

Board of Directors
American Contract Bridge League of Santa Cruz, Unit 550

2010 Meeting Minutes

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Board of Directors Meeting

American Contract Bridge League of Santa Cruz Unit 550

December 3, 2010
Minutes

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

Present – Wayne Boss, Bruce Dau, John Hadley, Teri Handzel, Joanne Nelson, Phil Johnson, Mary Pulliam and Dick Wasserstrom.

Also present – Nancy Wainer

November minutes were approved as corrected.

Treasurer's report – Bruce reported as of November 30, our Net Worth is now \$ 352,930 with \$ 4,495 at Union Bank and \$ 348,435 at Vanguard. On January 1, 2010, our net worth was \$337,122. In interest of time, and since there were no questions the Treasurer's report was accepted as presented.

New (or continuing) Business:

- a. Board Election Process (on December 11th) Voting for new BOD members will end December 10th. Teri and Mary will count votes prior to the Saturday, December 11th Unit Game. The results of the election will be announced at the lunchtime Annual Meeting on December 11th.
2. Renting out SCBC A non-profit, Profiles, has requested to rent out the bridge center for three hours on Dec. 12 for a holiday get-together. Concerns were expressed about whether or not these were bridge related activities. Ken thought it would be a good marketing opportunity. Nancy noted that the owners do not object. Wayne noted that if the group can provide liability insurance, and/ or if someone will check with our insurance company he saw no problem. Ken said he would check with our insurance company regarding any liability issues having other groups in the building. Mary said she would check that night to make sure that the building was properly locked up. Wayne made a motion to rent the building providing all the insurance liability was met. The motion passed by the majority.
3. Unit Inventory List to SCBA Ken reminded the BOD that an inventory of what belongs to the Unit and what belongs to the Club owners has not been done in a very long time. A list was made and included when the last contract was signed between the owners and the Unit. Nancy will provide a list of what the club owners own as starting point and from there, it will be determined what the Unit owns. Any items not included on either list will be up for further discussion.

4. Holiday STaC games: Friday, December 10th (Free Pizza); Saturday Annual Meeting and Holiday Party Free pizza will be provided for those attending Friday, Dec. 10, in an effort to attract more members to our STaC extra games. For the Annual Meeting John will provide salmon and tri-tip. All members will be asked to bring a side dish or a dessert. Food will be ready to eat in between the two STaC games on Saturday. It is while the membership is eating that the Annual Business Meeting and the announcement of the newly elected BOD members will be held.
5. Unit Bridge Boards & Dealer4 update Ken will be in charge of checking out old boards belonging to the Unit, to interested parties, until further notice. Charlie Pender has designed and in the process of making a stand for the Dealer4. It will be on wheels so it will be easy for those using it to slide it over to the computer. It will also have a lock on it.
6. Policy Section of Director Handbook Phil has the task, using the minutes from 2009 and 2010, to begin a policy manual. Owners will keep policies that center around the game. Additionally, at Dick's suggestion, Phil will make a list of policies that perhaps the Board should also pass that are not included in the minutes of 2009 and 2010; such as term limits or should a BOD count the ballots. At a later date earlier minutes will be studied for earlier policies passed by earlier BOD.
7. Unit Games and Sanctions We need a list of BOD members for hospitality for the next quarter. It will be the first item on the agenda for the new BOD. Mary and Nancy have heard complaints about the BOD no longer providing food from members. Mary is also hearing that the 99ers and 199ers do not know about the unit games. There was a discussion about whether to use the plates in the kitchen or provide paper plates for Unit activities. Joanne pointed out that there were not that many plates and many are divided. It was agreed that paper plates should be available for back up. Teri brought up that the new members do not know about signing up and unit games. Teri volunteered to speak to the non-life master games. Phil mentioned that you need to spend money to get money. It was decided to have the next BOD resolve this issue.
8. 2011 Fundraising—
 1. Wine Tasting and Auction John invited everyone to the Fish Lady's after the BOD meeting today, to see the venue for a potential fundraiser for the upcoming year. John has talked to the wine people and they would be willing to hold an event for us.
 2. Wednesday night money game Future Wednesday night games will be held only once a month as long as there are 5 tables.
 3. Santa Cruz vs. Monterey, "Battle by the Bay" The discussion with Monterey for the "Battle by the Bay" is being continued. Monterey people seem to like the idea. Wayne noted that it is difficult to get Monterey people to come to our unit, so it would be nice to schedule the first game here.

