board members for their study/comments.

The hosting of a Pro-Am game will be reevaluated in the spring.

The Unit will host a 2-session GNT event in March: An article in the *Alert* will explain the procedure.

Maintaining two addresses with ACBL: Mary Jo Doherty has submitted an article for the *Alert* outlining the protocol for members who regularly move to a second residence: The members are designated as being "snowbirds." The information is also available in the *Bridge Bulletin*.

Open Game Partnership: Edy Bulthuis will assume the responsibility.

New Business

The Board discussed the suggestion made by Jim Migliore that the Unit list contact information of its members on its Website. Webmaster Jeff Puckett had provided the pros and cons associated with doing so via email. Following discussion, it was determined that it would be unwise to proceed with the suggestion. Since the meeting, President Hansell has responded to Jim outlining the reasons for our decision.

A new format for the annual directory was discussed: Determined that the '06 Directory will be printed using a format similar to a pocket calendar. Evaluation by the membership will assist in the selection of future formats.

Report of Standing Committees/Coordinators

Education: The two Easybridge!® programs offered on Monday morning and Tuesday evening continues to have good attendance: The advertising program appears to have been beneficial.

Bob Boggs announced that a player member wishes to present classes prior to a game. Education chairperson, Diane Bastian, stated that the Tuesday time slot prior to the afternoon game was unacceptable since there were scheduled morning classes: It was determined that the better time for the member to volunteer his services would be prior to the Thursday evening game.

Membership: Mary Jo Doherty reported that the Unit has 424 active members; four are new members, three are transfers in and two are transfers out who could be counted as "snowbird" members. Our trend in the various rankings appears to be rising whereas the retention percentage seems to be fairly stable.

New member packets were discussed as it was noted that previously the majority of new members were assigned to one specific club in the Unit, which gave that club an advantage for offering special games; in the future, a new member will be accredited to the club where he/she plays. Mary Jo and Diane Bastian will reevaluate the contents of the packets.

Also noted that the Unit had arranged for Bill and Jo Ann Colton to contact former members to ascertain why they were no longer playing bridge: Appears there has been no follow up as they were never presented with a list of former members to contact. Diane Bastian and Mary Jo Doherty will revisit this and other objectives of our Unit Growth Seminar.

NLM Tournament: Final details regarding the logistics of delivering tables and supplies were discussed. Diane will assist with the coordination and Mary Jo will assist with the purchases at the 'big box' stores.

Contract for 2006 Tournaments: Phil Erlenbach met with Jim Davis at Northgate Mall (email details on file) to discuss the contract for future tournaments. The cost for the six tournaments for the next three years will be \$2000/tournament with an additional charge of \$50/day for the extra "Merchants' Room." A motion was made, seconded and approved for Phil to finalize the contract for a three-year period (2006 - 2009). The extra room is necessary for the summer sectional but is not needed for the NLM tournament; therefore, the contract will include the "Merchants' Room" for each day of the summer sectional tournament only. Previous problems were discussed: Safety exit routes - Mr. Davis stated that the area was constructed following the code of the local fire department; Air conditioning - Mr. Davis will pre-cool the area and believes the system will improve when the renovations to the mall are completed (also, noted that floor fans could supplement the existing AC system). A suggestion was made that perhaps our Unit could offer one of the rooms in exchange for the room the church uses for their Sunday services.

Holiday Party: Barbara Martin presented (full report on file) the itemized account of the expenses along with her suggestions as to how the Unit may reduce some of the increased costs: The Board decided that members enjoyed the party and that extra costs were minimal; therefore, Barbara was given approval to negotiate for the 'grand buffet' at a \$25 charge to members and \$33 to non-members.

Nominations/Election Committee: President Hansell appointed Anne Hennessey, Harrison Brooke and Pat Bodoh as chairperson to serve on the committee. The announcement for the *Alert* was circulated requesting volunteers to serve as candidates. Other members of the Board were encouraged to seek candidates with the emphasis on non-life master players. Four directors will be elected: Bob Boggs and Mary Jo Doherty will seek reelection; Diane Bastian and Phil Erlenbach will retire. The slate along with the bios of each candidate will be published in the November *Alert*: Absentee voting will take place November 21st to December 3rd.

Announced that Paul Schwenke has resigned: The remaining time of his term is one year; his replacement will be appointed following the Annual Meeting.

Next Meeting: Meeting scheduled for Thursday, October 27th at 4:30 PM.

ACBL UNIT 191 BOARD OF DIRECTORS MEETING

September 12, 2005
The Bridge Center, Durham

Present

Jim Hansell
Diane Bastian
Mary Jo Doherty
Anne Hennessey
Barbara Martin

Pat Bodoh
Philip Erlenbach
Jay Bates
Bob Boggs

Absent

Darleen Boone
Paul Schwenke
Dave Ashby

Guest

Keith Starr
Janice Walker
Nancy Stuart

Meeting called to order by President Hansell

Secretary's Report: Minutes of the July 18th meeting were approved.

Special Report: Guest Keith Starr presented information regarding his Easybridge!® program in Roxboro. He had 39 players last week but noted that in the past, half usually stop attending once the lessons are no longer free. A new session will begin next week in the evening: He noted that with his previous class, he presented too much information too quickly and will adhere more closely to the Easybridge!® program. He needs more card tables for the evening session: The Board approved loaning him 5 tables with the stipulation they are to be returned to the NLM Tournament site on Friday prior to the start of the first session.

Old Business

Guidelines for Directors Hosting Special Games: Tabled until the next meeting.

Easybridge!® Advertising Initiative: Tabled until the next meeting

New Business

The question as to how should the Board respond to issues that are brought before them by the membership was discussed. Determined it was necessary for the Board to meet monthly. Also, noted that it is important that if an individual Board members can not resolve a particular membership concern, they should state that they are not empowered to deal with the issue at hand and request that the person submit his/her concern in writing along with supporting comments for it to be placed on the agenda. Pertinent information will be distributed to Board members prior to the meeting; the person raising the issue is entitled to appear at the meeting. Noted that new Board members should know of the above policy.

Report of Standing Committees/Coordinators

Membership: Mary Jo Doherty reported that the Unit has 423 active members; the Unit is down 10 from 2004 and 20 from 2003. New players continue to join but their retention remains to be a problem. The article for the *Alert* that would explain how members could retain their permanent addresses in our Unit even though they move to other locations for certain periods during the year is pending.

