



ACBL of Santa Cruz County

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**Unit
550**

DEFINITION OF TERMS

Updated July 11, 2018

The following terms are important in understanding how the Unit and Club Owners operate and relate to each other. Details about many of these terms and additional information can be found on the Unit 550 website under the “Unit 550 Info” tab.

The “About the ACBL” section of the ACBL website (www.acbl.org/about/index.html) contains considerable information on the organization of the ACBL. There you will also find a definition of terms: “ACBL from A to Z”.

The *ACBL Handbook of Rules and Regulations* is another source of information about ACBL related activities and policies. It can be found at www.acbl.org/about/handbook.html. Chapter 3, Unit Regulations, has been included in this section.

Club Owner: A Club Owner has obtained an ACBL **Sanction** to run a particular type of duplicate game, at a certain time and at a specific location. Unit 550 currently has these Club Owners: Mark Hasey, Nancy Wainer, Mary Pulliam, Jan Winham, Jonni Faircrest, Ken Llacera and Robin Evenden. Past Club Owners include: Bill McIntosh, Jane Jennings, and Sherry Gilbreath. A Club Owner is an independent business person. The Unit has limited control over the conduct of a Club Owner’s game. However, to run a game at the **SCBC**, the Club Owner must sign a **Sublease Agreement (SLA)** with Unit 550, agree to the terms and conditions therein, and agree to the operating policies of the SCBC as given in the document *Policies and Procedures*. Club owners may hire a

Game Director to run their sanctioned games. Club owners pay any ACBL fees associated with their games directly to the ACBL.

The Unit also may own a sanction. Currently the Unit operates two Club games: Wednesday Evening and Friday Morning. The Unit hires a game director to conduct these games. The Unit also runs the “Unit Game” on the 2nd Saturday of the month and special games, such as a Saturday STaC games, the Holiday Party and Annual Meeting game and the Dolores Abrams game.

Unit 550: Unit 550 is a 501(c)4 Public Corporation; as such it is a non-profit, but donations are not tax deductible. The ACBL has chartered Unit 550 to represent the ACBL and promote bridge within Santa Cruz County. The Unit Board has adopted this mission statement:

Our mission is to promote the game of bridge, support the six bridge clubs operating within Unit 550 at the SCBC, provide a pleasant environment, and operate effective facilities for playing duplicate bridge in Santa Cruz.

Part of the charter allows Unit 550 to run Unit Games and conduct two sectionals per year. All ACBL members who live within Santa Cruz County are members of Unit 550, except if they moved to Santa Cruz and were already ACBL members. In that case, they must request a change in Unit assignment. The Unit receives a portion of the ACBL annual dues paid by members of the Unit.

Unit 550 operation is conducted under Bylaws, which were filed at the time of incorporation, and *Policy and Procedures*, adopted by Board votes. Both of these documents may be found under “Unit 550 Info” on the Unit website.

Unit 550 holds a long-term lease for the facility at 2450 17th Avenue, Suite 200 from a private corporation. The Unit charges Club Owners under terms of the SLA to recover a portion of the monthly lease payments. Unit 550 pays all expenses of running the facility and charges the Club Owners for a portion of the charges under terms of the SLA.

Unit 550 is also responsible for managing the Dolores Abrams' endowment made in 2002 to fund a facility for the SCBC. Unit 550 originally undertook a 10-year lease for a facility in Capitola and in 2012 entered into the current 10-year lease (with two 5 year extensions) for the 2450 17th Avenue facility. The Club Owners paid approximately half of the Capitola lease and the Unit made up the difference. Because the endowment investments have not covered this difference, the Unit has run at a deficit every year. In order to ensure the endowment is not exhausted and remains in place to help reduce the future cost of bridge for all players in Santa Cruz County, Unit 550 developed and executed a new agreement with Club Owners, the Sublease Agreement, which provides for sharing any increase in Table Fees (over \$7 per player) between the Club Owners and the Unit. This change is expected to allow the Unit to maintain the endowment according to the Financial Committee Recommendation (2007).

SCBC: The Santa Cruz Bridge Center (**SCBC**) refers to the facility located at 2450 17th Avenue, Suite 200. The Unit leases the facility.

Sanction: The ACBL annually sells the right to hold a bridge contest (pairs, team, etc.) on a particular day and session: Morning, Afternoon, Evening or Late. The sanction-holder agrees to follow the rules of the ACBL. The ACBL encourages competition between Club Owners but does not allow two identical game sanctions, such as two open games, at the same location and same session.