4. Human Race—Ken noted that he had talked about the Human race with others, and it would be appropriate for us to be one of the non-profits.

9. Life Long Learning (UCSC) New to UCSC is bridge on campus. It is not duplicate but a social bridge event. Dick will check it out.
10. Hand record guide Ken has produced a hand record guide on-line for those learning to use the game hand records. All comments received have been positive.

Old Business:

Calendar reminders have been sent in to Bruce. Bruce will compile them for each of the Board offices. Joanne mentioned that one of the duties of the Secretary, while not a calendar item, is to send for tests from ACBL when someone wants to take the directors tests. When this happens the Secretary must provide the ACBL number of the proctor and the applicant and their respective addresses.

Committee Reports:

None given as most of these reports were covered in above topics.

With no further business, the meeting was adjourned at 3:50 PM. The next meeting will be December 17th when the new BOD will convene for their first meeting.

Respectfully submitted,

Joanne Nelson

Unit 550 Secretary

Board of Directors Meeting

American Contract Bridge League of Santa Cruz Unit 550

November 5, 2010
Minutes

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

Present: Bruce Dau, John Hadley, Teri Handzel, Phil Johnson, Mary Pulliam Joanne Nelson, and Dick Wasserstrom.

Absent: Wayne Boss

Also present : Jane Jennings, Nancy Wainer, Bill McIntosh.

Approval of Minutes: The corrected October minutes were approved. Secretary Joanne will post them once the corrections are made.

Special Report: Bill McIntosh asked the board for a few minutes to present several suggestions and to announce a new Saturday game for next year.

1. Bill reported that other units have a cell phone policy. He recommended that we adopt a no cell phone policy during games. If you must receive a call leave the table.
2. Bill suggested that with the winter cold and flu season approaching we purchase a Gem Star—it is a machine that dispenses a hand sanitizing solution. It would cost \$170 initially and then \$25 every 2-3 months for refills.
3. Bill announced a new Saturday game to be played on the 5th Saturday of every month. It would be a Pro Am game with extra points. The Pro and the Am would be randomly drawn to form teams. The Life Masters would be selected by Bill and not randomly signed up. The NLM would pay \$10, the LM \$2 and the Unit \$4 a table.

Treasurer's Report:

Bruce reported that the rummage sale, sectional sponsorships/memorials, Wednesday night game revenues, and donations boosted our income \$ 5,168 over projections. As of October 31, 2010, the Net Worth is now \$ 356,227 with \$ 3,856 at Union Bank and \$352,371 at Vanguard. On January 1, 2010, our net worth was \$337,122.

New (or continuing) Business:

4. 2011 Surf's Up Chair—Teri agreed to take on this task. Pam has already sent some suggestions to Teri. Joanne will help in the planning. A discussion followed regarding the Sunday drop off in attendance. Joanne thought perhaps adding some pairs to Sunday might help. Jane noted that many of the usual teams were not in attendance and could perhaps have been attending the Nationals. Ken will check the table numbers of the previous year.
5. Education & I/N Committee Chair—Jane Jennings agreed to take this position. She noted that in the ACBL description of this position, attracting new members was emphasized rather than education. Jane said her focus was going to be on the teaching and education. Ken suggested the education committee meet and that Teri attend as the membership chair.
6. Board Election and Nominating Committee-- The following members have agreed to run for the vacant BOD positions: Phil Johnson, Bruce Dau, Wayne Boss, Ken Martin and Ken Llacera. The BOD felt that more time should be given to finding candidates. Ken will send a membership email out to let members know they have until Nov. 19 to let us know if they are interested in running for the BOD. Ken will also post information regarding the election and ask for more member nominations. Elections will be held November 19th through December 10th with the new BOD announced at the annual Membership Meeting, December 11th.
7. Dealer4 Policy—Ken presented a draft of the Dealer4 Policy. Dick had some minor suggestions. Dick will work with Ken and then a revised policy will be sent out for review and to be adopted at the next BOD meeting. Ken has been training the club owners on the Dealing Machine. It takes very little time to deal. So far the Directors that have used the Dealing Machine have been pleased. Ken will give a training session to anyone who would like to know how to use the Dealing Machine. Jane Jennings would like to purchase the old boards for use in classes. It was suggested that perhaps they should be kept at the unit to be used by all instructors. This will be further discussed at the next meeting. Nancy Wainer will talk with the Directors about the use of the old boards and about the security issues of the Dealing Machine.
8. Term Limits—Teri suggested that we should consider term limits for BOD. In most organizations, the Bylaws have term limits for their BOD so that new people can bring new ideas to each BOD. This discussion is to be tabled until the new BOD is elected. Ken asked Teri to check with other units to see what their policies might be regarding this issue.
9. Holiday STaC week game—The Wednesday game is not available so the additional game will be scheduled for Friday, December 10th. Sunday evening did not work for most members.
10. Fundraising—2011 suggestions:
 - a. *Wine Tasting and Auction*—John Hadley said that he knew local winery owners who would be willing to work with us on this event. After the next BOD meeting we will go to the Fish Lady where Wine

Tastings are held each Friday night to give us an idea of how to put on such an event.

- b. *Casino Night*—we could rent the equipment or have a professional team put on this event.
 - c. *Wednesday Night Games*—money games, seem to be very popular and we will probably offer at least one game a month in the coming year.
 - d. *Human Race*—very little effort, walkers get donations from friends and family; a very nice event put on by the Santa Cruz Volunteer Center in May.
 - e. *County Championship*—Santa Cruz vs. Monterey, everyone was in favor of going forward with this idea.
 - f. *High Profile Speaker*—would be publicized to nearby units; someone like Mike Lawrence would be featured.
8. Board Policies—Joanne was asked where we place BOD policies. Joanne stated that we did not have a policy manual that the policies only appeared in the BOD minutes as they were established. Phil Johnson volunteered to go through the last two years of BOD minutes to locate the policies passed during those years and will set-up a policy file. Joanne gave Phil the previous years' minutes.

Old Business:

1. Phone inquiries about lessons and classes—tabled until Jane and her committee meet.
2. Bike post—nothing new
3. Calendar reminders—Bruce will add term limit discussion to the spring calendar and finding new directors beginning in July.

Committee Reports: None given.

With no further business, the meeting was adjourned at 4:10 PM. The next BOD meeting will be Friday, December 3rd at 2:30 PM.

Respectfully submitted,

Joanne Nelson

ACBL of Santa Cruz County, Unit 550 Secretary

Board of Directors Meeting

American Contract Bridge League of Santa Cruz Unit 550

October 1, 2010
Minutes

Call to Order – President Ken Llacera called the meeting to order at 2:30 pm at the Santa Cruz Bridge Center.

Present – Teri Handzel, John Hadley, Joanne Nelson, and Dick Wasserstrom.

Also present – Pam Benz

Absent— Wayne Boss, Bruce Dau, Phil Johnson, Mary Pulliam

Approval of Minutes – The September minutes were approved by unanimous vote.

Treasurer's Report—The Treasurer's Report was presented by Ken in Bruce's absence. There were no questions. Ken noted that Dealing Machine funds needed to be broken out of the income. See Dealing Machine details below. The YTD total -\$856.35 includes income for the dealing machine.

