

# **Board of Directors**

American Contract Bridge League of Santa Cruz, Unit 550

## ***2015 Meeting Minutes***

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***Please note that this is one file and if you print it out, you will get the entire set of minutes.***

# **Board of Directors Meeting**

## **American Contract Bridge League of Santa Cruz Unit 550**

**December 8, 2015**

**1. Call to Order:** President Ken Llacera called the meeting to order at the Santa Cruz Bridge Center at 2:30 PM.

**Present:** Ken Llacera, John Benich, Ken Gamble, Ken Martin, Nancy Wainer, Lani Ray, Sam Badawi, Ginger Stone, Rich Hill, Bette Harken

**Absent:** None.

**2. Approval of Minutes:** The November minutes were unanimously approved.

**3. Treasurer's Report:** Ken Martin presented the Treasurer's Report. The Board accepted the report.

### **4. New or Continuing Business:**

#### a. Election of Officers:

The following slate of officers was voted upon and accepted: Ken Llacera, President, Sam Badawi, Vice President, Bette Harken, Secretary, Ken Martin, Treasurer, Ginger Stone, Membership, John Benich, Facilities, Nancy Wainer, Club Liaison & I/N Coordinator.

#### b. 2016 Budget:

Calendar year, cash basis projected loss for 2016 is approximately \$4000. The Finance Advisory Committee was recommended to review the budget and other financial issues. It will be chaired by Rich Hill, with Ken Martin, Sam Badawi, Ken Llacera, and David Harken. The motion was voted upon and accepted.

#### c. Rising Stars Preparation:

Ken Gamble will chair the Rising Stars Tournament, replacing Patrick Sullivan. Currently there is no co-chair, which is an issue this year and means there's no one getting prepared for next year. Ken L will edit the flyer and send to Ken Gamble for review. Ken G will ensure that Karen gets the tournament information into the Forum.

#### d. Unit Game Hospitality:

Mary Pulliam has prepared for and cleaned up after the Unit games. With her other responsibilities and after her surgery, she will no longer be handling these functions. The Unit will return to the rotating hosts from the Board: generally two board members

will be assigned to each unit game to prepare the room and food for the game, including picking up fruit, cheese, or other snacks (the Unit maintains a supply of non-perishable snacks in its cabinet). A 6 month calendar listing Unit Games and Hosts will be initiated by Ken Llacera. Unit Game Hosts should be completely familiar with the Hospitality Task List (see the website). Each Unit Game has a \$30 food budget. Rich Hill and Ken Gamble will host for the Unit Game on Saturday December 12.

Ginger noted that the facility was a “mess” when she, Bette and David came in to ready the Holiday Unit Game. A janitorial committee costing of John Benich, Ginger Stone and Lani Ray was set up to look at janitorial commitments. They will review the days of the garbage pick-up and performance of the contracted janitorial company. Ken will remind the Club

e. 2016 Goals:

i. Host two successful sectional tournaments.

ii. Enhance SCBC’s reputation as a friendly, fun place to learn and play bridge.

Ken Llacera encouraged all Board members to report any behavior contrary to the positive behavior expected.

iii. Increase the number of players

Discussion ensued on how to increase players at the club, our primary goal. A recommendation was made to have a unit sponsored club game for non life masters on a Saturday. A committee consisting of Nancy Wainer, Ginger Stone, Lani Ray and Bette Harken will meet to discuss and recommend different, creative ideas for Unit Games and other ways of attracting newer players to any game.

iv. Start a Newcomers Game.

The Newcomers game will be continued. Different ways to increase the numbers playing will be discussed with Robin.

v. Create a new ongoing revenue program.

Noting the creativity and talent of our current bridge players, Lani Ray suggested a member sponsored silent auction. The items for the auction would be donated by club members. Suggestions included wine, jewelry, a painting, playing a game with a pro. Discussion on this will be continued in the future.

vi. Deliver one member program that is educational and that is no charge to members, such as the Expert At Your Elbow run earlier this year.

vii. Renegotiate and execute a new SLA before Aug. 1.

**5. Friday Game:** Discussion on buying Sherry's game continued. In accord with Goal v, it is in the Unit's best interest to buy Sherry's game. The Board made a motion to obtain a sanction for the Friday morning game and a motion for a fair price to be negotiated with Sherry was approved.

**6. Advisory Committee Reports:** None

Date for the next meeting: January 12. Meeting adjourned at 4:20 PM

Respectfully submitted,

Bette Harken, Secretary

# **Board of Directors Meeting**

## **American Contract Bridge League of Santa Cruz Unit 550**

**November 10, 2015**

**1. Call to Order:** President Ken Llacera called the meeting to order at the Santa Cruz Bridge Center at 2:25 PM.

**Present:** Ken Llacera, Ken Gamble, Ken Martin, Nancy Wainer, John Benich

**Absent:** Patrick Sullivan, Ginger Stone, Annemarie Moller, Rich Hill, Bette Harken

**2. Approval of Minutes:** The October minutes were unanimously approved, with a minor change to the section on the Treasurer's Report.

**3. Treasurer's Report:** Ken Martin presented the Treasurer's Report, pointing out that the negative amount for the month was due to a "catch-up" by PACCOM for the PG&E bill. The Open Sectional was extremely profitable compared to earlier years.

