

Board of Directors

American Contract Bridge League of Santa Cruz, Unit 550

2016 Meeting Minutes

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Please note that this is one file; 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

January 19, 2016

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, Ken Gamble, Ken Martin, Nancy Wainer, Lani Ray, Sam Badawi, Rich Hill, Bette Harken

Absent: John Benich

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

3. Treasurer's Report: Ken Martin presented the 2016 Budget. The Board accepted the Budget.

4. New or Continuing Business:

a. Friday Game:

- i. Directors: Ken L has put the Friday Game menu, director and Hospitality on the Club website under the Club Schedule tab.
- ii. Hospitality

2/19 Rich Hill Bette Harken

2/26 Bette Harken
- iii. Sanction: Waiting on ACBL

b. Rising Stars Preparation April 2-3 (Ken G)

- i. Hospitality Rachel Spencer; Partnerships: Diane Wagener
- ii. Meeting with previous Directors will be held at Annemarie's house
- iii. Promotion
 - a) Non-open games (Unit 550)
 - b) Get flyer to Calvin for Monterey, SanJose, Gilroy, Senior Center
 - c) Instructors in other units should get flyers
 - d) Silicon Valley Limited Sectional (Feb 27-28)

c. Unit Game Hospitality

- i. April 23 Ken Gamble and Lani Ray
- ii. April 30 Ginger Stone and Bette Harken
- iii. May 21 Sam Badawi and Bette Harken

d. Newcomer Game

Robin has given up the Newcomer Game, as she does not want to run it weekly. Ken L will direct the game on Wednesday evenings.

e. 2016 Goals

- i. Host 2 successful sectional tournaments and identify Chairs for 2017
- ii. Enhance SCBC's reputation as a friendly, fun place to learn and play bridge
- iii. Increase the number of players across Unit 550 games
- iv. Average nine tables for Friday Game
- v. Continue Newcomers Game
- vi. Deliver an educational, no-charge member program
- vii. Renegotiate and execute a new SLA before August 1

f. Suggestion Box

Two suggestions from the Suggestion Box were read and discussed. Bette Harken will post the Board's responses on a monthly basis, after our Board Meetings.

5. Advisory Committee Reports:

a. Facilities (John)

Cleaning takes place every Wednesday evening and Sunday morning

Dates for the next meetings: February 9, March 1

Meeting adjourned at 4:20 PM

Respectfully submitted,

Bette Harken, Secretary

Board of Directors Meeting

American Contract Bridge League of Santa Cruz Unit 550

February 9, 2016

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

Absent: All were present

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

3. Treasurer's Report: January, 2016, was a good month: the Unit was \$889 positive relative to budget projection. Ken M reported insurance rate have risen by \$400 from last year.

4. New or Continuing Business:

a. Friday Game:

i. Hospitality

Ken L 3/4

Sam Badawi 3/11

Rich 3/18

Ken M 3/25

ii. Playing Director: We will continue to have a playing director with steps taken to limit problems with slow playing and calling movements. For these games the Director will announce no movement until the round is announced. Nancy will direct 3/11, Ken M will direct 3/18. Ken G 3/25.

iii. Collection of money: To be done before the boards are passed out. Number of lunches to be marked and given to host/hostess

iv. 1Q Club Championship: March 11 (1st Friday of Reno NABC)

b. Rising Stars Preparation April 2-3 (Ken G)

i. Hospitality (Rachel Spencer)

ii: Promotion: Flyers will be given out.

c. Newcomer Game:

1. Sanction has been obtained
2. ACBLscore and SCBC website updated
3. Hospitality:
 - a. Permission was given to use Unit snacks

iv. Assistants

Shirley L and Bonny Simon

March dates: 2,9,16,23,30

v. Substitute Directors during NABC

3/9 Jan Winham

3/16 open

5. Member Programs

a. Mentor Program – April and May

b Expert at your Elbow- Fall

Mid April Ken G will start 2 over 1 lessons on Monday and Wednesday mornings.

Criteria to be determined .

We have 8 new plastic sets. Rich, Bette Lani and Ginger will clean the 20 bridge mates that we have

Ginger will load the dishwasher with 2 plastic holders on Thursday, Lani will check on Saturday.

Relay standby game: 8 or 12 table game: 24 boards It is at the discretion of club owner/director. Unit Games that have 8 or 12 tables will use the relay standby system.

6. Suggestion Box

Suggestion: We need non-playing Director at Friday game

The Board has given this serious consideration We are having difficulties getting directors, we have set up requirements for a playing director. We will use the clock for movements and announce lunch times – when to stop and begin.