Education: Reported that there were 7 tables of players for the first session of the Monday Easybridge!® and 6-8 tables are anticipated for the Tuesday evening session. The advertising appears to have been beneficial. Diane and Anne will investigate further how we are to apply for an ACBL subsidy for the ads that were placed.

Larry Honeywell will be presenting a 6 session intermediate series of lessons; a follow up series will be per student request. The initial series may be presented to another group depending on the demand.

NLM Tournament: Guests Jan Walker and Nancy Stuart presented the details regarding the tournament. Everything is progressing on schedule. The director, John Torrey, has stated that he will run a separate game for the 0-5 players if there are 3 tables; they will not be charged entry fees. They will be encouraged to play at the first session on Friday in an attempt to entice them to continue to play at the other sessions. It was learned that tournament chairpersons are entitled to one free mailing list from ACBL for publicity purposes. Also, the RBC has a radio show for bridge discussions aimed at the novice players; Jan and Nancy intend to advertise through them.

Food donations: The committee is requesting home-prepared items and will not actively solicit monetary funds. The Unit will provide approximately \$500 for the purchase of food, beverages and supplies.

Contract for 2006 Tournaments: Phil Erlenbach will meet with Jim Davis with the objective of obtaining a 3-year contract for both tournaments, which would include an extra room for the summer session. Noted that the cost for both tournaments this year was \$2500. Anne will provide Phil with information on the play at each session at the last tourney to help in the negotiations. Phil will ask Paul to help with the negotiations since he was involved in the initial commitment.

Holiday Party: Barbara Martin will be meeting with the Sheraton personnel in the near future to determine the cost for the event. She announced that John Torrey will be the director and that she has requested him to select an assistant director from our Unit who directs novice games.

Publicity: Announcement of the total funds contributed from the membership to the Katrina Relief Fund should be publicized in the local newspapers.

Next Meeting: The meeting next Saturday, the 17th is cancelled, but the "party" at the Hansell's is scheduled for 5 PM. The next meeting is scheduled for Monday, October 3rd, 4:30 PM at the Bridge Center. The noise in the room during a meeting has become a problem; requested that in the future, the Center be closed except to Board members and guests/participants. Bob Boggs will post the appropriate notice prior to each meeting.

Meeting adjourned.

ACBL UNIT 191 BOARD OF DIRECTORS MEETING

July 18, 2005

The Bridge Center, Durham

Present

Jim Hansell
Diane Bastian
Darleen Boone
Anne Hennessey
Barbara Martin

Pat Bodoh
Philip Erlenbach
Dave Ashby
Jay Bates
Bob Boggs

Absent

Mary Jo Doherty
Paul Schwenke

Guest

Harrison Brooke

Meeting called to order by President Hansell

Secretary's Report: Minutes of the June 23rd meeting were approved.

Treasurer's Report: Anne Hennessey reported (full report on file) that the income for the summer tournament was approximately \$3100, which is an increase of about \$700 over last year. Noted that the Unit has approximately \$15,000 in our account: President Hansell stated that we consider that when the price for the annual Holiday Party is established and when tournament benefits are awarded in the future. Anne stated that because of our Certificate of Deposit and due to the interest it is earning, the Unit must file the appropriate papers to receive a new taxpayer ID number: She will file the necessary paperwork.

Old Business

Guidelines for Directors Hosting Special Games: Tabled until the next meeting due to the absence of Paul Schwenke.

Holiday Party: Barbara Martin announced that she had received notice that the Sheraton was under new management; they would honor our contract for December 2005.

Goodwill Member: Sue Torrey has approached several Board members regarding the nomination of someone from our Unit: Noted that the Board had previously stated that they had considered the issue but had determined that it would be very difficult to elect the two nominees allowed from our Unit, as there are many who contribute to our total success.

New Business: The Easybridge!® program that will be presented by a two accredited ACBL teachers scheduled for beginning in September has come under attack because the timing coincides with a non-sanctioned supervised play at the Senior Center. Harrison Brooke read his statement (on file). Jim Hansell stated that after speaking with Harrison he spoke with Jo Anne Vansuch, the supervisor, who sent her comments regarding the issue (on file). Hansell read excerpts from her letter. It was noted that the two programs dealt with both different demographics and audience; therefore they should not be in conflict. Also, both programs are private enterprises and other than providing some advertising monies for the Easybridge!® program (to be partly reimbursed by ACBL), the Unit is not involved with either program although the Board has encouraged the Easybridge!® program as part of the Unit Growth Seminar action plans. Anne Hennessey stated that she has attended Jo Anne's sessions and has presented information regarding our Unit and its games. Diane Bastian reported regarding her meeting with the different teachers in the area, which included Jo Anne; it emphasized that the existing programs were to serve as compliments rather than conflicts with each other. The Board determined that Ruth Ann Schwenke and Doreen Marek should continue with their scheduled program: Jim and Diane will write a letter to both Harrison and Jo Anne explaining the situation and the Board's position on the issue. A copy of the letter will be e-mailed to Board members.

District By-Laws: Jim Hansell present the proposed district by-laws changes and recommended that our Unit accept the proposed changes. Motion made, seconded and carried.

Report of Standing Committees/Coordinators

Membership: Mary Jo Doherty submitted her report via e-mail to the Board, which stated that our numbers remain stable. Pat Bodoh will notify ACBL regarding the change in membership. Also, noted that Paul Schwenke had stated he would write an article for the *Alert* that would explain how members could retain their permanent addresses in our Unit even though they move to other locations for certain periods during the year.

Education: Darleen Boone explained about the various costs relating to printing the flyers/posters for the future Easybridge!® classes and stated that she could produce them at lesser cost. The Board approved the purchase of a printer cartridge in order for her to do the necessary printing; a portion of the advertisement expenses will be underwritten by ACBL. She has placed ads in two local area newsletters and Paul Schwenke has placed one in the Southern Neighbor.