New (or continuing) Business—

a. Surf's Up Sectional—Pam reported that everything was ready to go. John Hadley will be cooking burgers both days. Barbara Shephardson will be manning the kitchen. Ken will bring large coolers and John H. will pick up ice for the coolers.

b. 2011 Surf's Up Sectional—Pam requested that someone else be in charge of the sectional next year. Teri asked how much time was needed. Dick Wasserstrom, a previous chair of the event, suggested that it took about 20 hours of time. After a brief discussion, Teri volunteered to chair the event. Joanne volunteered to assist and Dick also said he would help Teri with his past experience. It will be held at Harbor High, October 8th and 9th, 2011. In Mary's absence, Ken will request the sanction.

c. Education & I/N Committee Chair—To date Ken has not found a member to take on this position. Joanne suggested Jane Jennings. Ken will contact her.

d. Board Election and Nominating Committee—The following members have agreed to run for the vacant BOD positions: Phil Johnson, Bruce Dau, Wayne Boss, Ken Martin and Ken Llacera.

e. Term Limits—Teri brought up the fact that there is nothing in the Bylaws regarding how many times a director may serve on the Board. Dick suggested that if you have term limits perhaps the term of office should be 3 years. After a brief discussion, it was suggested that the discussion be tabled until the full BOD were present as it would require a bylaw change.

f. Wednesday night game (fundraiser)—The Wednesday night game has gone well. The Unit cleared \$375 in September which will go toward the dealing machine. The scheduled October games are project to do equally well.

g. STaC Week Unit Games—STaC Week is December 6th-12th. Ken suggested we schedule the third game for either Wednesday night or Friday night since the Sunday night game was so poorly attended. Ken checked the number of tables on these nights; Wednesday was 200+ and Friday was 100+,. Ken will check with Nancy Wainer who has the Wednesday night sanction to see if we can have Wednesday, December 8th, for our 3rd extra game during STaC Week. If Wednesday, December 1st is not available, the third Unit STaC game will be Friday, December 10th.

Old Business—

a. Dealing Machine-- The Dealer4 has been selected for purchase along with 2 new Board Sets of 36. After the World Championships in October, we will purchase the dealing machine used there, directly from the manufacturer. After servicing the machine for us, it will be shipped. Since it will be used and purchased over the internet saving taxes, we will save nearly \$900. It will come with a 1 year warranty. After the 1st year, an annual maintenance and service contract will be necessary. Presently it costs \$250 annually. Also Ken is purchasing software which interfaces with Dealer4 to produce specific or random hands. The funding sources for the machine are donations \$1125, Wednesday night games \$675, and the Rummage Sale, \$2500, for a total of \$4300 covering all related Dealing Machine purchases. Our insurance policy will cover this machine if it is stolen. The BOD agreed that any director could use the Dealing Machine but it must be kept at the Bridge Center and only those that have been trained could use it. John moved to purchase the Dealing Machine and Joanne seconded the motion. It was unanimously passed by those present. Phil Johnson, sent an email endorsing the purchase as soon as possible.

b. Bike Post—Tabled until Bruce returns.

c. New Member packets—Teri reported that she felt that the letter new members receive is sufficient. Some new members do not join the ACBL. Ken supplies mock numbers for them. Some of these members do not receive letters since we generate the letters from the ACBL list. Presently there are not letters for the directors to hand out to new members. Ken will develop a new letter. Teri felt that a free game should be given to new members once they return. This discussion was tabled.

d. Fundraising—Teri suggested several new ideas for fundraising in the next year. The two fundraising suggestions the BOD will pursue are a Wine tasting featuring local wineries and a casino night. A raffle at either of these events could also generate additional revenue provided that we could find something really special to raffle. Special wine vintages at the wine tasting are a possibility.

With no further business, the meeting was adjourned at 4:10 p.m. The next meeting will be Friday November 5, 2010 at 2:30 p.m.

Respectfully submitted,

Joanne Nelson

Unit BOD Secretary

Board of Directors Meeting

American Contract Bridge League of Santa Cruz Unit 550

September 10, 2010
Minutes

Call to Order: President Ken Llacera called the meeting to order at 2:40 PM at the Santa Cruz Bridge Center.

Present - Ken Llacera, Wayne Boss, Teri Handzel, Phil Johnson, Mary Pulliam, Dick Wasserstrom, John Hadley

Absent: - Joanne Nelson

Also attending: Nancy Wainer and Pam Benz

Approval of Minutes – It was moved by John and seconded by Phil to accept the August minutes as corrected. Approved unanimously.