### **4. New or Continuing Business:**

a & b. Newcomer and Thursday Games: There was a general discussion re: lower table counts for both these games. It was suggested to Bill that he run an Open section alongside the NLM game. Robin will make a decision about the Newcomer Game after the December 16 session.

c. Pro-Am Game: Ken G reported on the success of this special game. The nine table game was completely filled. The Unit donated the table fees for the Pro's. Many players recommended that this type of the game be organized again in 2016.

d. NAP: Ken L reported on this two-session game. Along with STaC Saturdays, this game ranks as one of the most successful Unit games in the year. Several tables were filled by non-550 players.

e. Unit Game Logistics and SCBC Supplies: Mary Pulliam has notified the Board that she can no longer purchase supplies for the SCBC nor do the setup and cleanup for Unit games. Nancy volunteered to purchase supplies which are sourced at Costco, except water and sodas; John Benich agreed to purchase and deliver water and sodas; and, Board members will be asked to rotate as "hosts" for Unit games. (The "host" assignments have yet to be made as of this date.)

h. Friday Game: Sherry will put her Friday game up for sale. The Board unanimously voted to negotiate with Sherry for her game.

## **5. Advisory Committee Reports**

h. Ken L reported that he has undertaken a major re-write of the website to allow secure sign-on by members.

Meeting adjourned at 4:00 PM.

Respectfully submitted,

Ken Llacera for Bette Harken, Secretary.

# **Board of Directors Meeting**

## **American Contract Bridge League of Santa Cruz Unit 550**

**October 6, 2015**

**1. Call to Order:** President Ken Llacera called the meeting to order at the Santa Cruz Bridge Center at 2:20 PM.

**Present:** Ken Llacera, Annemarie Moller, Ken Gamble, Ken Martin, Nancy Wainer, Ginger Stone, Joanne Browne, Marti Jones, Bette Harken

**Absent:** Patrick Sullivan

**2. Approval of Minutes:** The September minutes were unanimously approved.

**3. Treasurer's Report:** Ken Martin presented the Treasurer's Report. He indicated that rent has increased, PGE raised their rates, insurance premium has increased 33% and number of players has decreased. The 2016 budget will include withdrawals from the Vanguard account. (To address the decreasing number of players, Annemarie recommended we look into a system for partnerships.)

### **4. New or Continuing Business:**

a. Surf's Up Sectional: Joanne Brown and Marti Jones reviewed the details of the Sectional scheduled for October 10, 11 at Kirby School in Santa Cruz. Water will be supplied by Janie Hansen. Sodas will be taken from the club and supplemented as necessary. Food sign ups have been very good. Ken Martin and Jan Winham will make up boards Friday evening and Jan will bring the boards to Kirby. All other boards have been completed by Ken Llacera. Lynn Yokel, Director for the tournament, has requested two sets of boards for each session. Fast results and ACBL Live will post results. Fast Results sign ups will also be posted at Kirby.

b. Newcomer Game: Robin will continue the Wednesday night Newcomers game.

**Expert at your Elbow:** Nancy reported that the Expert At Your Elbow was very successful with good feedback. The newer players suggested more hands be played by the experts.

**Pro-Am Game:** Ken Gamble reported on the details for the Pro-Am game to be held October 31. The game will be preceded by a potluck at 11:30, game beginning at 12:30. Food for the potluck will be provided by the amateurs. Ken G has contacted 16 pros (over 1000 points) and 13 have committed to date. Ken Llacera will send an email to all players with 250-1000 points. These "Advancing" or "Amateur" players can either reply to the email or sign up on the bulletin board. If there are more Amateurs than Pros, there will be a blind draw. Ken Gamble will do the pairings and let the pairs know in advance.

c. Thursday afternoon game: The number of NLM game participants has been decreasing; the last two games were cancelled. The game at the Senior Center is drawing away from the Thursday game. Nancy will ask Bill about expanding the game to include Open players.

d. SLA Renewal Committee: All owners have submitted their signed Addendums. The Addendums took effect October 1.

e. Board Election 2016-2017: Ballots are out. As there are six names on the ballot and six openings, some members have been overheard saying they are not voting because it is not a “competitive election.” The Board noted that there is plenty of opportunity for others to come forward to stand for election, but there is always an effort to get enough Board members.

f. Bulletin Boards: Ginger Stone would like an additional board for Membership. A new board for Tournaments will be purchased by Ginger from the Palace and put on the back wall. There will be five Unit boards: Unit, Membership, Community, Tournament and “Sunshine” (the board for posting information about members who are hospitalized, sick or have recently passed away; Diane Schilling is in charge of writing to members and posting to this board. Board members are encouraged to keep her informed. The name of this board was discussed as “Sunshine” doesn’t seem quite right. FYI was suggested, but it was felt to be too general.

g. QUIP Report New Member Gains: The latest QUIP report (Quarterly Unit Information) shows membership trends across units and the ACBL. Of the 22 units in D21, Unit 550 was second in new members added to the roster in last 12 months. Unit 550 is 30<sup>th</sup> in all of ACBL.

h. Vote on recall election for Roger Smith: Smith is our District 21 Representative: Every District votes on a Representative who becomes a Board member of the ACBL. Roger’s term is up in 1.5 years. The vote is whether or not to request a recall election for Roger. After discussion, the Board voted unanimously to request a recall election.

## **5. Advisory Committee Reports**

None.

Meeting adjourned at 4:00 PM

Respectfully submitted,

Bette Harken, Secretary.