Suggestion: Relay and Bye stand Movement at games

This movement is at the discretion of the Club director

Suggestion: Clean the Bridgemates

A member of the Board will contact manufacturer of the bridge mates and follow through on cleaning options

Dates for the next meetings: March 1

Rising Stars Promotion

1. Announce at non-open games
2. Flyer to Calvin
3. Close by units (SV, PA, Gilroy, Monterey)
4. NLM Instructors in other units
5. Silicon Valley Limited Sectional (2/27-28) Unit 507
6. On-line and email blasts
7. ACBL Marketing
8. Forum

Respectfully submitted

Bette Harken

Secretary

Board of Directors Meeting

American Contract Bridge League of Santa Cruz Unit 550

March 1, 2016

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

Absent: All were present

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

3. Treasurer's Report: The Friday Game purchase price is currently being amortized. It will continue to be amortized at \$125 monthly for 4 years

4. New or Continuing Business:

a. Friday Game:

i. Operational Committee

Directors: Ken M, Ken G, Ken L, Nancy, Jan, Robin, Jim M

If directors play, they do not get paid. If they play to fill out a table, they will get paid

ii. April Directors and Hospitality

4/1 Director: Ken L Hospitality: Bette-Ginger

4/8 Director: Ken G. Hospitality: Nancy

4/15 Director: Ken M. Hospitality: Ken G

4/22 Director: Ken L. Hospitality Shirley-Nancy

4/29 Director: Hospitality: Lani – Ginger

Two free plays for anyone making a dessert

b. Rising Stars Preparation April 2-3 (Ken G)

i. Hospitality (Rachel Spencer)

ii: Promotion: Flyers were given out. Ginger will take some to Reno

There is \$400 in Sponsorship for the Rising Stars

iii. Post Food List: Sign ups will go up

c. Newcomer Game (Ken L.)

- i. Attendance Report:
 - 6-6 ½ tables of 0-20 points players
- ii. Income Goal: \$2500-\$3000 Annual Unit Revenue
- iii. Substitute Director (during NABC)
 - 1. March 16. Jan Winham

5. Member Programs

- a. Mentor Program – April and May
 - Status: 20 experts have responded. Program will start after Reno Tournament
- b Unit Game Survey

Of the 42 surveys to non life masters, 33 responded that they would like to have a 299er Unit Game. Nancy will direct a 299er Unit Game –perhaps to be named the “ Super Saturday with lots of points game” – on April 9.

6. Suggestion Box

Suggestion: We need healthy food on Friday game

We will certainly be aware of providing healthier food selections at our games

Suggestion: Can we sell the convention card covers at the club?

We will be ordering a supply of convention card covers and they will be available by the drink machine.

7. Advisory Committee Reports:

None

Date for the next meeting: April 12

Respectfully submitted

Bette Harken

Secretary.

Board of Directors Meeting

American Contract Bridge League of Santa Cruz Unit 550

April 11, 2016

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, Ken Gamble, Ken Martin, Nancy Wainer, Lani Ray, Rich Hill, John Benich, Ginger Stone, Laura McCabe

Absent: Sam Badawi, Bette Harken

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

3. Treasurer's Report: The Treasurer's Report was accepted.

4. New or Continuing Business:

a. Friday Game:

- i. Hosts: (See box below)
- ii. Joanne Brown will host on June 10th
- iii. Partnerships: Virginia Calhoun
- iv. Host receives free play and lunch

b. Sectionals:

- i. Ken G gave his report from the 2016 Rising Stars. Overall it was excellent in terms of attendance and revenue.

Issues: Need to coordinate the preparation for carpet cleaning better with the end of the Friday game. The dismantling of the room disturbed two tables who were running late. The timers for the coffee urns were not found so the coffee wasn't ready on-time.

- ii. Linda Hanson and Janet Tainty have agreed to be Surf's Up Co-Chairs.
- iii. Laura M will help recruit volunteers for Surf's Up from the pool of members who have few masterpoints

c. Assistant Treasurer:

- i. David Harken will be training with Ken M as Assistant Treasurer beginning as soon as they can work out their schedules.

d. Newcomer Game:

- i. Attendance: Continues to average 6 full tables

- ii. Director fees: Same as Unit and Friday games
- e. New Member Programs
 - i. Mentor Program eMails need to be sent out to Flights 1 & 2; Mentor Program will be listed in News on the website.
 - ii. Nancy will reschedule 299er Unit Game to later in the year.
- f. Suggestion Box (Ginger lead discussion; posted in Main Room)
- g. Miscellaneous
 - i. Nancy will finish up the refrigerator clean-up. Need to make decision on freezer clean-up.
 - ii. Volunteer Appreciation Game will be held on June 17. Lani and Rich will handle food; Ken will direct and obtain sanction. Volunteers will be named and invited by list and email.
 - iii. New bidding box inserts will be done after the Tuesday game.

5. Directors and Hospitality: May, 2016

Friday Game

Date	Director	Hospitality
5/6	Sherry	Lani
5/13	Ken Llacera	Shirley Llacera
5/20	Ken Llacera	Rich Hill
5/27	Ken Gamble	Ginger Stone

6. Advisory Committee Reports: (None)

7. Date for the next meeting: May 10

Respectfully submitted,

Ken Llacera for Bette Harken, Secretary.