Summer Tournament: On behalf of the Board and Unit, Jim Hansell thanked both Darleen Boone and Jay Bates for their excellent organization in the recent very successful tournament. The total number of participating tables was an increase of 30. The recently purchased 20 tables were definitely needed; the Unit has a total of 61. It was necessary to rent some chairs but Jay has located a firm near the tournament site that has both tables and chairs available. Noted that both the quality of the air-conditioning and the limited space were concerns: Mr. Davis from Milestone has stated that he will address the air-conditioning issue and Jay will negotiate for extra space. Jim requested that Jay obtain a firm proposal from them by the next meeting; and, if possible negotiate for both tournaments for the next three years. Whether the area complied with the fire code was a concern raised both by some players and the coordinators: Jay will discuss this issue with Mr. Davis. Since the location has been selected, Jay will submit the necessary sanctions.

It was determined that because of the increased attendance it is necessary to consider hiring a third director especially if a third room becomes available for tournament play. Many of the 199ers had complaints as there was not a specific director assigned to them which made them feel neglected; a director assigned specifically to the novice/intermediate level would improve the situation. Jay stated that there are 5 tournament directors living in North Carolina: He will contact Marie Killoran, head director, for her suggestions. Noted that it would improve the flow of the game to have more directors available for more timely rulings; also, tournament assistants might be beneficial.

Committees for rulings were also discussed; determined it would be better if they were pre-assigned. One committee should be available for each session.

The schedule for the tournament was discussed: Suggested that both a 4 session and a 3 session KO be included with the 3-session event beginning at the second session which would permit eliminated teams to begin another KO along with permitting employed players to start a KO. Determined that a set up time of 11 AM - 12 Noon would be more efficient.

Coupons for free play for the 0-5 MP players are needed for the head director; the Unit is not charged by ACBL for these players. The coupons could be included in the flyers. Prizes were presented to the overall winners on each level (monetary return) along donated free plays from the local clubs for the winners of the KOs and Swiss Teams events.

Coordinators need to be selected (volunteered) to serve with Darleen and Jay as their assistants for next year's tournament with the assumption they will continue in the role of chairpersons for the following three years.

Next Meeting: General meeting for the approval of the proposed changes and additions to the by-laws will be Monday, September 12 at 4:30 PM following the afternoon bridge game. Notice of the meeting will be published in the August edition of the *Alert*. The by-laws will be posted at the Bridge Center beginning August 8 and copies will be available at the various club games.

Board meeting will be Monday, September 12, following the general meeting. There will be no August meeting; necessary business will be conducted via e-mail.

Meeting adjourned.

ACBL UNIT 191 BOARD OF DIRECTORS MEETING

June 23, 2005

The Bridge Center, Durham

Present

Jim Hansell
Diane Bastian
Darleen Boone
Anne Hennessey

Pat Bodoh
Mary Jo Doherty
Dave Ashby
Jay Bates

Absent

Philip Erlenbach
Barbara Martin
Bob Boggs
Paul Schwenke

Guest

Jeff Puckett

Meeting called to order by President Hansell

Secretary's Report: Minutes of the May 23rd meeting were approved with the following corrections: Tournament Coordination – Hotel rooms will be booked since both directors feel the distance is too great for travel, and partners are guaranteed for the summer section for the open and limited sections (does not include the October NLM tournament).

Old Business: Bylaws: Proposed changes will be posted beginning the second week in July; copies will be available at all games in the Unit. A general membership meeting will be called for August 15th for final approval. Information regarding the procedure will be in the next issue of the *Alert*.

Novice Partnership: Volunteer needed to replace Pahnea Ratty after Nell Kandis assumes the responsibility for the summer months.

Letter to Membership: Noted that there has been a positive response and President Hansell believes the letter has been beneficial.

Partnership Program: Mary Jo Doherty suggested that a software program be developed for our web site. She reports that the same person calls regularly requesting a partner. Determined that the program needs to be clarified which she will do for the next issue of the *Alert*. The new bulletin board posted near the kitchen area is helping players to locate partners.

Guidelines for Directors Hosting Special Games: Tabled until the next meeting: Paul Schwenke and Diane Bastian will present their recommendations.

ACBL Grants Available to Units: Mary Jo Doherty has learned that the ACBL meets three times a year to approve grant requests but there appears to be no guidelines. A Unit may present a program and it is either approved or denied. More information has been requested but there has been no response.

Mary Jo recommended that the Unit provide interactive software in bridge instruction for schools and summer camps; she will investigate. She also learned that a \$500 scholarship program is available to teach students under the age of 25. Darleen Boone will investigate developing a program for the schools.

New Business: None

Report of Standing Committees/Coordinators

Membership: Mary Jo Doherty will be assuming the responsibility, which will provide Paul Schwenke with time to develop a publicity program for the Unit

Education: Darleen Boone presented the publicity for the future EasyBridge program and requested approval for the cost of ads and posters. The Board appropriated \$500 for ads in three neighboring

community newsletters: The ads will have the ACBL logo on them, which will qualify the Unit for partial reimbursement from ACBL. The advertisements will be evaluated prior to expanding into other areas.

Tournament Coordination: The extra card tables and a collapsible trolley have been purchased for approximately \$700. Extra card tables may be needed from the Durham Bridge Club; previously, Phil Erlenbach has collected them prior to the tournament. Jim will send email to Phil asking him to continue this tradition. Darleen will arrange for more flyers to be printed and distributed. Mary Jo Doherty stated that the sign up list for donations must be emphasized more at the games, as the initial response has been weak.

Web Site: Webmaster Jeff Puckett attended the meeting to discuss various aspects of the site. It was suggested that an on line bulletin board for locating partners be developed: Jeff will tailor a program for our needs. Noted that posting the game results on the web is not efficient: Jeff will develop a more user-friendly method.

Next Meeting: Monday, July 18, at 4:30.

Meeting adjourned.

ACBL UNIT 191 BOARD OF DIRECTORS MEETING

May 23, 2005

The Bridge Center, Durham

Present

Jim Hansell
Paul Schwenke
Darleen Boone
Anne Hennessey
Diane Bastian

Pat Bodoh
Mary Jo Doherty
Dave Ashby
Bob Boggs

Absent

Philip Erlenbach
Barbara Martin
Jay Bates

Guest

Nancy Young

Meeting called to order by President Hansell

Secretary's Report: Minutes of the April 4th meeting were approved.