# **Board of Directors Meeting**

## **American Contract Bridge League of Santa Cruz Unit 550**

**September 15, 2015**

**1. Call to Order:** President Ken Llacera called the meeting to order at the Santa Cruz Bridge Center at 2:30 PM.

**Present:** Ken Llacera, Annemarie Moller, John Benich, Ken Gamble, Ken Martin, Nancy Wainer, Ginger Stone, Joanne Browne, Bette Harken

**Absent:** Rich Hill, Patrick Sullivan

**2. Approval of Minutes:** The July and August minutes were unanimously approved.

**3. Treasurer's Report:** Ken Martin presented the Treasurer's Report. The Board accepted the report.

### **4. New or Continuing Business:**

a. Surf's Up Sectional: Joanne Brown reviewed the details of the Sectional scheduled for October 10 & 11 at Kirby School in Santa Cruz. Kirby has purchased a number of fans, so the SCBC will not need to purchase separate fans. Ken L said that he needed help making up the boards (4 sets for Sat AM and 4 sets for Sat PM). Ken L will set up the dealing files on the computer. Ginger, Rich and Ken M, in addition to Ken L will make up the boards.

b. Newcomer Game: Nancy communicated Robin's decision to abandon the Newcomer Game on the 2<sup>nd</sup> and 4<sup>th</sup> Wednesday nights as the table count has not exceeded three any night. There was discussion about moving the Newcomer Game during the day, as the classroom is almost always available. Ken Llacera will send an email out to 0-20 masterpoint members to see if they would come during the day and, if so, what day would be best.

Robin will only continue the Newcomer Game until Wednesday evening September 23.

c. Beginner Lesson Instructor: Nancy Wainer will ask Pam and Jan if either would be willing to teach Beginner Bridge lessons. Nancy has a list of beginners but there's no instructor. Nancy Wainer will continue giving advanced beginner lessons on the first and third Monday nights.

d. Expert at Your Elbow: 12 experts and 28 "amateurs" signed up. Format: Experts play 3 hands; Amateurs watch. Then Amateurs will play with 2 pros at each table. Robin, Pam, Virginia will work with 3 tables of people with less than 5 points.

e. Pro-Am Game: Ken Gamble will organize and promote game for a Wednesday night. Ken L will meet with Ken G to discuss details. Format: Nine tables with two Pros for each table. Last Pro-Am game had 18 Pros. Discussion of masterpoint range for Pros and Am decided that unlike the last Pro-Am, where the Pros were recruited individually, there would be a straight cutoff: Pros: Over 1000MPs; "Ams": Under 1000 points.

f. SLA Renewal Committee: Ken Llacera has sent the renewals to the Club Owners. There has been 1 return; deadline is September 30, but the Renewal terms go into effect on October 1 regardless of whether the Renewal has been returned, as all the Club Owners agreed to the terms. SCBC took the percentage increase in the lease (2.4%) and applied to the Game Charge; raising it from \$51 to \$52.20 per game. The Table Charge increased from \$2.75 to \$2.96 due to the increase in the PG&E bill (electrical). The Renewal also allows Club Owners, for this renewal period only, to raise their Table Fees \$0.25 without sharing this increase with the Unit; any increase above \$0.25 is shared with the Unit. There were two other changes to the SLA: (1) The day before Thanksgiving was added as a holiday; (2) An NLM game conflicting with a Regional Gold Rush pairs can cancel without charge.

g. Board Election. John Benich has made several phone calls. The Board has six open slots and three incumbents rerunning.

h. Dolores Abrams Game Suggestions for next year. Date might have precluded a number of players this year; February 2016 was suggested and approved. Another suggestion is to have 299ers in classroom as a separate section. This will require 2 directors. Bette Harken has agreed to coordinate the game for 2016.

i. Annual Meeting and Holiday Party Logistics: The date has been set for December 5 at 10:30A. Ginger Stone will coordinate, The Unit will provide the meat. Election results for the Board of Directors will be made at the Holiday Party. Ballots will be counted by Bette Harken on Friday, December 4 or the morning of December 5.

#### **4. Advisory Committee Reports**

None.

Next Meeting is October 6

Meeting adjourned at 4:00 PM

Respectfully submitted,

Bette Harken, Secretary

**Board of Directors Meeting**  
**American Contract Bridge League of Santa Cruz Unit 550**

## August 11, 2015 Minutes

**1. Call to Order:** President Ken Llacera called the meeting to order at the Santa Cruz Bridge Center at 2:20 PM.

**Present:** Ken Llacera, Rich Hill, Annemarie Moller, John Benich, Ken Martin, Ken Gamble, Nancy Wainer

**Absent:** Bette Harken, Patrick Sullivan, Ginger Stone.

**2. Approval of Minutes:** The July minutes had not been distributed at the time of the August meeting.

**3. Treasurer's Report:** The Treasurer's Report was accepted as presented. It has come to the Board's attention that there is no policy for checks received that have insufficient funds. The Board has adopted a Check Bounce Policy. Anyone presenting a bounced check will get a warning. The second and any subsequent checks that bounce will incur a \$25 /check charge. The policy is effective June 1.

### 4. New or Continuing Business

a. Medical Supplies: Shirley Llacera has agreed to maintain the medical supplies.

b. Parking Permits: The Board decided to take no action on Parking Permits that PACCOM suggested as they do not seem to understand that the SCBC has many people attending games; not like a business which has a small set of employees.

c. Karen Powell Letter: Karen had hurt herself coming up the stairs. Ken L had pointed out to her that the SCBC space did not include the stairs. She subsequently decided to contact PACCOM directly.

d. Rising Stars Final Status: Annemarie will finalize purchasing new coffee pots for use at sectionals. John Benich is purchasing the fans that Annemarie recommended. (After the meeting, Patrick agreed to continue as Chair of the 2016 Rising Stars.)

e. Nominating Committee: John Benich agreed to head up this committee. Members running for 2016-2017 Board of Directors: Rich Hill, Ken Martin, Nancy Wainer; members not seeking re-election: Annemarie Moller, Patrick Sullivan; Bette Harken has not indicated her choice yet.

f. SLA Negotiation: Due to the CPI and the electrical costs (see Electrical Reconciliation from earlier months) not being available, except for estimates, the deadline for the SLA has been moved to mid-September.

g. Premium Membership: Ken Gamble suggested examining the idea of a "Premium Membership" that would be optional but raise money for the Unit. Perhaps there would be a bridge game/party at the end of the year for just "Premium Members".

h. Refrigerator: Ken L reported that the refrigerator contained a lot of food that was rotten or at least very old and well past the “Best By” date. Nancy W volunteered to keep the refrigerator clear of old food.