Board of Directors Meeting

American Contract Bridge League of Santa Cruz Unit 550

May 10, 2016

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, Ken Gamble, Nancy Wainer, Lani Ray, Rich Hill, Ginger Stone, John Benich, Bette Harken

Absent: Ken Martin

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

3. Treasurer's Report: Assuming the unit's revenues will continue favorably, the Financial Committee (Rich Hill, Ken Llacera, Ken Martin, David Harken) will meet to discuss what to do when revenue exceeds expenses. Ken Llacera noted that the target amount in Vanguard (see Treasurer's Report) should play a role in triggering any action.

4. New or Continuing Business:

a. Friday Game:

i. June Directors and Hospitality

6/3 Ken L (D) Ginger (H)

6/10 Sherry (D) Joanne Brown (H)

6/17 Everyone bring their lunch

6/24 Ken L (D) Bette (H)

Because of these Friday commitments, all board members will be given a key to the bridge center

ii. Partnerships for Friday games: Virginia Calhoun

b. Unit Game and Sectionals

i. Surfs Up Co-Chairs: Linda Hanson and Janet Tainty

ii: Regional Hospitality

Ken L will address the hospitality position with the Co-chairs

iii. Surfs Up Memorials and Changes

The current policy is as follows: For \$100 a Memorial event as well as name recognition in the tournament flyers will be given

Ken L will send out an email to all members asking if anyone would like Memorial event and the name recognition at the Surfs Up Tournament. In addition, for the Surfs Up Tournament, Bette will have a memorial poster made which will include all deceased members from October 2015 to October 2016.

c. Newcomer Game

- i. There will be an expansion for 49ers for remainder 2016
- ii. Guest Speakers :
Jane J (5/25); Mick (6/1); Susan S (6/8)

e. Addition to the Board

Nancy will send an email to all SCBC members asking them if they have an interest in becoming a board member. In addition, each board member will think of a potential board member and ask that person if they are interested

f. Assistant Treasurer

David Harken will assume the role of Assistant Treasurer

g. Printer

The current printer is broken and is more expensive to fix than purchasing a new printer. A new laser printer has been ordered and will arrive this week.

5. Member Programs

a. Mentor Program

Ginger reports that the interest in the Mentor Program has been much less than anticipated. Specifically:

20-199: MPs 4-7 people

200-800: MPs 4-7 people

Discussion on how to proceed with the Mentor Program will be on the June Agenda.

b. 299er Unit game

July 23 will be the date for the 299er Unit Game. Nancy will be the Director.

c. Volunteer Recognition Game

Scheduled for Friday, 6/17, 6 pm

Menu: Pizza, Salad, Ice Cream with toppings, Champagne, Beer

A sign-up sheet will be put on the bulletin board in 2 weeks. It is possible for a volunteer to bring a partner who is not a volunteer. They should be listed on the sign up sheet so we will know the attendance, and their fee will be \$8.

6. Suggestion Box

Suggestion: Book Swap or sale of used bridge books

Members can currently bring in books and help themselves to the books at the Bridge Center. Ken G will review the books currently on the shelves, discarding old books which are not useful

Suggestion: In order to minimize the blocking of the emergency exit SE corner a table should be removed

The table will be removed

Suggestion: Snacks should be provided after the Friday game

Members are encouraged to bring snacks for after lunch if they would like. Board members will provide lunch and snacks before gam

7. Advisory Committee Reports:

None

Date for the next meeting: Tuesday, June 14

Respectfully submitted

Bette Harken

Secretary

Board of Directors Meeting

American Contract Bridge League of Santa Cruz Unit 550

June 14, 2016

1. Call to Order: In President Ken Llacera's absence, Rich Hill called the meeting to order at the Santa Cruz Bridge Center at 2:30 PM.

Present: Ken Gamble, Nancy Wainer, Lani Ray, Rich Hill, Ginger Stone, John Benich, David Harken, Laura McCabe, Bette Harken

Absent: Ken Martin, Ken Llacera

2. Approval of Minutes: The April minutes were approved with the Mentor Program wording changed.

3. Treasurer's Report: Due to Ken Martin's absence, there was no Treasurer's report.

4. New or Continuing Business:

a. Friday Game:

i. July Directors and Hospitality

7/1 Nancy (D) Rich (H)
7/8 Ken L (D) Lani (H)
7/15 Ken G (D) Bette (H)
7/22 Ken L (D) Nancy (H)
7/29 Ken L (D) Ginger (H)

b. Unit Game and Sectionals

i. Surfs Up Co-Chairs: Linda Hanson and Janet Tainty

Ken L has spoken with the co-chairs regarding the hospitality role and they reported that they have it under control

ii. Suggested Surf's Up Memorials:

1. Roxanne Vatuone Stratified Pairs
2. Sam Badawi I/N Pairs
3. Eunice Lee I/N Pairs
4. Jane Basilico and Susan Darsey Stratified Open Swiss Teams

The suggestions were approved.