Treasurer's Report: Anne Hennessey presented her report (full details on file) which showed that the Unit's total funds were down slightly which is due to the deposits that have been made for both the NLM tournament and the holiday party. The current balance is \$12,028.55. Report approved.

Old Business: Bylaws: The suggested changes from Jim Miller at ACBL headquarters were presented; his changes along with those suggested by both the committee and the Board at the last meeting were approved. Copies of the by-laws along with their proposed changes will be available at future games for members to study along with a cover letter explaining that 50 (fifty) signatures by members are necessary for the proposed changes to be adopted. Phil Erlenbach will include the necessary information regarding the process in his article in the next *Alert* edition.

New Business: Draft of Letter to Membership: After discussion, it was approved to send a letter (on file) to all members and frequent playing guests of the Unit. The letter cites several examples of undesirable behavior that will be sent by normal mail; then, it will be included in a future edition of the *Alert* and finally, an enlarged copy will be on display at the Bridge Center. Bob Boggs will organize the mailing labels and printing; the directors at the Bridge Center will prepare the letters for mailing.

Question was raised as to what penalties, if any, were inflicted on Zero Tolerance calls. Darleen Boone stated that Jay and she used the quarter board penalty. Bob Boggs showed the Board the notice that is posted at the Center that states ACBL's policy. A warning is the first offense, 1/4 point the second offense, and expulsion the third offense. Noted that Board members as officials of the Unit should speak to offenders whenever an infraction has been observed.

Jim Hansell also noted that in the original letter developed by Harrison Brooke, both Paul and Ruth Ann Schwenke has been recognized for their contribution to membership, the mentoring program and the establishment of the NLM tournament. He expressed his gratitude to them for their assistance.

Future Board Meeting Times: Following the survey of the Board members Jim Hansell announced that in the future the first choice of meetings will be held on Monday afternoon at 4:30, second choice will be the same time on Thursday afternoon. The meeting will begin punctually at 4:30 and will finish by 6 PM. Unfinished business will be deferred to either a later or if necessary, a special meeting.

Goodwill Member of the Year Nominees: Jim Hansell announced that there was virtually no response to his request for nominees. Noted that many in our Unit participate; therefore, it is very difficult to select only two individuals without offending others. He will send a letter to the District stating why we will not participate.

Partnership Program: Mary Jo Doherty requested ideas regarding an alternate to our current system. After discussion, it was determined that she will ask our Webmaster to develop an on line bulletin board for players seeking partners. Bob Boggs also mentioned the bulletin board that had been available at the previous Bridge Center; he will post a similar one. The pros and cons of other options were discussed but it was determined that the current system, even with its problems, functions.

Report of Standing Committees/Coordinators

Mentoring Program: Nancy Young, our guest and new coordinator, presented the program guidelines for 2005 along with its goals (full report on file). She pointed out the major changes: Players will not select their partners and mentees from previous years will be expected to mentor a less experienced player. The application forms will be distributed in the near future.

Membership: Paul Schwenke reported that the membership total number remains stable. Announced that there was very little interest in the proposed family night. Paul will notify the membership of the decision that the program will not be initiated. Therefore, the Tuesday evening slot is available for a game. Darleen Boone will offer a 99er game; Bob Boggs will alter the sanction.

Education: Darleen Boone will begin a new EasyBridge program in the fall. Dave Ashby will possibly offer EasyBridge on Monday mornings; he has three teachers who are interested in presenting the program.

Tournament Coordination: Darleen Boone announced that the details for the summer tournament are progressing on schedule. Hotel rooms for the directors (Marie and John) will be booked since both directors feel the distance is too great for travel (tournament site to Governors Club). She wished to provide free plays to some of the volunteers. The extra card tables will be purchased and Paul Schwenke will purchase the bidding box holders. Partners are guaranteed for the summer sectional for both the open and limited sections for all sessions. John Torrey will direct the fall tournament as Marie has another commitment.

Alert: Info for June newsletter should be submitted to Bob by Saturday, May 28.

Announcements: The Carolina Meadows game sanction has been renewed.

Nell Kandis will arrange partnerships for Pahnea Ratty during the summer months.

Bob Boggs announced that he will be traveling the major part of June; Dave Ashby will be in charge of the Bridge Center. All games have assigned directors.

Jim Hansell requested volunteers to attend the District meeting in Greenville.

Next Meeting: Thursday, June 23rd, 4:30 following the afternoon game.

Paul Schwenke will present guidelines that will be given to directors prior to their hosting special games.

Paul Schwenke and Mary Jo Doherty will investigate the various grants that are available to Units from the ACBL.

Meeting adjourned.

Petition to Approve Proposed Amendments

The Board of Directors has approved the attached changes and additions to the by-laws of Brightleaf ACBL Unit 191.

Jim Hansell, President

Jim Hansell

Philip Erlenbach, Vice-President

Philip Erlenbach

Patricia Bodoh, Secretary

Patricia A. Bodoh

Anne Hennessey, Treasurer

Anne M. Hennessey

Dave Ashby

Dave Ashby

Diane Bastian

Diane E. Bastian

James Bates

James Bates

Bob Boggs

Bob Boggs

Darleen Boone

Darleen Boone

Mary Jo Doherty

Mary Jo Doherty

Barbara Martin

Barbara S. Martin

Paul Schwenke

Paul F. Schwenke

By-Laws of Bright Leaf Bridge Unit #191

The Unit:

The Unit functions within the By-Laws and Regulations of the American Contract Bridge League and its Districts.

The Unit functions within the By-Laws and Regulations of the American Contract Bridge League and District 7.

Objectives of the Organization

The objectives of the organization are:

The objectives of Unit 191 are:

- (a) To preserve, and promote, the best interests of and to stimulate interest;
Preserve, promote, and stimulate interest in duplicate bridge and ACBL,
- (b) To cooperate with, and assist the League in the promotion and conduct of contract bridge tournaments;
Cooperate with, and assist in the promotion and conduct of bridge tournaments,
- (c) To encourage the highest standards of conduct and ethics by its members, and to enforce such standards;
Encourage the highest standards of conduct and ethics by its members by enforcing Zero Tolerance Policy at all times,
- (d) To promote the development and organization of affiliated clubs within the Unit;
Promote the development and organization of affiliated clubs within the Unit,
- (e) ~~Delete below as the ACBL did away with this provision in the new ACBL bylaws.~~
- To cooperate in the League's charity program, and to sponsor and conduct charity events with the object of realizing funds to be devoted to worthy humanitarian causes;
- (f) To conduct such other activities as may be in keeping with its principal objectives.
(becomes e) Conduct activities in keeping with all other Unit objectives.