## **5. Advisory Committee Reports**

None.

Meeting adjourned at 3:45P.

Respectfully submitted,

Ken Llacera, Acting Secretary

# **Board of Directors Meeting**

## **American Contract Bridge League of Santa Cruz Unit 550**

### **July 14, 2015 Minutes**

**1. Call to Order:** President Ken Llacera called the meeting to order at the Santa Cruz Bridge Center at 2:15 PM.

**Present:** Ken Llacera, John Benich, Ken Martin, Ken Gamble, Ginger Stone, Nancy Wainer, Joanne Brown, Marti Jones

**Absent:** Bette Harken, Patrick Sullivan, Annemarie Moller

**2. Approval of Minutes:** There were no June minutes as there was not a quorum.

**3. Treasurer's Report:** The Treasurer's Report for both June and July was accepted as submitted.

#### **4. New or Continuing Business**

a. Jackie Zayac: Jackie made a presentation regarding her candidacy for Second Alternate District Director.

b. Electrical Cost Reconciliation: Patrick, Rich and Ken had worked through the issue with PACCOM and had reached a settlement; \$1675 for the 2013-2015 electrical overcharges and charges for A/C which were not billed to the SCBC.

c. Parking Permits: Rich will write to PACCOM to outline why their "permit" system does not work for the SCBC and its members.

d. SLA Renewal Committee: Ken L has provided a proposal for the SLA Renewal to the Club Owners. There's been no feedback from the owners. Nancy suggested that is because the Unit doesn't seem interested in any negotiation. Rich agreed to contact the owners and set up a meeting to discuss the SLA proposal once the CPI increase is provided by PACCOM.

e. Unit Board 2016-2015 Nominating Committee: Members up for election: Rich, Ken M, Bette, Nancy, Annemarie and Patrick (serving one year). Ken L asked these directors to decide if they would stand for election for the 2016-2017 term. All will decide at the next meeting. John will contact members who have expressed interest in running for the Board. Ken L will send out an email blast soliciting any interested member to submit their name into nomination. (As of September 14 no one had responded to the email.)

f. Fans for Kirby: John will handle purchasing these.

g. Surf's Up Sectional: Joanne and Marti gave a short report on the status of the sectional. Everything seems ready for the event; flyers are being distributed at Santa Clara and other events.

h. Mentor Program. This item evolved into a discussion of the Unit sponsoring a Pro-Am game on an open Wednesday night. Ken G agreed to organize this event. Nancy volunteered to rerun her very popular "Expert At Your Elbow" event on Wednesday, September 16.

i. Newcomers Game: Robin asked for a subsidy to continue her Newcomers Game, which was not profitable (In August there were 4 and 3 tables). The proposal, which Robin agreed to, is that the subsidy would be half the Game Charge and the Unit would subsidize her snack budget by \$10. All other charges would remain the same. This proposal would apply to Newcomer Games only. If the game grows over 5 tables, the charges revert to standard (SLA), except for the snack subsidy which doubles to \$20.

## **5. Advisory Committee Reports**

None.

Meeting adjourned at 4:15P.

Respectfully submitted,

Ken Llacera, Acting Secretary

# **Board of Directors Meeting**

## **American Contract Bridge League of Santa Cruz Unit 550**

### **May 12, 2015 Minutes**

**1. Call to Order:** President Ken Llacera called the meeting to order at the Santa Cruz Bridge Center at 2:30 PM.

**Present:** Ken Llacera, Annemarie Moller, John Benich, Ken Martin, Ken Gamble, Patrick Sullivan, Ginger Stone, Nancy Wainer

**Absent:** Bette Harken

**2. Approval of Minutes:** The April minutes were unanimously approved.

**3. Treasurer's Report:** Rich Hill agreed that the Budget as revised and published on the web answered his concerns raised last month. There being no questions about the April Treasurer's report, it was accepted.

#### **4. New or Continuing Business**

a. Medical Supplies: Gloria Morrison, with supplemental medical supplies from Annemarie, has updated the medical kit. She will keep it current. There was a discussion about "aspirin modules"; Annemarie will research getting these for the kit.

b. Rising Stars Final Status: Annemarie put forth a motion for the SCBC to purchase large coffeemakers to replace the small ones currently used. Unanimously approved. John Benich will contact Josh Karter to discuss fans and perhaps have John Hadley's company review the air flows in the events room at the Kirby School.

Caddies: It was decided to have only one caddy for the Rising Stars on Sunday; the Surf's Up tournament will continue to use two caddies.

c. Electrical cost reconciliation: Rich and Pat will send a certified letter to PACCOM stating the SCBC believes there were overcharges dating back to our move-in date (September, 2012) that amount to over \$3000.

d. Mentor Program. No update.

e. Newcomer Games. There was a discussion on having another Unit-sponsored Pro-Am game on Wednesday night. Ken will look into possible dates.

f. Logo for Shirts. On hold.

g. Directory and Sectional Sponsorships. Ken L sent out email to all members with information about corporate sponsorship opportunities to give every member a chance to participate; there was not a single response or reply.

h. SLA Renewal Committee. The committee has agreed on a position for the coming year (or two if the Club Owners agree) and have communicated the outline to the Club Owners.

i. The Common Game Status. Ken Gamble initiated this request to all Club Owners with open games. All Club Owners with open games and the Unit are now participating.