There was discussion regarding the Memorial Board. As this would set a precedent and there is no Memorial Board at any other tournament, Lani made the motion, John seconded it, and the Board voted to not have the Memorial Board.

iii. Unit Directors and Hosts:

7/1 Ken G (D) John Benich (H)
7/23 Nancy (D) Nancy (H) 299er Unit Game

c. Newcomer Game

i. Laura McCabe participates in the Newcomer Games and indicated the games, between 4-6 tables, are going well

d. Addition to the Board

As there is no process in the Bylaws of replacing a Board member, there was much discussion on the process as well as the current necessity of the replacement. After outlining the possible process, it was decided it was not necessary for a replacement at this time. In the future, it is recommended that an Addendum for this possibility be added to the Bylaws.

e Assistant Treasurer

As Ken Martin is unable to continue as Treasurer, the motion was made by Lani and seconded by Nancy to appoint David Harken as interim Treasurer. The Board unanimously voted to approve.

5. Member Programs

a. Mentor Program

Ginger reports the mentor program with eight participants is underway.

b. 299er Unit game

July 23 is the date for the 299er Unit Game. Nancy will be the Director and the Host. Currently there are only four tables signed up to participate. Nancy will hold the Game for a minimum of four tables. Laura and Bette will promote the game at the Monday night game and Nancy will promote it at Bridge Camp.

c. Volunteer Recognition Game

As there are only four tables currently signed up, Ken L will send an email to all members, reminding them of the recognition game.

6. Suggestion Box

Suggestion: \$1 fine if cell phone goes off

Directors will be advised to announce to members before game begins to turn off cell phones

Suggestion: Directors should enforce the existing rule of not discussing hands during or after game.

Directors will be advised to announce to members before game begins that hands should not be discussed

Suggestion: With 6 tables, should not play 5 boards around. You end up playing only 5 of the possible partnerships and in this more or less open game it makes a difference.

This suggestion will be passed on to the appropriate director.

Suggestion: There should be free games at Christmas and free food at holiday games

The Board unanimously agreed to this suggestion.

7. Advisory Committee Reports

None

8. Date for next meeting: July 12

Meeting was adjourned at 4pm.

Respectfully submitted

Bette Harken

Secretary

Board of Directors Meeting

American Contract Bridge League of Santa Cruz Unit 550

July 12, 2016

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

Present: Ken Gamble, Nancy Wainer, Lani Ray, Rich Hill, David Harken, Laura McCabe, Bette Harken

Absent: Ken Martin, Ginger Stone, John Benich

2. Approval of Minutes: The June minutes were approved.

3. Treasurer's Report: The earlier distribution of the Treasurer's Report was accepted. David Harken indicated that he is learning the Treasurer's duties and has gotten great advice and direction from Ken Martin.

4. New or Continuing Business:

a. Catering Friday Game

Lani discussed the possibility of having lunches catered or at least have a standard menu. The cost of catering would certainly be more than \$5 per lunch. As this would undoubtedly be more than our members are willing to pay, this will be currently tabled.

b. Friday Game:

i. August Directors and Hospitality

8/5	Ken L (D)	Bette	(H/Lunch)
8/12	Ken G (D)	Lani	(H/Lunch)
8/19	Ken G (D)	Rich	(H/Lunch)
8/26	Ken G (D)	Ken L	(H/Lunch)

c. Unit Game and Sectionals

i. Surfs Up Co-Chairs: Linda Hanson and Janet Tainty

No report from Linda or Janet

Ken L sent out a notice to all District Units within 40 miles, advertising Unit 550 Surfs Up Tournament.

ii. There will be a Unit Game on 7/30. Ken L will direct.

iii. Unit Directors and Hosts

8/13	Nancy (D)	Lani L.H)
8/27 AM	Sherry (D)	Ken L (H)
8/27 PM	Ken L (D)	

d. Newcomer Game

i. Table count has decreased to 4.5 tables. Ken L will continue to run the games and create lessons that can be used in the future

ii. Ken L will cancel 9/31 game due to Santa Clara regional

e. Meet-ups at the SCBC

Nancy relayed a request from one her members of bridge lessons to use the classroom to play social bridge. There is a bridge friends group that meets at various homes currently.

Rules would include using the room only on Monday or Tuesday nights, using their own cards, arriving before 6:30 and leave by 9 pm. Nancy will propose a \$2 per person charge to use the facility. Nancy will relay the information and we will discuss at a future meeting.

f. Compensation Limitations

Section 7.4 of the Bylaws addresses restrictions on Interested Persons as Directors. The Board made the following clarification: The definition of "interested party" excludes fees for Directors who direct games which are owned by the Unit.

g. Filling a Board Vacancy

There was a motion to nominate David Harken to fill the vacancy of Sam Badawi. The Board voted and approved David as Assistant Treasurer. He will fill out Sam's term.