ARTICLE I

UNIT JURISDICTION

The geographical area within which this Unit shall have jurisdiction shall be such area as is presently or may in the future be assigned to it by the Board of Directors of the ACBL. Presently, Durham, Orange, Person and Chatham counties.

The geographical area within which this Unit shall have jurisdiction shall be such area as is presently or may in the future be assigned to it by the Board of Directors of the ACBL.

ARTICLE II

MEMBERSHIP

A – Any person of good moral character and residing within the jurisdiction of the Unit, subject to district regulations, is eligible for membership, and no person shall be denied membership because of race, creed or color.

A – Any person of good moral character is eligible for membership. No person will be denied membership because of race, creed or color.

B – Such person, upon favorable action, shall become and remain a member unless:

- (1) He changes his residence to a place outside the jurisdiction of the Unit, in which case he shall become a member of the new Unit immediately on processing by the League of his change of address;

He changes his residence to a place outside Unit jurisdiction, in which case he shall become a member of the new Unit as soon as ACBL processes the change of address,

- (2) He has failed to pay his dues in accordance with regulations of the ACBL;

He has failed to pay his dues in accordance with ACBL regulations,

- (3) He has been suspended or expelled from membership in accordance with regulations established by the ACBL, and the Board of Directors of the Unit, provided, however, that such regulations shall conform to the rules of due process applicable to membership corporations, and that such regulations as are established by the Board of Directors of the Unit shall not be in conflict with the regulations of the ACBL.

He has been suspended or expelled from membership in accordance with ACBL regulations, and the Board of Directors of the Unit, provided, however, that such regulations conform to the rules of due process applicable to membership corporations, and that such regulations as are established by the Board of Directors of the Unit shall not be in conflict within ACBL regulations,

- (4) He chooses permanent unit affiliation in Unit 191 according to policies established by the ACBL. (new: suggested by ACBL)

C – Membership in the Unit carries with it membership in the ACBL.

C- Unit membership includes ACBL membership.

ARTICLE III

DUES

A – Annual dues shall be in the amount fixed by the ACBL.

A – Annual dues and fees shall be in the amounts fixed by the ACBL.

ARTICLE IV

MEMBERSHIP MEETINGS

Delete A,B,C,D,E below – see new Article IV: Membership Meetings

A – There shall be an annual meeting of the members, which may be held in connection with a tournament or special event, which Unit members attend.

B – The Unit Board of Directors shall fix the time and place of the annual meeting and shall give appropriate notice by mail of such meeting.

C – Special meetings of the members may be called at any time to consider specific subject matters by the Unit Board of Directors or by the President, or by petition of the members. Notice of the time and place of any special meeting shall be given by mail at least 10 days before such meeting. The notice of any special meeting shall contain an Agenda of the matters to be taken up at such meeting. No other business shall be acted upon at such special meeting.

D – A quorum for the transaction of business at annual or special meeting shall consist of 8 members.

E – No proxies shall be permitted.

MEMBERSHIP MEETINGS

A – General Membership: The Unit Board of Directors shall fix the time and place of the annual general membership meeting for the election of Directors and will give appropriate notice in writing and orally. The agenda will include: 1) the announcement of the four (4) newly elected members to the Board of Directors; 2) the unit financial report; 3) the membership report; and, 4) other items/reports deemed necessary by the President.

B – Board of Directors: The Board shall hold a minimum of two (2) meetings a year. Subsequent regular meetings thereafter will be held pursuant to regulations established by the Board of Directors, on appropriate notice. Delete: A quorum for the transaction of business will be eight (8) members of the Board of Directors. (a quorum is usually 50% plus one) Replace with: *A quorum for the transaction of business will be not less than a majority of the Board.*

C – Special Meetings: Special meetings of the membership can be called at any time to consider a specific subject matter by the Board of Directors or by the President, or by petition of the members. Notice of the time and place of the special meeting will be given in writing and orally at least ten (10) days prior to the meeting. The notice of the special meeting will identify the subject of the matter to be discussed. No other business will be acted upon at a special meeting. Proxies will not be permitted. Proxies are not permitted for any voting – for unit boards, by unit boards, for district offices, etc.

ARTICLE V

UNIT BOARD OF DIRECTORS

A – Number of Directors

The affairs of the Unit shall be managed and conducted by the Unit Board of Directors, which shall consist of 12 persons, all of whom must be member of the Unit.

The Unit Board of Directors shall consist of twelve (12) Unit members who will manage and conduct Unit business.

B – Term of Office

Each Director shall hold office for a period of 3 years, with 4 Directors' terms expiring each year, and shall continue to hold office until his successor shall have been duly elected. The commencement of the term shall be established by regulations of the Unit Board of Directors. **Each Director shall hold office for a period of three (3) years, the term beginning at the Annual Meeting, with four (4) Directors' terms expiring each year, and shall continue to hold office until his successor has been duly elected.**

C – Nomination and Election of Directors ~~Delete C – covered in Article VIII, Committees~~
Candidates for Director shall be presented at the annual membership meeting by a Nominating Committee, appointed by the President. Nominations from the floor will also be accepted.

Becomes C D – Vacancies

Any vacancy on the Unit Board of Directors shall be filled by the Board of Directors and the persons so appointed shall hold office for the remainder of the unexpired term.

The Board of Directors shall fill any vacancy on the Unit Board of Directors and the appointee(s) shall hold office for the remainder of the term.

E – Meetings ~~Delete E – subject covered in Article IV - Meetings~~

The Unit Board of Directors shall hold a minimum of 2 meetings a year, one of which shall be designated the annual meeting. Subsequent regular meetings thereafter shall be held pursuant to regulations established by the Board of Directors, on appropriate notice.