## **5. Advisory Committee Reports**

None.

Meeting adjourned at 3:30P.

Respectfully submitted,

Ken Llacera, Acting Secretary

# **Board of Directors Meeting**

## **American Contract Bridge League of Santa Cruz Unit 550**

### **April 14, 2015 Minutes**

**1. Call to Order:** President Ken Llacera called the meeting to order at the Santa Cruz Bridge Center at 2:30 PM.

**Present:** Ken Llacera, Annemarie Moller, John Benich, Ken Gamble, Patrick Sullivan, Nancy Wainer, Ginger Stone, Bette Harken

**Absent:** Ken Martin, Patrick Sullivan

**2. Approval of Minutes:** The March minutes were unanimously approved.

**3. Treasurer's Report:** Rich Hill asked if we had a budget. Ken Llacera said that Ken Martin submitted a budget by email. 7 approved the budget. 2 opposed. The following reasons for opposition were stated by Rich Hill: there were large negative numbers in report, no explanations, and no prior budget. Rich suggested that the SCBC have a calendar year budget. With a calendar year the budget could be reviewed in October and approved in November. Rich stated that there are three reasons to have a budget: 1. A budget legitimizes expenditure. It is a best guess and it can be changed 2. A budget should provide information to membership 3. A Budget should be a planning tool. Ken L stated that the Board that is elected in December and board members should prepare the budget in January after they meet and discuss goals. Ginger asked why the SCBC does not adopt a fiscal calendar year from July 1- June 30. Nancy suggested a compromise: The budget would be prepared in November reviewed in December, and approved by the new board in January. Ken L recommended that this item be tabled until the Treasurer is present. Rich Hill suggested that Summit (the company that does the SCBC's taxes) should be involved in fiscal year decision. Ken L disagreed. The history of the budget is that after the SCBC became incorporated, budget was initiated. The questions regarding the budget are: 1. When should we do budget? 2. Is the current budget sufficient for the SCBC? The budget discussion is tabled until Treasurer is present.

### **4. New or Continuing Business**

a. Medical Supplies: Gloria Morrison, a nurse and currently still working, indicated that the current medical supplies at the SCBC are insufficient due to the age population of the bridge members. The average age for the SCBC is over 70 and Gloria indicates we need a better medical supply. Gloria also indicated that there should be a control over the supplies. Gloria will get a list prepared and email it to Ken L. Gloria, as our medical specialist, has also volunteered to check and monitor the medical supplies.

b. Rising Stars Final Status: All board members had read the email that Annemarie sent to them. Annemarie recommends the SCBC buy coffeemakers to replace the small ones currently used and so that the SCBC does not request the Kirby coffeemakers for the tournaments. She will check out the prices for the stainless steel coffeemakers.

FedEx code: Annemarie indicates that we need to have the correct Fedex code. Ken will get the discount code from ACBL.

Tournament Announcements: Annemarie recommends that all directors make the announcements for the tournaments. She would like the directors to support the tournaments by making the announcement regarding the tournament before their games.

Caddies: Annemarie does not think we need them for the Rising Star Tournament because we do not have enough Swiss Teams. The caddies are necessary for Surfs Up. Annemarie will talk to Lynn to get her opinion and Ken L will talk to Josh regarding the caddies.

Fans: Fans are necessary as the tournament site at Kirby get very hot. Annemarie will price them. Nancy suggested that we could use member's fans, but the logistics of this is too complicated.

Fast Results: Ken L believes that although Fast Results is an excellent service, it is important that tournament players can go to our website and get results. The format is common to all District 21 tournaments and the \$25 per day price is not unreasonable to have the tournament results be reformatted and posted to our site.

c. Electrical cost reconciliation: Rich Hill stated that Isaac, the representative for PACCOM, indicates that probably the electricity charges for the SCBC changed in July, 2013 when the air conditioning unit was correctly set up to run through the SCBC submeter. The electrician was at the SCBC today correcting the problem, according to Isaac. The SCBC has been charged for over a year for the electricity for the common area and some portions of Jabico. The questions are: What are we paying for? What should we pay for? Discussion will continue with PACCOM.

d. Newcomer Game Status. Nancy reports that there have been 5 games, between 3 to 6 tables each. Robin's March game was a wash. There will be a subsidy for the 3 table game. We have 20 new members since the beginning of the year. Incentives (two free games) and the booklets were instrumental in getting new members. Ken L reported 27 new members since March 26 and 31 new members since the beginning of the year.

e. Mentor Program. Ginger reports that she is forwarding all information to Karen Schamberg for The Forum. We have 20 mentees and 21 mentors for our mentor program. The program starts May 1. Ken L asked that all Board members encourage members to attend the Recognition Game on April 25.

f. Logo for Shirts; Tabled

g. Directory and Sectional Sponsorships. Ken L reported that the new Phone Directory was sent to all Directors for final review. Previously, John Hadley sponsored it. Proposal: \$400 to be sponsor of Directory and two sectional tournaments. Ken would also like to propose the same to Janie Hanson, a real estate agent, who has sponsored sectionals and has expressed an interest in sponsoring the directory. Ginger recommended that the notice go to all members with information about corporate sponsorship opportunities to give every member a chance to participate. Ken L will send out an email.