As Sam was the Vice President, discussion regarding the vacant Vice President position ensued. Nancy indicated that she would be willing to be Vice President. Ken L will review the By-Laws rules regarding Club Owners as Board members.

h. Replace Unit cards on two board sets:

Ken L will order the cards.

i. Refrigerator clean-up.

Nancy cleaned out the refrigerator and there is nothing that will be damaged by the electricity shut off tonight.

5. Member Programs

a. Mentor Program

In Ginger's absence, this was tabled. However, there was a discussion on having the Mentors be included in the fall Volunteer Recognition game. This will be run by Ginger.

b. 299er Unit game

The 299er Unit Game, scheduled for July 27, currently has 4.5 tables. We anticipate more will sign up and Nancy is looking forward to the inaugural Unit Game.

6. Suggestion Box

Suggestion: Monitor cleanliness of Men's Room

Male members of the Board will monitor the cleanliness.

Suggestion: Make a big sign above the recycle basket.

Bette will make 2 signs: No Trash and Trash Only to put above the trash bins

7. Advisory Committee Reports

Laura indicated that attendance is down on Wednesday nights. She is unaware of the reason. Suggestions on having 2 lessons and two playing nights monthly was discussed. This will be reviewed in the future.

8. Date for next meeting: August 9th.

Meeting was adjourned at 4pm.

Respectfully submitted

Bette Harken

Secretary

Board of Directors Meeting

American Contract Bridge League of Santa Cruz Unit 550

August 9, 2016

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

Present: Ken Llacera, Ken Gamble, Nancy Wainer, David Harken, Lani Ray, Ginger Stone, John Benich, Bette Harken

Absent: Ken Martin, Rich Hill, Laura McCabe

2. Approval of Minutes: The July minutes were approved

3. Treasurer's Report: Three new credit cards with chips from Union Bank have been issued. Names on them: Ken Llacera, Nancy Wainer, David Harken.

The name "Newcomer Game" on Treasurer Report will be changed to "Wednesday Night game."

David distributed a proposed sheet to be filled out by Directors. In addition he requested that an envelope be used by those requesting and/or recording expenses.

4. New or Continuing Business:

a. Friday Game

i. Playing Director

Friday game directors are not playing directors unless they play to fill out a table. If a Director plays to fill out a table, the Director does not pay. In addition, if a person is called by the Director or is on standby to play, that person also plays free.

ii. Paying Directors

Half tables will count as full tables for Directors being paid. The Director and the fill in do not have to pay for lunch.

If there is a second section, the Director will be paid an additional \$50.

iii. Friday Game:

i. September Directors and Hospitality

9/2	Nancy (D)	Nancy (H/Lunch)
9/9	Ken G (D)	Bette (H/Lunch)
9/16	Ken G (D)	Lani (H/Lunch)
9/23	Ken G (D)	Ginger (H/Lunch)
9/30	Ken G (D)	Ken L (H and Lunch)

b. Unit Game and Sectionals

i. Surfs Up Co-Chairs: Linda Hanson and Janet Tainty

The Co-Chairs have indicated that they have it all under control.

ii. Dolores Abrams Memorial Game (9/10)

The game will be free to all members of Unit 550. Bette will put a sign up sheet for the 299ers as well as the open members. There's a small number of eligible members above 100MPs:

- 100-200: 30 members
- 200-300: 17 members

iii. September Unit Directors and Hosts

September 10: Sherry (D) Bette (H)

September 24: Jan (D) John (H)

c. Newcomer 299er Unit Game Summary

There was a positive reaction by attendees. Nancy would like a designated game for 299ers on a monthly basis. For the last quarter 2016, there will be one Open Unit Game, one 299er Unit game. The Open Unit Game will be the first in the month, the 299ers will be the second one.

d. Newcomer Game Update (Newcomers defined as less than 20 points)

Ken L would like the Wednesday night to be a 99er game. Starting in September, there will be an \$8 fee, and the game will continue to include a lesson.

e. Meetups at the SCBC Status

Meetups met Tuesday, August 2. There were 17 participants. 20 have signed up for Tuesday, August 9. Two have asked to join the ACBL.

f. VP and Suggested By Law Amendment (see Amendment to Paragraph 7.4)

A Special Member on the Board is able to fill any position on the Board.

Nancy was nominated and voted to be Vice President of the Board.

g. SLA Negotiation Advisory Committee: Awaiting the CPI from Landlord.

5. Member Programs

a. Mentor Program Status

Eight members were involved in the first stage of the Mentor program. The expert stage will begin September 10. There are 13 experts signed up. Ginger reported that the program has broken barriers and made friendships.

b. Volunteer Recognition Game for Mentors

After the Surf's Up Sectional, the mentors will be included in the volunteer recognition event.