Treasurer's Report – Ken presented the treasurer's report in Bruce's absence. Due to the rummage sale and three unbudgeted unit games, we had a positive income of \$2666. Our net worth is \$344,238 with cash of \$5926 in Union Bank. It was moved by John and seconded by Phil to accept the treasurer's report. Motion passes unanimously.

A brief discussion regarding the poorly attended Sunday unit game. Bruce had suggested to Ken that we look at a Friday evening game. Ken asked the board to poll their bridge friends to see if they would attend.

New Business:

Surf's Up Sectional at Harbor High Oct. 9 & 10 – It was decided that the lunch would be \$8 this year (\$5 last year) for a John Hadley combo lunch of a cheeseburger, chips and a drink.

Education & I/N Committee Chair – we have this position open; Ken will approach a couple of members to see if they would be interested. Wayne suggested we consider paying a qualified teacher to offer lessons at the bridge center; draw up a job description and interview appropriate candidates. Ken thought this would set a bad precedent to pay teachers. There are ACBL trained teachers at Nancy's Bridge House where we can refer interested students. The committee (Wayne, Ken, Bruce, Dick and Nancy) will meet after the board meeting to set a committee meeting time.

District 21 Representative – The board thanks Bill McIntosh for filling this position for many years. There are three meetings a year; generally on Saturday morning at the Monterey, Santa Clara and Sacramento Regional. Mary Pulliam volunteered to attend and represent Unit 550. Feb. 2, 2011 is the next meeting.

Board Election and Nominating Committee – Wayne, Ken and Bruce are running again for the BOD. Ken Martin is interested in filling the fourth spot and Phil is talking to a couple of other members who might be good candidates.

Unit North American Pairs Qualifier – We would like to hold this game on Saturday, October 23, 2010 so that we can advertise it at the Surf's Up Sectional earlier in the month. Ken will ask Wayne if we can move his lesson to another date.

Wednesday Night Game – This is an individual IMP game, a fundraiser, with money going to top winners and also to the unit for the dealing machine. Sept. 15 and 29 are already full with wait lists. Once Ken runs these two games, with four tables each, he is hoping to expand the number of tables in October, if interest remains high.

Old Business

Dealing machine – Phil made a motion to buy the machine immediately, Mary seconded it. A service contract was discussed, and the desire for more of the Directors wanting to use it and be willing to purchase the boards and cards. An amendment was made to the motion, to purchase the machine in the next sixty days. The motion failed, 4-3. The majority felt we should wait to see what our financials looked like at the end of December.

Reply to Rachael Spencer's Letter was done by Ken.

No report on the bike post due to Bruce's absence.

New Member Packet – Teri will put together the packet and bring it to the October meeting. Teri suggested keeping nametags at the front desk so when new people arrive, they will be identified and introduced to members. It was discussed and determined that a free game will be in the packet, paid for by the unit, to be used after the new member plays once at the bridge center.

Annual BOD Calendar reminder – All officers and chairpersons need to submit to Bruce and Ken dates/entries for the Unit Board Calendar by September 17.

Committee Reports

Membership and Fundraising – Teri will bring fundraising ideas for 2011 to the October meeting and encourages board members to contact her with their ideas.

Finance – Wayne made a motion to accept the rebalanced portfolio as provided by the finance committee, Phil seconded the motion. Motion passed.

Hospitality – Cake and champagne will be served during a break at the annual Delores Abrams Memorial Game, tomorrow, Sat., Sept. 11. Following is the list of hosts for the remaining unit games in 2010:

Sept. 11 – Dick

Sept. 25 – Phil

Oct. 2 – John

Oct. 23 – Ken

Nov. 13, 27 and Dec. 11 - Mary

The meeting adjourned at 4:15 PM. The next meeting is Friday, October 1, 2010 at 2:30 PM.

Respectfully submitted,

Teri Handzel
Acting Recording Secretary

Board of Directors Meeting

American Contract Bridge League of Santa Cruz Unit 550

August 6, 2010
Minutes

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

Present – Wayne Boss, Bruce Dau, Teri Handzel, Phil Johnson, Joanne Nelson, Mary Pulliam, and Dick Wasserstrom.