Becomes D F – Quorum

A quorum of the Unit Board of Directors for the transaction of business shall consist of not less than a majority of the Board. **A quorum is usually 50% plus one**

Becomes E G – Powers and Duties

In addition to the powers herein granted by other provisions hereof, and by the laws of the State of North Carolina, the Unit Board of Directors shall have powers and duties including but not limited to:

- (1) The conduct, management, supervision and control of the business of the Unit;
- (2) Conduct of Unit tournaments;
- (3) The employment and discharging of employees, and the supervision of their conduct and fixing of their compensation.

In addition to the powers herein granted by other provisions hereof, and by the laws of the State of North Carolina, the Unit Board of Directors shall have powers and duties including but not limited to the:

- (1) Conduct, management, supervision and control of the business of the Unit,
- (2) Conduct of Unit tournaments,

- (3) **Employment and discharging of employees, and the supervision of their conduct and fixing of their compensation,**
- (4) **Overseeing all budgets and funds associated with tournaments and special programs.**

Becomes F H – Board Membership

The Unit Board of Directors shall be the sole judge of its membership.

ARTICLE VI

UNIT OFFICERS

Unit officers and their duties

A – Number

The officers of the Unit shall consist of a President, a Vice-President, a Secretary, and a Treasurer.

- (1) **The President is the Chief Executive Officer. His specific duties shall include:**
 - (a) **Presiding at all general and special meetings of the members and meetings of the Board of Directors,**
 - (b) **Calling special meetings.**
- (2) **The Vice-President shall preside at meetings in the absence of the President.**
- (3) **The Secretary shall be responsible for the records of the Unit except those for which the Treasurer is responsible.**
- (4) **The Treasurer shall be responsible for the funds of the Unit and shall oversee investment accounts with approval of the Board of Directors. The Treasurer shall present a financial statement at the Annual General Meeting. The Treasurer shall be responsible for preparing the year-end financial statement for the calendar year in preparation for the annual financial review by a duly appointed auditor.**

B – Election of Unit Officers

The Unit Board of Directors shall elect all officers at its annual meeting, and the persons elected shall hold office for one year or until their successors have been duly elected.

The Unit Board of Directors shall meet within fifteen (15) days of the annual meeting for the sole purpose of electing its officers and appointing committee chairpersons/coordinators. The chairperson of the Nominations/Elections Committee shall preside at the meeting. The persons elected/appointed shall hold office for one year or until their successors have been duly elected/appointed.

C – Vacancies

Vacancies due to death, resignation or other cause shall be filled by the Unit Board of Directors. **The Unit Board of Directors shall fill vacancies due to death, resignation or other cause.**

ARTICLE VII

IMPEACHMENT

Any officer or director may be removed for cause at any meeting of the Unit Board of Directors provided two-thirds of those present constituting a quorum shall so vote. Any officer or director against whom impeachment charges shall be brought shall be notified in writing, by registered mail, of the charges against him, at least ten (10) days prior to the meeting and shall be given an opportunity to be heard before the Unit Board of Directors and to be represented by counsel of his own choosing. Delete: Absence from two (2) consecutive meetings may be cause for removal of a Director, replace with:

Add: Absence from any four (4) meetings may be cause for removal of a Director.

ARTICLE VIII

COMMITTEES

The President shall appoint such committees as may be necessary to perform the functions of the organization. Standing committees shall be appointed with the approval of the Unit Board of Directors.

Nomination/Election Committee

The President shall appoint the Nomination/Election Committee and its chairperson. The Committee shall be charged with the responsibility of preparing a list of candidates for Directors, which shall be published at least thirty (30) days prior to the Annual Meeting. The Committee shall also be charged with the voting procedures and the protocol for absentee ballots to insure confidentiality.

ARTICLE IX

AMENDMENTS TO THE BY-LAWS

Amendments to the By-Laws may be made by the members of the Unit upon petition signed by at least 50 members and submitted to the Secretary at least 30 days in advance of the annual meeting or any special meeting called for the purpose, or upon petition signed by at least eight (8) members of the Unit Board of Directors. It shall be the duty of the Secretary to incorporate the text of the proposed amendment in the notice of the meeting. The concurrence of two-thirds of all members present and voting shall be required to pass any amendment.

Amendments to the By-Laws may be made:

- (1) By members of the Unit upon a petition signed by at least fifty (50) members and submitted to the Secretary at least thirty (30) days in advance of the scheduled meeting,**
- (2) Or, by petition signed by at least eight (8) members of the Unit Board of Directors.**

It shall be the duty of the Secretary to incorporate the text of the proposed amendment(s) in the notice of the special meeting. The concurrence of two-thirds of all members present and voting shall be required to pass any amendment(s).

ACBL UNIT 191 BOARD OF DIRECTORS MEETING

April 4, 2005
The Bridge Center, Durham

Present

Jim Hansell
Paul Schwenke
Philip Erlenbach
Anne Hennessey
Barbara Martin

Pat Bodoh
Mary Jo Doherty
Dave Ashby
Bob Boggs
Jay Bates

Absent

Diane Bastian
Darleen Boone

Meeting called to order by President Hansell

Secretary's Report: Minutes of the February 28th meeting were approved.

Old Business: Bylaws: Proposed changes had been submitted to the Board previously for their study. After several questions, further changes were adopted. The revised copy will be emailed to Board members for their study and approval within the week (prior to April 11th). Information is being sought from ACBL as to the correct protocol for approval.

Report of Actions Taken Following UGS Special Meeting: Paul Schwenke listed the various areas identified as being important to the growth/education of the Unit and identified the areas needing leadership.

Awards Party: Anne Hennessey requested suggestions for the improvement of the recognition event.

New Business: Phil Erlenbach reported his conversation with visiting former ACBL President Bruce Reeve who stated that the rising gas prices coupled with the increased number of club tournament games which award more points have affected attendance at both regional and sectional tournaments. Consequently, Units should make changes to their tournament plans; duly noted by our tournament chairperson, Jay Bates.

Report of Standing Committees/Coordinators

Membership: Paul Schwenke reported that the Unit has 420 members. He also, noted that our Unit has improved in the area of retention of members: The Unit was listed in the 200s last year and is now listed in the 100s which has been accomplished prior to the initiation of the Unit's new programs in the area of membership and education.

Scheduling Future Special Games: Paul Schwenke proposed that a policy be developed for the scheduling of special games: Determined that coordinators should be encouraged to schedule special events at games having less attendance. Also, noted that some Directors do not assume full responsibility for the hosting of special events. Paul will draft guidelines that will be presented to directors prior to their hosting of special games/events.