6. Advisory Committee Reports

a. Facilities

i. John reported that he checked on the carpet in front of the food table. There is a company that will bring mats and clean them for \$50 monthly. A three year contract is required. Linoleum was suggested and John will look into the price.

ii. Air Conditioning in Classroom.

Ken L will talk to the landlord. The air conditioning unit is too large for the space in the classroom.

b. Nomination: Terms ending: Ken L Ken G, Ginger, John.

Ginger and John are not returning. Ken L will ask John to run the nominating committee again.

7. Suggestion Box

Suggestion: 11 people suggested a monthly 299er game

Response: We will have a 299er game monthly.

Suggestion: Alphabetize phone directory by first name

Response: We have an online system that allows you to look up people by first name

Meeting was adjourned at 4:30.

Respectfully submitted,

Bette Harken

Secretary

Board of Directors Meeting

American Contract Bridge League of Santa Cruz Unit 550

September 13, 2016

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

Present: Ken Llacera, Ken Gamble, David Harken, Lani Ray, Ginger Stone, John Benich, Bette Harken

Absent: Ken Martin, Nancy Wainer. Laura McCabe

2. Approval of Minutes: The August minutes were approved

3. Treasurer's Report

David reported that the Unit continues to have a positive cash flow year to date. The 2015 state and federal filings have been made. He will begin work on the 2017 budget soon.

4. New or Continuing Business:

a. Surfs Up Preparation (Linda Hanson & Janet Tainty)

John Hadley will provide lunches. Pam Benz and Jan Winham are lunch ticket sellers. Brochures delivered to Palo Alto, Santa Clara, San Jose, Monterey, Gilroy. Ken Martin will do financials with Lynn Yokel. David Harken will make deposits.

b. Friday Game

i. Paying Directors (making boards is included as a task for payment).

ii. October Directors and Hospitality

Lani recommended that October Fridays will include pizza for all lunches.

\$ 5 for 2 slices pizza, salad and dessert. Ken G will make a list of the closest pizza places. The host will be responsible for a salad and dessert.

10/7 Ken G (D) Lani (H)

10/14 Ken G (D) Rich (?)

10/21 Ken L or Nancy (D) Shirley L (H)

10/28 Ken G (D) Ginger (H)

Saturday Unit Game

10/8 Ken L (D) Bette (H)

10/22 Nancy (D) Nancy (H)

iii. Dolores Abrams Memorial Game (9/10)

Posting was complicated because of the two sections playing at the same time.

d. Holiday party and Annual Meeting (December 3)

Bette will choose and purchase entrée. Bridge players will provide potluck. Food is free, bridge game is not.

e. Parking Passes.

Rich Hill will send an email to PacCom requesting that SCBC members will be exempt from parking passes.

f. Limit on number of games a single owner may own

We want to be diverse on who manages the bridge games. The SLA sub committee has recommended to limit the number of weekly games of a single owner to a maximum of two. This means an individual may not operate more than two sanctions.

Rich Hill will write up a proposal with the language for the policy for restricted games, The proposal will be sent to Ken and David for approval and then sent to Board members for approval by email.

g. Newcomer Game Update (Newcomers defined as less than 20 points)

Ken L has expanded it to 99er game. Participants are now paying \$8 per game

h. Carpet Replacement

Estimates were obtained by John for the linoleum by the table. Carpet One's bid of \$1150, graphite color, was the unanimous decision. The linoleum will be laid from the

table to the wall. As the bridge center will be empty during the Surf's Up Tournament, the linoleum will be installed Saturday, October 1.

i. Meetups at the SCBC Status

Meetups continue to meet on Tuesday nights,

j. SCBC Foundation

Establishing a 501C3 would allow donations to the SCBC to be tax deductible. There have been 4 501C3 foundations set up in Bridge Units within the last 3 years. An Advisory committee will be formed to look into the 501C3 for the SCBC.

5. Member Programs

a. Mentor Program Status

Ginger reported that Phase 2 of the Mentor Program is now in process.

b. Volunteer Recognition for Mentors

After the Surf's Up Tournament, the mentors will be included in the volunteer recognition event.

6. Advisory Committee Reports

None

7. Suggestion Box

Suggestion: Start games on time. The Dolores Abrams game started 20 minutes late.

Recommendation: The software for running a 299er game and an Open game simultaneously are now better understood. This should alleviate delays in the future.

Respectfully submitted,

Bette Harken

Secretary

Board of Directors Meeting

American Contract Bridge League of Santa Cruz Unit 550

October 11, 2016

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

Present: Ken Llacera, Ken Gamble, Nancy Wainer, David Harken, Lani Ray, Ginger Stone, John Benich, Laura McCabe, Bette Harken

Absent: Ken Martin

2. Approval of Minutes: The September minutes were approved

3. Treasurer's Report: David reviewed the September update. Rich requested an update either quarterly or semiannually on the investments. The Finance Committee will meet and discuss.