Also Present: Nancy Wainer and Pam Benz

Absent—John Hadley

Approval of Minutes – The July minutes were approved as corrected by unanimous vote.

Treasurer's report—for our **Cash Flow Year-to-date**, the first seven months of the year, we ran a \$3,584 deficit, \$273 worse than budgeted. On the income side, we took in \$911 more than expected, mainly due to donations, unbudgeted sectional sponsorships and memorials. Our expenses ran \$1,184 above expectations. An unexpected purchase of a new dishwasher, increased internet/web costs, and some early bills from the Surf's Up sectional were the main culprits. Our **Net Worth** is now \$344,699, with \$3,206 at Union Bank and \$341,493 at Vanguard. On January 1st of this year, our net worth was \$337,122. Bruce suggested that we could safely increase our budgeted portfolio withdrawals by roughly \$4800 annually. This would eliminate our annual projected deficit. This increase is based on a 4% portfolio withdrawal rate, rather than the 2.6% rate we currently use. Bruce will take it up with the Finance Committee and report back to the BOD in the near future. Wayne made a motion to accept the Treasurer's. Joanne seconded. Motion unanimously accepted.

11. New (or continuing) Business:

- a. Upscale Rummage Sale—Teri reported that we have enough volunteers, still need someone to do sign distribution. Joanne suggested the Simons. Nancy suggested that on Thursday Night, the 12th, the players could put away the bidding boxes and set-up the tables. Ken will send out another letter to remind people.
- b. Board Election and Nominating Committee—5 members are staying on. Phil, Joanne and Bruce will seek out candidates to fill the 4 members leaving the BOD.

- c. Surf's Up Sectional (Pam Benz)—electronic score cards will be used. One less caddy will be needed as a result. Robin secured Harbor High School for the event. Ken will send out a thank you note to Robin. John Hadley will be making hamburgers both days of the Sectional. Ten dollars will be charged for the hamburger, fixings and a drink. Flyers have been distributed to other units. Calvin will distribute more at other sectionals. Ad is in the Forum. Ken will inquire about a link to the ACBL website. Sponsors have been secured.
- d. Ken and the BOD received a certified letter from Nancy's Bridge House. The BOD will meet August 27th at 4:30PM to discuss the letter. In the meantime, Ken will respond to NBH that the letter was received.

12. Old Business:

- a. Dealing machine --Ken will send out an email notifying the membership the outcome of the voting for the machine and the BOD's plan to purchase one.
- b. Dick Wasserstrom reported on his efforts to work with Nancy Driscoll of NBH to develop a list of specific topics that Nancy Driscoll might then be invited to present to the Board for discussion. He reported that an exchange of emails with Nancy Driscoll indicated that at this time there did not seem to be any enthusiasm on Nancy Driscoll's part to initiate or to participate in the construction of such a list.
- c. Reply to letter from Rachael Spencer—Ken still working on final draft.
- d. Bike post –To date we have not received information from the county regarding the standards.
- e. New Member packet—after the rummage sale Nancy W. and Teri will work on a new member packet.
- f. Calendar reminder (Everyone)
- g. Mentor program—Bruce will hand out materials to the mentoring committee and will meet briefly at the conclusion of this meeting.

13. Committee Reports:

- a. Membership & Fundraising—Gem plaque mounted.
- b. I/N—no report
- c. Club Owner Liaison—no report
- d. Finance—will meet in near future.
- e. Hospitality—Mary will host additional games during Silver Point Week.
- f. Facilities/Special Projects—Carpet cleaning needs to be done during the sectional.
- g. Webmaster—no report

14. Date for next meeting: Friday, September 10th

15. Adjourn—3:45 PM.

Board of Directors Meeting

American Contract Bridge League of Santa Cruz Unit 550

July 9, 2010
Corrected Minutes

Call to Order: President Ken Llacera called the meeting to order at 2:35 pm at the Santa Cruz Bridge Center.

Present – Wayne Boss, John Hadley, Teri Handzel, Philip Johnson, Joanne Nelson, and Dick Wasserstrom.