Previously the SCBC had a problem with mass mailing, due to new FCC regulations. The problem has been solved; in addition the solution provides visibility if members have read the emails

h. SLA Renewal Committee. (Sublease Agreement) The entire agreement is on the web site for reading. Rich Hill, Ken Llacera and Patrick Sullivan are on the SLA Renewal Committee and will meet in the future. Nancy will be brought into the discussion, once a general strategy has been developed.

i. The Common Game Status. Ken Gamble initiated this for all open games. All directors are willing to do this.

k. Large Player Chairs. There has been consternation regarding the chairs. If there are 2 being used and a third person needs one, Ken L recommends that the policy is that the Director should give up their chair. The policy was voted on and recommended. If anyone sees a chair for sale, they should notify the Board. Ken L will update the Policy and Procedure manual.

l. Cleaning Bridgemates. Friday after the game Annemarie, Ken G, Ginger, and Rich Hill will clean the Bridgemates and replace the batteries.

## **5. Advisory Committee Report**

Webmaster; Discussion ensued on the location and convenience of the dealing machine in the classroom. In the future, the dealing machine's standard location will be in the classroom, with the ability to move it back to the Main Room.

A number of months ago, members asked that the address not be shown on the member query. Ken L has programmed it so that you can update your information and indicate whether you want address shown or not. The email will be sent to all members.

Meeting adjourned at 4:20

Respectfully submitted

Bette Harken, Secretary

# **Board of Directors Meeting**

## **American Contract Bridge League of Santa Cruz Unit 550**

### **March 10, 2015 Minutes**

**1. Call to Order:** President Ken Llacera called the meeting to order at the Santa Cruz Bridge Center at 2:30 PM.

**Present:** Ken Llacera, Annemarie Moller, John Benich, Ken Gamble, Ken Martin, Patrick Sullivan, Rich Hill

**Absent:** Bette Harken, Nancy Wainer, Ginger Stone

**2. Approval of Minutes:** The February Minutes were unanimously approved.

**3. Treasurer's Report:** Ken Martin presented the Treasurer's Report for February, 2015. He explained that revenues and expenses were almost exactly on budget, and that we had sufficient cash on hand to meet all our immediate needs comfortably. The report was unanimously accepted.

#### **4. New or Continuing Business:**

a. Rising Star Tournament Status: Annemarie reported that the Rising Stars tournament plans were complete, and that she did not anticipate any problems. The tournament is scheduled to begin in four days.

b. Electrical cost increase investigation. Rich Hill presented the results of his work untangling electrical charges (since 2014) that have resulted in a 56% increase in usage and a 75% increase in cost (due to higher tier charges). He reported that the SCBC has been paying for not only direct electrical costs in the SCBC suite, but also the costs for the common areas, and for a portion of Jabico usage (probably plugs in their kitchen). The landlord has finally admitted that the electrical service was not partitioned correctly and promised to hire an electrician to thoroughly investigate. Rich advised that the Unit form a subcommittee to oversee this investigation, and to formulate a demand to the landlord for a detailed accounting of electrical, HVAC, and common area electrical costs. The President appointed Rich Hill and Patrick Sullivan to this subcommittee.

c. Newcomer Game Status: Nancy Wainer was not present to report on the Newcomer game, but Ken Llacera reported that the game was very well attended, and that at least two individuals had joined the ACBL so far.

d. Mentor Program: Ginger Stone was not present to report on the Mentor program, but various members reported that a number of members were disgruntled with the requirement to attend at least one Unit Game in the past six months as a program prerequisite. Ken Llacera reminded the Board that the Unit was hosting a Pro-Am game on Wednesday evening April 15 which would also qualify a Mentee for the program, in addition

to the four Saturday Unit Games. The Board discussed the requirements and choose not to make any change for the 2015 program.

e. Computer repair and dealing machine: Ken Llacera updated the Board on the status of the failing hard drive on the SCBC computer. The failing drive has been successfully replaced. Nancy Wainer donated her father's desktop computer to the Unit which Ken L and Ken M are reconfiguring as a backup computer.

Ken L discussed the up-coming servicing of the dealing machine. It requires factory maintenance every 40,000 deals, which is being approached. Ken Martin and John Benich volunteered to pack the machine up for shipment to Baron Barclay, which perform the maintenance.

Annemarie reported that the individual BridgeMates were dirty and had sticky keys. Five members of the board volunteered to clean the devices.

f. SCBC logo shirts: At a prior meeting, the Board decided to conduct a trial program of producing and selling polo shirts with a logo for the bridge center. Patrick Sullivan volunteered to produce a logo for the Board's consideration prior to any further actions on this project.

g. 2015 Goals: The Board reviewed last year's goals, and solicited ideas for new goals. Upon a motion by Rich Hill, seconded by Annemarie Moller, the Board unanimously approved the following goals:

1. Host two successful sectional tournaments
2. Enhance SCBC's reputation as a place for friendly, fun place to learn and play bridge
3. Increase the number of NLM players in Unit Games
4. Start a Newcomers Game
5. Create a new ongoing revenue program
6. Deliver one member program that is educational that is no-charge to members
7. Resolve the electrical issues with landlord
8. Renegotiate and execute a new SLA before Aug 1.

h. Signature Card at Union Bank: Rich Hill moved that the Board approve the actions taken recently to update the signature card at the bank. This motion was seconded and unanimously approved. The changes are as follows:

- Ken Llacera and Ken Martin are approved as Contracting Officers;
- Rich Hill is added as a signatory, and;

- Wayne Boss and Brue Dau are removed.

h. Common Game: Ken Gamble reported that only one club owner is offering “The Common Game,” posting, in which each player’s performance is measured against hundreds of other players across the US. Additionally, expert analysis and commentary is available all at no cost. The Board will encourage members to request that club owners consider this excellent amenity.

There being no further business, the meeting was adjourned at 3:45 pm.