4. New or Continuing Business:

a. Surfs Up Summary

Still waiting on Kirby bill. David reported that we will have approximately \$2400 in profit. Flowers will be sent to John for his lunch contributions. Linda Hanson's recommendations for future Surf's Up Tournaments to have 499er and an open game on Saturday was approved. All agreed that Linda Hanson and Janet Tainty did a very fine job on the Tournament.

b. Friday Game

i. November Directors and Hospitality

11/4	Ken G (D)	Lani	(H/Lunch)
11/11	Ken G (D)	Ginger	(H/Lunch)
11/18	Sherry (?) (D)	Bette	(H/Lunch)
11/25	will be cancelled		

c. Unit Game and Sectionals

ii. November Unit Directors and Hosts

November 19: Ken L (D) 2 session Nancy (H)

d. Incident at Sunday game

Discussion ensued regarding an email received.

e. Holiday Party & Annual Meeting - December 3

The Unit will provide a Christmas lunch. Anyone who wishes to bring a dessert or appetizer is welcome to do so. There will be 2 sections. Bette will put a sign up for both sections of the game. This is a 10:00 game and the Annual Meeting will be held during lunch.

f. Parking Passes

Rich has sent an email to PacCom . It will not be necessary for our members to have parking passes.

g. Limit on Number of Games a single owner may own

Ken L will send out the new Agreement on Diversification of Ownership

h. Newcomer Game Update

Regularly have seven tables and Ken L will continue

i. Linoleum installation

The linoleum was installed looks good. John is to be commended on handling this project.

j. Games

Lani commented on the games. There is confusion on collecting the money and getting number of lunches. On a trial basis for Friday games, at the door the host will begin collecting money for games and lunches. This will be announced on 10/14 and we will begin on 10/21. Lunch will be increased to \$7. Ken will put notice on web site, Nancy will post it on face book, Bette will post on bulletin board.

5. Member Programs

a. Mentor Program Status

Ginger announced all is status quo.

b. Volunteer Recognition for Mentors

Friday, January 13, will be our Volunteer Recognition game.

6. Advisory Committee Reports

a. Facilities

i. Ken L has been communicating with PacCom regarding the air conditioning. They will come to test the air conditioning.

b. Election Ballots.

Ken will send an email to all on the nominees. Nancy will post them on Facebook

7. Suggestion Box

Suggestion: Bulletin Board behind Directors

Response: We will follow through on this and put up a bulletin board.

Suggestion: Provide instant hot cocoa

Response: We have hot water. Members are free to bring their hot cocoa

Suggestion: Friday game: Director (if paid) should direct and do kitchen duty. Also the Unit owned game should ask the players what movement they would like. And start on time.

Response: We will make an effort to start the game on time.

Meeting was adjourned at 4:30.

Respectfully submitted

Bette Harken

Secretary

Board of Directors Meeting

American Contract Bridge League of Santa Cruz Unit 550

November 1, 2016

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

Present: Ken Llacera, Ken Gamble, Nancy Wainer, David Harken, Lani Ray, Laura McCabe, John Benich, Ginger Stone, Bette Harken, Rich Hill

Absent: Ken Martin

2. Approval of Minutes: The September minutes were approved

3. Treasurer's Report: David reviewed the October update. Surfs Up Tournament net was \$2,375. The table numbers were down, but sponsorships enabled the 2016 Surfs Up to be financially successful. David reported that October 2016 had a \$500 surplus and YTD Unit 550 there is a \$1200 surplus.

4. New or Continuing Business:

a. Friday Game

December Directors and Hospitality:

12/2 Ken G (D) Lani (H/Lunch)

12/9 Ken G (D) Bette (H/Lunch)

12/16 Ken G (D) John (H/Lunch)

12/23 Ken G (D) Rich (H/Lunch)

12/30 Ken G (D) Ken L (H/Lunch)

b. Unit Game and Sectionals

December Unit Directors and Hosts

12/3 Ken L (D - 2 sections) Bette and Ginger (H/Lunch)

12/17: Ken L (D – 299er) Ken L (H/Lunch)

c. Incident at Sunday game

Discussion ensued regarding a Play Nice policy.

d. Holiday Party & Annual Meeting - December 3

Unit 550 will provide all food – appetizers, entrée, sides and dessert

e. Limit on Number of games a single owner may own.

There has been no feedback on the policy set

f. Bridge Club Owner Misconduct Policy

There has been no feedback on the policy set. Ken commented that the Board is to be commended on the new policies which were necessary.

g. Newcomer Game Update

There are approximately 7 tables each evening.

h. Santa Cruz Bridge Education Foundation

The Foundation will be a 501(c)(3) corporation, i.e. a Non-profit Public Benefit Corporation. It will be separate from the Unit, which is a 501(c)(4) Non-profit Corporation.