Game Director: A **Game Director** must have passed the ACBL Directors Test to run a sanctioned game. The Unit has a policy for playing Directors.

Sublease Agreement (SLA): Each Club Owner signs a SLA with Unit 550 which describes their responsibilities as a club owner and the charges

they will pay to Unit 550. The club owner total payment is made up of Table Charges and Game Charges. Table Charges, currently \$3.15 per table, are used to offset variable expenses, such as gas, electricity, trash, etc. Game Charges, currently \$55.50 per game, are used to offset fixed expenses, such as lease payments and insurance.

The SLA also provides for sharing any increase in Table Fees (over \$7 per player) between the Club Owners and the Unit. This income is used to offset fixed expenses. Currently, Club Owners pay \$0.50 per player.

The SLA is renewed annually with club owners, at which time, the fees are adjusted for inflation and the increase in the PACCOM lease. The increase for 2017-2018 was 3.5%.

District 21 (D21): There are currently 25 Districts within the ACBL. Governance of ACBL is through a Board of Directors, whose members are elected from each District. The Board of Directors hires the CEO of the ACBL. See the ACBL website under the Administration tab for more information.

Unit 550 Website: The website at www.santacruzbridge.org contains a wealth of information about most aspects of Unit 550, its operation, the bridge clubs, daily results with hand records and dealing files, schedules, a calendar showing events, games and classes, and other bridge information, such as the Unit 550 Hall of Fame and winners of the Dolores Abrams Memorial Game.

Most Unit 550 documents are available on the website. For example, Unit 550 Board of Directors and minutes from their meetings, the Unit 550 Budget, the Bylaws, Policies and Procedures, the SLA, and others.

Unit 550 Database: Unit 550 maintains a member database, accessible from the website, to look up members and to allow the Unit, Club Owners and Instructors to communicate via email to members or certain subsets of members, e.g. all members with less than 100 masterpoints.

Unit 550 Policies and Procedures: Policies describe significant decisions the Board of Directors have made via a motion and agreed by vote.

Procedures describe the how and when (if appropriate) of key activities that the Board is responsible for implementing.

Unit Game: An ACBL sanctioned game offered by Unit 550. The net proceeds help Unit 550 offset some expenses of running the facility and providing benefits to Unit 550 members. These games are one of the few revenue sources for the Unit Board. The ACBL allows 24 Unit Game sanctions per year; STaC games do not count towards the total.

More points are awarded to players in a Unit game than a typical club game. Unit games may not conflict with **Club Owner** games. **Unit Games** may use any authorized format, but is typically a Pairs game.

In the recent past, a **Game Director** was hired by the Unit Board for Unit Games who charged for this service; however, since the games have been poorly attended, the Unit has returned to the policy allowing a playing director. (see Policy and Procedures).

Unit Shelves: The shelf space in the **SCBC** closet is divided among the **Club Owners** and the Unit.

Unit In-Box: Used for written communication and mail to Board members or *Forum* input. The Unit In-Box is located behind the Director's desk at the **SCBC**.

Bulletin Boards: There are several bulletin boards at the **SCBC** that are specifically designated for:

1. **Club Owners News:** This board is exclusively reserved for news posted by Club Owners. No one else may post on this board without express permission from the **Club Owners**.
2. **Unit News:** This board is used to post all news relating to Unit 550, such as President's Message, *Treasurer's Report*, *Minutes*, Unit Game promotional fliers and sign-ups, such as the Dolores Abrams Memorial Game. The Unit Board Secretary or other Unit Board members are responsible for these postings.
3. **Member News:** This board is used to post all news relating to members, such as achieving a new level. Membership Chair is responsible for all postings.
4. **Tournaments:** This board is used to display information of Unit 550 tournaments: Rising Stars 299er Sectional and the Surf's Up Open Sectional. The Tournament Chair is responsible for postings on this board.

A **Community Bulletin Board** is located on the wall near the kitchen. Any Unit member may post reasonably-sized, appropriate items there for a limited time after checking with a Board member. The Unit has adopted a policy for materials on the Community Bulletin Board. The Second Vice President or Membership Chair is responsible for monitoring this board.

Another bulletin board is reserved for **Personal Notices**. The Sunshine person is responsible for postings here.