Respectfully submitted,

*Patrick Sullivan*  
Acting Secretary

# **Board of Directors Meeting**

## **American Contract Bridge League of Santa Cruz Unit 550**

### **February 17, 2015 Minutes**

**1. Call to Order:** President Ken Llacera called the meeting to order at the Santa Cruz Bridge Center at 2:30 PM.

**Present:** Ken Llacera, Annemarie Moller, John Benich, Ken Gamble, Ken Martin, Patrick Sullivan, Nancy Wainer, Rich Hill, Ginger Stone, Bette Harken

**2. Approval of Minutes:** The January minutes were unanimously approved.

**3. Treasurer's Report:** Ken Martin presented the Treasurer's Report for January 2015. The Board accepted the report.

#### **4. New or Continuing Business:**

a. Rising Star Tournament Status: Annemarie asked if there was a trophy to be given at the Rising Star Tournament. The answer was negative. In order for the Tournament scores to be posted immediately, the WiFi at Kirby needs to be accessed with a password. Annemarie will obtain this and give it to Lynn Yokel.

Annemarie reported that there are enough volunteers in the kitchen to make sandwiches for the lunches. Nancy recommended the small roll ups from Cosco, as they would be much easier and inexpensive. Annemarie stated that they are difficult to purchase as the number wanting lunches is difficult to determine. Nancy stated that tournament players can sign up for lunches when they purchase their game play. If they do not sign up, no lunch will be available for them. Annemarie will take this recommendation back to her committee.

Annemarie asked if there was a requirement to have 2 tournaments annually. Ken L. reported that the requirement is for one tournament. There is no requirement for a NLM tournament. The revenue goal for a tournament is between \$2000-\$2500.

Ken L reported that the ACBL has widened the field for an I/N tournament; any player with less than 500MPs, including Life Masters, can participate in the tournament. Annemarie will communicate this to Unit 550 members.

The tournament chairs for the 2015 Surf's Up Tournament are Joanne Brown and Marti Jones. The chair for the 2016 Rising Star Tournament will be Patrick Sullivan.

Making up the boards for the Rising Stars Tournament: Ken L indicated that there are 72 boards to be made up. Ginger, Ken G and Rich Hill will make up the boards Wednesday, February 18, 10:00 AM. Ken M will be in charge of the boards for the tournament and bring them Saturday and Sunday.

b. Electrical Costs: Rich Hill reported that we used more kwh in 2014 than in 2013. He reviewed a print out for kwh used daily by the SCBC. Nancy indicated there were more lessons given in the second room in 2014, perhaps accounting for the increase. The normal usage is estimated at 17 kwh daily.

Pat Sullivan reviewed an analysis of Electric Consumption by the SCBC. Actual vs expected usage indicates an overcharge of 146% - 283%. Discussion on how the air conditioning/heating system is allocated to the building tenants ensued. Discussion with Isaac, the landlord's manager, regarding how the common areas are monitored and allocated is necessary. Rich Hill will discuss the increase with him.

c. Defibrillator: Discussion regarding the defibrillator and the information sent by Patrick is summarized here: In addition to the cost of the defibrillator, there would be necessary training. Bette indicated that the cost for the instructor is \$130, in addition to \$90 for each member trained. Training must be conducted every two years. It was noted that after the 911 call was made from the SCBC, the paramedics arrived in approximately 5 minutes as their location is close. Ken L indicated that the SCBC members were not requesting the installation of a defibrillator. A vote was held regarding the installation of the defibrillator. It was decided one was not necessary at this time.

d. Newcomer Game: Nancy reported that one newcomer class was held. There are two per month. Nancy volunteered for the first game. The director's fee will be in place for the next game. Robin will direct future Newcomer games

Ken L proposed an incentive to promote newcomers joining the ACBL: Unit 550 will pay for two games. This will allow the newcomers to get email notices and obtain master points. Nancy recommended a package deal: if newcomers join ACBL by April 30, they will get a Duplicate Bridge book and two free games. Rich made the motion, it was seconded and passed.

Additional ideas for player development will be discussed at the March meeting.

e. Mentor Program: Ginger recommended that members be able to purchase a *Adventures in Duplicate* book as well as a name tag. Sign-up sheets will be hung for both. Books will sell for \$3.00

Ginger reported that the goal of the Mentor/Mentee program is to have each member, regardless of points, become better players and feed into the open games. Ginger will send an email to all life masters for the mentor program which will start May 1-July 31. Points for the mentees will be 50-300.

There will be additional criteria for the mentees; specifically the criteria includes:

- ACBL and Unit 550 member
- Regular play at the SCBC
- Have played in at least one Unit Game in the last six months

In order to facilitate the last criteria, the Unit will run a Pro-Am game on Wednesday, April 15 at 6:30PM. Ken L will direct and recruit the Pros.

f. Slow Play Game; Rich Hill reported that he has been approached by 3 members regarding slow play. Nancy reported that each of the Club owners run their business independently. Asking the club owners/directors to take away boards or take action on slow players would not be agreeable.

Ken L reported that there have been some members that have expressed that they will not come to future games if the slow players remain. Nancy, as liason between the board and the owners, will discuss with the club owners. She will recommend that there is a consistent club policy.

g. Signature Authority. Ken M will discuss new signature cards with Union Bank. Rich Hill will accompany Ken M to the bank. Rich will review the wording with Bette and a letter will be sent by Bette as Secretary indicating the replacement of Bruce and Wayne by Rich as Vice President.

h. Goals for 2015. Ken L requested that all members review the 2014 goals. He requested that all Board members send any 2015 goal ideas to all Board members.  
Review of old goals:

1. Two Sectional Tournaments to be held - DONE
2. Friendly play and atmosphere - ONGOING
3. Increase number of NLM players in Unit Games – TO BE REVIEWED
4. Start a newcomers game - DONE
5. Create on-going revenue program - TO BE REVIEWED
6. Deliver one member program that is educational – TO BE REVIEWED

The 2015 goals will be formulated at the March meeting.