5. Member Programs

a. Mentor Program Status

Ginger announced the mentor program ends on November 15.

b. Volunteer Recognition for Mentors

Friday, January 13, will be our Volunteer Recognition game. All mentors will be invited to play without charge; mentees who were not also mentors will pay as will others who do not otherwise qualify.

6. Advisory Committee Reports

a. Facilities

1. Air Conditioning in classroom: Ken L is in touch with PacCom who has a possible solution. Ken suggests to anyone using the classroom to turn on the fan without the A/C if the room gets too hot.

b. Election

1. Ballots will be put by Ballot box. David will purchase envelopes for the ballots. Candidate statement will be posted at the SCBC and to the website.

7. Suggestion Box

Suggestion: Bulletin Board behind Directors

Response: We will follow through on this and put up a bulletin board. David will purchase at Staples, if there is not one in the store room.

Suggestion: More convention card holders

Response: There is a large number for sell at \$2 each by the Suggestion Box

Suggestion: More effort by Directors to keep talking down during a game.

Response: Nancy to notify the Directors to make the effort.

Meeting was adjourned at 3:50

Next meeting: Tuesday, December 13 with the new board members.

Respectfully submitted,

Bette Harken

Board of Directors Meeting

American Contract Bridge League of Santa Cruz Unit 550

December 13, 2016

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

Present: Ken Llacera, Ken Gamble, Nancy Wainer, David Harken, Lani Ray, John Hullman, Bette Harken

Absent: Ken Martin, Mike Burk

2. Approval of Minutes: The November minutes were approved

3. Treasurer's Report: David reviewed the November update. Although we had a \$806 loss for November (due to PACCOM 4-month catch-up bill for PG&E), the Unit is ahead \$397 for the year. Preliminary report for the 2017 budget was made.

4. New or Continuing Business:

a. Election of Officers

President	Ken Llacera
Vice President	John Hullman
Treasurer	David Harken
Ass't Treasurer	Ken Martin
Secretary	Bette Harken
Membership	Ken Gamble
Unit Snacks	Nancy Wainer
Disciplinary	Rich Hill
Recorder	Bette Harken

b. Friday Game

There will be no lunches for the Friday games in January and February. To communicate the change to all members Ken L will send email, Bette will make 4 signs for the Unit

c. Unit Game

A motion was made that the Directors for the Unit Games be paid \$100 for 10 tables or less and \$10 for each table over 10. Their responsibilities include making up the boards, posting scores, collecting the money, setting out snacks, and clean up. The motion was voted upon and passed.

Nancy Wainer will direct the January 6 Game

Ken Gamble will direct January 13, 20, 27.

January 14 Unit Game Director is open (Jan Winham will be asked)

January 21 10:30 Volunteer Appreciation Game (Potluck) Director: Ken L

January 28 299 Unit Game Director: Nancy Wainer

A memo outlining the new pay schedule and duties, including balancing the field, enforcing the Zero Tolerance Policy and the Play Nice Policy, and using movements which maximize the common number of boards and pairs played will be sent to all directors including; Robin Evenden, Ken Gamble, Sherry Gilbreath, Mark Hasey, Ken Llacera, Ken Martin, Bill McIntosh, Mary Pulliam, Nancy Wainer and Jan Winham

For Unit Games there will not be a playing director.

d. Holiday Party & Annual Meeting - December 3

All very positive feedback. Because of the large number of players (76), it is recommended that all future Holiday Party events include hiring a person to help serve food and do clean up.

e. Director Abuse

The procedure for approaching a member who has violated the Zero Tolerance policy was reviewed and discussed as follows:

When directors feel that a member has violated the Zero Tolerance policy, a memo should be sent to all Board members. The Disciplinary person will meet with the member, research the incident and report back to the Board by email. If necessary, a warning letter will be sent to the member.

One of our members has violated the Zero Tolerance policy. In following the recommended procedure, Rich Hill will contact the person with the violation and review the incident. After the review, Rich will email his observations to the Board. The Board will meet as soon as possible to determine if a warning letter should be sent.

f. Newcomer Game Update

The Wednesday night games are progressing with typically seven tables. Nancy has graciously moved her class to the classroom.

g. Santa Cruz Bridge Education Foundation

We have a name and an Employer Identification Number – the first step in establishing a 501(c)(3). The next step is the request for exemption from the IRS.

5. Member Programs

a. Volunteer Recognition Game

The game will be held on January 21, Ken Llacera will direct

Bette will contact Ginger to get list of volunteers for the free game.

6. Advisory Committee Reports

a. Facilities

- i. Air Conditioning in classroom: Equipment is here and will be installed as soon as scheduled.

7. Suggestion Box

8. New Business

Ken Gamble requested to purchase Microsoft Office for the Unit. Motion was made and passed to purchase the software.

Meeting was adjourned at 4:10; Next meeting: Tuesday, January 10, 2017

Respectfully submitted
Bette Harken

Secretary