Tournament Coordination: The flyers are printed for distribution. Jay Bates will compile a list of future tournaments for volunteers to distribute the flyers. Bob Heller has requested that we confirm our 2006 tournament dates and submit sanctions for approval. President Hansell will respond to Heller confirming the dates and Jay will submit the sanctioning forms after the Gatlinburg tournament.

Announcements: The information received from ACBL that stated that the Carolina Meadows DBC sanction had been cancelled has been clarified by Bob Boggs. The non-payment of the fees was due to a personal injury of the manager. He has spoken with ACBL: The issue has been resolved and hopefully, the \$25 penalty fee will be waived.

Next Meeting: Thursday, May 19th, 4:30 following the afternoon game.

Meeting adjourned.

ACBL UNIT 191 BOARD OF DIRECTORS MEETING

February 28, 2005
The Bridge Center, Durham

Present

Jim Hansell
Paul Schwenke
Philip Erlenbach
Anne Hennessey
Barbara Martin

Pat Bodoh
Darleen Boone
Dave Ashby
Bob Boggs

Absent

Mary Jo Doherty
Jay Bates
Diane Bastian

Guest

Jeff Puckett

Meeting called to order by President Hansell who extended his and the Board's condolences to Mary Jo Doherty on the recent death of her husband.

Secretary's Report: Minutes of the January 10th meeting were approved.

Treasurer's Report: Anne Hennessey reported (full report on file) that the Unit gained \$38.16 for the balance as of 2/28/05 to be \$13,968; she, also noted that the net included the prepayment for the 2005 tournament sites. The financial review with recommendations performed by a non Board member was presented (on file) and was accepted.

Old Business: The brainstorming for the UGS is scheduled for March 24th at 4:30 PM. Paul Schwenke and Diane Bastian will submit their proposals via email prior to the meeting. Board approved the purchase of a light supper for those attending the meeting.

TAP/UGS Final Report: (on file) Paul Schwenke presented the report showing the attendance records and the list of our Unit members who became qualified teachers. The Board acknowledged Paul's efforts in his organization of the event; thanks were extended to both him and Diane Bastian who made available the site for the UGS.

Directory: A notice two months prior to the 2006 Directory publication will be posted at the Bridge Center informing non-unit players that if they wish to have their names included in the Directory, they should notify the Director.

New Business: None

Report of Standing Committees/Coordinators

Membership: Paul Schwenke reported that the Unit has 424 members: There has been no net change. He presented new member packets to the Board for their evaluation: The cover letter was revised.

Recognition Party: The party is scheduled for March 24th at 12:30 and 7 PM. All players have been notified.

Scheduling Future Special Games: Discussion tabled until the April 4th meeting.

Tournament Coordination: Darleen Boone distributed the flyers for the summer tournament. The Webmaster will add a map quest link to the tournament information available on the web site. Noted that the regional and sectional directors gather all remaining flyers from each tournament and take them to the next tournament.

Motion made and seconded approving the purchase of an additional 24 bridge tables for the Unit. Darleen Boone will make the purchase.

Webmaster: Guest Jeff Puckett met with the Board to discuss the future of the web site. There is a concern among the Board members regarding the transition between the current Webmaster who is no longer living in our area to Jeff. Jim Hansell will send a note to Shuba Dey thanking him for his past assistance and request his assistance during the upcoming transitional period. The Board reiterated that if a class was necessary in website maintenance/development, it had previously been approved: Jeff assured the Board that he did not anticipate any problems.

Mentoring Game: The game will be held March 12th at the Bridge Center: It will be a junior fund game.

Alert: The deadline has been changed to the 25th of each proceeding month.

Special Reports: Bylaws: Revisions to the bylaws will be distributed at the next meeting for members to study: The bylaws will be presented at the following meeting for Board approval prior to being sent to ACBL for their approval.

District Meeting: Jim Hansell presented his synopsis (on file) of the recent meeting. There was a brief discussion regarding various items: The suggestion from the District that each Unit donate items exemplifying their local area for the Atlanta Nationals was rejected by the Board. The report stated that our Unit has 3 overdue players: The list was given to Paul.

Announcements: Bob Boggs announced that the Wainwright Fund has been extended to all games at the Bridge Center.

Next Meeting: Monday, April 4th, 4:30 following the afternoon game.

Meeting adjourned.

ACBL UNIT 191 BOARD OF DIRECTORS MEETING

January 10, 2005
The Bridge Center, Durham

Present – Everyone!

Jim Hansell
Paul Schwenke
Mary Jo Doherty

Pat Bodoh
Darleen Boone
Dave Ashby

Philip Erlenbach
Bob Boggs
Anne Hennessey

Diane Bastian
Barbara Martin
Jay Bates

Meeting called to order by President Hansell who introduced the two new board members (Dave Ashby & Darleen Boone) and acknowledged both Anne Hennessey & Barbara Martin on their reelection.

Secretary's Report: Minutes of the November 22nd meeting and the annual meeting were approved.

Old Business: Election: Chairperson, Pat Bodoh reported that the adopted absentee balloting protocol seemed to be successful. Recommendations: Persons submitting absentee ballots should print their names along with their signatures on the envelopes; and, a brief biography of the candidates should be printed in the *Alert* prior to the election.

New Business: By-laws: Determined that the existing by-laws should be studied for revision and clarification. Pat Bodoh appointed chairperson, Phil Erlenbach and Mary Jo Doherty to serve on the committee.

Webmaster: Jay Bates reported that he is learning under departing Shuba Dey's tutelage; Shuba will continue to update the website and provide assistance long distance. The results of some games have not been posted on the site: John Torrey will post both his and Sue's games. Jeff Puckett has volunteered to assist.

Assignment of Chairperson/Coordinators for 2005: Responsibilities assigned. Report will be filed with ACBL

Recognition Party: Anne Hennessey will organize the event for March 24th at each of the 3 sessions. The awards from ACBL for the Mini McKenney and the Ace of Clubs have been received: Paul Schwenke will order the plaques for players achieving a new milestone.