Meeting adjourned at 4:15.

Respectfully submitted,

*Bette Harken*  
Secretary

# **Board of Directors Meeting**

## **American Contract Bridge League of Santa Cruz Unit 550**

### **January 13, 2015 Minutes**

**1. Call to Order:** President Ken Llacera called the meeting to order at the Santa Cruz Bridge Center at 2:30 PM.

**Present:** Ken Llacera, Annemarie Moller, John Benich, Ken Gamble, Ken Martin, Patrick Sullivan, Nancy Wainer, Ginger Stone, Rich Hill, Jane Jennings

**Absent:** Bette Harken

**2. Approval of Minutes:** The December minutes were unanimously approved.

**3. Treasurer's Report:** Ken Martin presented the Treasurer's Report for December, 2014. The Board accepted the report. Ken M emailed Board members a draft for the 2013 preliminary budget. Discussion regarding the new budget will continue at the February meeting.

Ken L proposed that Linda Hanson be approved to complete the Unit's 2014 taxes. He indicated that she has excellent qualifications and has volunteered to complete the taxes. The proposal was seconded and approved unanimously.

#### **4. New or Continuing Business:**

a. Proposal for Newcomer Game: Nancy Wainer and Robin Evenden proposed a newcomer game to be held monthly on the 2<sup>nd</sup> and 4<sup>th</sup> Wednesday nights. The game would be limited to players less than 20 master points. The proposal includes first game free to all players and a per game guarantee of \$80 and \$20 refreshment allowance for three months. Nancy requested that Ken L send an email to the approximately 120 members she has on file announcing the game. In addition, the game will be advertised on our website. The games will run from February through April. The Board agreed the proposal was compatible with the Club's mission statement. As there is currently no separate expense account for isolating and tracking the expenses for free games, Rich Hill proposed an account titled Advertising and Marketing. It was seconded and passed.

Jane Jennings will continue her Wednesday evening lessons on the first and third Wednesdays simultaneously with either newcomer or open games being directed by Robin or Nancy. This new schedule was voted upon and passed.

b. Rising Star Tournament Status: Annemarie Moller reported that all chairs – hospitality, partnership – are in place for the mid March tournament. Annemarie reported that she is looking into whether to have a box lunch or a sandwich bar. She has a \$150 food budget for the tournament. She reported that there will be better

division of the food that is brought by members. Last time there was too much food on Saturday, not enough on Sunday. She requested that, because of the increase in hours by the caddies, a \$10 increase in their payment be given. As Ken L will not be here for the Tournament, Annemarie will make the announcements. Ken Martin and Rich Hill will make up the boards. Lynn Yokel will be the only director.

c. Board of Directors handbooks and keys. Ken L Distributed handbooks to new Board members Ken Gamble, Pat Sullivan, and Ginger Stone. He will conduct an orientation for them at the conclusion of today's Board meeting. Ginger Stone was given a set of keys to access inventory for plaques and the Life Master . Printed list of 2015 Board members should be added to handbooks.

d. Monday evening 99er Game.:The Board received a letter expressing dissatisfaction with the change in Monday night game from 99er to 199er. Jane Jennings talked to the member who wrote the letter and explained the reason was to increase the number of tables what have been dwindling weekly. Jane emphasized that the 199er game continues to be relaxed and friendly. Ken L will also respond to member's letter.

Jane Jennings would like to offer free games to new players at the Monday evening game. She proposed that if a current member brings a new player, the new player will have a free game. If the new player returns, the member that originally brought the new player will have a free game. Jane is hoping that this will increase the players at the Monday night game. Discussion followed regarding the Unit losing money; the Unit does not lose money. No need for players to sign up for ACBL. Jane will track. Pat Sullivan made the motion that Jane Jennings be able to do this for the months of January, February, and March. Motion seconded and passed.

e. Defibrillator: Ken Llacera reported that there is concern over the length of time it took after the 911 call for he medics to come to the SCBC. Although our insurance agent says there is zero liability for the SCBC if the Unit were to purchase a defibrillator, Ken L believes there should be further research into this subject. Pat Sullivan suggested that some people might benefit from a defibrillator in an emergency. He volunteered to research price, maintenance circumstances, and training and bring the information to the next Board meeting.

f. Review of 2014 Goals: Due to time restraints, this will be done at the February Board meeting.

g. SCBC Tee Shirts: Jan Winham was not present to present the status of the Tee shirts for SCBC . Ken L will contact her to review the status of the design and price.

h. Electrical Cost Comparison. Ken Martin emailed Board members a cost per kilowatt hours and usage for 2013 and 2014 the SCBC. The report indicated that there has been an increase of 56%. Rich Hill volunteered to research the information. He will discuss the numbers with PacCom and the building manager. He will ask John Hadley to assist him in determining if the charges are in error.

i. Mentor/Mentee Program: Ginger Stone reported that this valuable program will start in late spring 2015. There has been a suggestion to include players with 500-1000 master points, possible stratify program by the number of players' points. Ginger will draft a memo to prospective mentors and mentees asking for input and suggestions. She will send the memo to Ken L to send out to participants.

j. SCBC Computer. There have been signs that the computer might be crashing. Ken L has prepared the Directors for the possibility of using hand slips. Ken L and Ken M are working on the computer problem. Ken M will supply a hard drive and both will work to move all the data and programs on the current drive to the new drive.

The meeting was adjourned at 4:30 PM by the President.

Respectfully submitted,

*Bette Harken*

Secretary