Report of Standing Committees/Coordinators

Membership: Paul Schwenke reported that the Unit has 424 members, which is the best increase in total membership since 2000. He announced that the ACBL would no longer be giving rebates through their membership incentive program. In the future, a quarterly rebate will be given to Units for the number of players renewing their membership. He also stated that the increase in dues would go in its entirety to the ACBL.

The Unit Growth Seminar (UGS) has 15 persons registered.

The Teacher's Accreditation Program (TAP) has 31 persons registered, which is an excellent response. A rebate will be given to each participant. He estimates the Unit will have a profit after all expenses have been paid. The Board congratulated Paul for his success in organizing the two events.

He also announced that ads could be purchased at a reasonable rate in the daily bulletins at the regional tournaments.

Holiday Party/Annual Meeting: Barbara Martin submitted the final report for another well-attended, successful event (full report on file). The number of guests present indicated that the price of the party did

not seem to be a negative factor. She spoke of some of the problems with the facilities and their pricing schedule; she recommended that other sites be investigated for a comparison, which the Board agreed.

Tournament Coordination: Jay Bates announced that he had signed a contract for both 2005 tournaments (July 8-10 & October 14-16) with Milestone at their Northgate location for \$2500.

Summer Sectional: The proposed flyer was distributed for evaluation and recommendations: Suggested that a map be printed on the back. Noted that the Unit is entitled to a free ad in the District 7 bulletin since this is a new location. The schedule will be similar to the previous year.

Charity Games: Paul Schwenke received information clarifying charity games within the Unit (full report on file). He suggests that the new Unit Charity Games, which are allowed to be run/sanctioned four times a year, be used for some of our special games, i.e. mentoring and pro-am in order to award 100% Sectional Rated Black points.

Announced that ACBL has awarded District 7 \$20,000 to be allocated to no more than five grants to local charities. Paul encouraged our Unit to participate by submitting a plan that must be approved by a District committee. A District will only receive the special funds once every five years, the purpose of which is to move money into local areas. Mary Jo Doherty and Paul will investigate the program and report at the next meeting.

Directory: The question was raised as to how best list the non-Unit players. Determined that the current system is satisfactory for the 2005 publication; in the future, a list will be available at the game sites for non-Unit players to request that their names and phone numbers be added to the Directory.

Special Reports: Dave Ashby attended the recent District Meeting: Announced that funds amounting to \$92,000 are available to reimburse Units for special programs. Various potential programs were discussed which included the awarding of free plays at tournaments for social bridge players. There will be a District 10 STAC game but not all Unit games will participate.

Announcements: Keith Starr will begin an EasyBridge game in Roxboro February 14.

Next Meeting: Monday, February 28, 4:30 PM following the afternoon game.

Meeting adjourned.

ATTENDANCE

HOLIDAY PARTY/ANNUAL MEETING

| Attendance | 1993-1997 | 1999 | 2000 | 2001 | 2002 | 2003 | 2004 | | | | |
|------------------|------------------------|----------|---------|---------|---------|----------|----------|--|--|--|--|
| | Ave. for 5 year period | | | | | | | | | | |
| Pre-registered | 105 | 121 | 144 | 170 | 177 | 170 | 180 | | | | |
| Lunch | | | 132 | 170 | 172 | 173 | 183 | | | | |
| Bridge | | | 128 | 168 | 168 | 168 | 180 | | | | |
| Non-unit members | | | 11 | 20 | 13 | 18 | 23 | | | | |
| Cost per person | \$23.21 | \$25.75 | \$25.69 | \$29.30 | \$28.57 | \$27.77 | \$29.41 | | | | |
| Member fee | \$15.60 | \$20.00 | \$20.00 | \$22.00 | \$22.00 | \$22.00 | \$22.00 | | | | |
| Non-member fee | \$23.80 | \$25.00 | \$25.00 | \$30.00 | \$30.00 | \$30.00 | \$30.00 | | | | |
| Unit subsidy | \$690.00 | \$600.00 | \$753 | \$1064 | \$1062 | \$732.97 | \$965.95 | | | | |

2004 HOLIDAY PARTY AND ANNUAL MEETING

| | <u>ESTIMATED COSTS</u> | <u>ACTUAL</u> |
|-----------------------------------|------------------------|---------------|
| Printing of post cards and agenda | \$75.00 | \$16.91 |
| Name tags – poster materials | \$15.00 | \$32.60 |
| Postage for 200 cards | \$75.00 | \$47.15 |
| Director's fee (x2) | \$170.00 | \$170.00 |
| Director's lunch (x2) | \$60.00 | \$51.24 |
| Caddy | \$30.00 | \$30.00 |
| Caddy lunch | \$30.00 | \$25.62 |
| Sanction fee and hand records | \$80.00 | \$94.60 |
| Meeting Room Rental plus tax | \$214.00 | \$214.00 |
| Sub-total | \$748.00 | \$682.12 |

| | <u>ESTIMATED</u> | <u>ACTUAL</u> |
|---------------------|-------------------------|---------------|
| Grand Buffet | \$18.95 | \$19.95 |
| Service charge @20% | \$3.79 | \$3.99 |
| Sales tax @7.0% | \$1.59 | \$1.68 |
| | \$24.33 | \$25.62 |
| | \$4.28 (bridge expense) | \$3.79 |
| | \$28.61 per person | \$29.41 |

Total expenses - \$5292.95
Income - \$4144.00

Cost to unit - \$1148.95
Refund from Sheraton - \$183.00

Net cost to unit \$965.95

There were some issues at the Sheraton this year – major one being the increase in the cost of the buffet. The rooms and arrangement in the lobby were also not set up properly. I have spoken with the manager regarding these concerns and he tried to explain Sheraton procedures. After expressing my dissatisfaction, he agreed to give us a refund of \$1.00 off the cost per person of the buffet. Sheraton policy is not to guarantee the price of the buffet until 60 days before the event. This seems somewhat unreasonable to me as it gives the Sheraton free rein to charge whatever they choose when we cannot back out because of our contract. I also have a verbal consent to negotiate any contract for next year (should that happen) with the manager and not with Jennifer Haygood, the catering representative.

I feel we should consider other possibilities for next year – perhaps look into the Carolina Inn or other locations. While the Sheraton is convenient, spacious, serves delicious food, I don't feel we can put our unit in a position for them to continually charge higher and higher prices once we have paid a deposit and are committed to a contract.

Barbara Martin