Also Present: Nancy Wainer, Owner rep.

Absent— Bruce Dau, Mary Pulliam

Approval of Minutes – The May minutes were approved as corrected. The June 4th minutes as distributed were approved, by a unanimous vote.

16. **Treasurer's Financial Report-** Ken, Acting Treasurer, reported that the overall cash flow for June was \$233, which was \$605 better than budgeted. Not included in this month's expense is the cost of the new dishwasher. It will be included in the next month's expenses. The Cash Flow YTD for the first six months shows a deficit of \$2190, \$823 better than budgeted. Our Net Worth is now \$335,563. When Bruce returns, he will do the other standard reports. BOD accepted treasurer's report as stated.

17. **New (or continuing) Business:**

- a. Unit Game BBQ – Saturday, July 10th - John Hadley and his grandson's will set up in the patio and serve the BBQ at the break. Joanne asked if John does a dump run, could he include the bolted tables that are no longer usable in the front patio area. It would also make a better space for his BBQ.
- b. Upscale Rummage Sale—Teri has been speaking at different bridge games to publicize the event and to ask for volunteers. Also there will be a listing on Craigslist and an ad in the Sentinel when it is appropriate. Phil suggested that around the 1st of August we post a sign outside the building. Teri reminded BOD that Capitola is very strict with signage but we could place a sign on our property that would be visible to passersby. Teri will make a flyer/email and Ken will send it out to the membership. Signs will be placed in the interior some time next week. Grocery bags are needed as well as items to sell. Teri has 3 or 4 drivers to do pick-ups. It was suggested that we have a sign up for pick up.

- c. Dealing machine. The results of the survey, with 104 members voting were; 62% voted for the dealing machine, 35% against preferring for the most part to pay down the deficit first and 2% had no comment one way or other. Three Directors; Mark, Pam and Bill, committed to use the machine. Sherry every now and again would use it. Nancy Wainer. would not use it. Nancy Driscoll would not use the dealing machine unless there is a training session. The dealing machine would not leave the building. Receiving hand records for all games is truly the biggest reason for purchasing the machine. There was a discussion on the cards used in the machine and it was determined that the cards do not last as long. Teri mentioned that last year's rummage sale netted around \$4100. Dick suggested that after the rummage sale, pay the deficit first, and then start a fund for a dealing machine with the remaining proceeds. By consensus we are going to table the dealing machine until we see how much we earn at the rummage sale, pay down the deficit, and then the remainder of the earnings would be used for the dealing machine fund. Once these figures are known Members could donate to the dealing machine fund for the balance or a smaller fund raiser could be held, later in the year.

- d. Dishwasher was replaced as the dishes were not being rinsed cleanly. The \$425 cost for the dishwasher will be reflected on the next month's budget. Wayne noted that many of the cups were getting dingy. It was suggested that we purchase new cups. Teri offered to check at Coast Supply and to locate and purchase cups. It was estimated that 5 dozen should be purchased.

- e. Dick reported on a meeting he had had at Nancy's Bridge House with Nancy Driscoll and Mary Peterson. He proposed that Nancy Driscoll be invited to a meeting of the Board to enable the Board to determine if there were ways in which the Unit and Nancy's Bridge House might work more effectively together. A discussion followed. Phil suggested that a possible mentor program might be one area of common concern that could be discussed at such a meeting. Wayne and Ken were both of the opinion that before inviting Nancy to meet with the Board it would be desirable to have a clear idea of the topics to be examined at such a meeting and there was a fairly general concensus on this point. Dick said he would probably meet again with Nancy to see if an agenda could be developed for a possible meeting and would report back to the Board if he was successful in doing so.

18. Old Business:

- a. Surf's Up Sectional Sponsors—sold out all sponsorships for this event. Phil secured **Imhoff and Associates**, the **J.C. Heating and Air Conditioning** sponsorship was again provided by John Hadley and the **Pasatiempo Golf Club** also was a repeat sponsor. In addition every game has been named for someone who an anonymous donor wishes to

honor. The Surf's Up Sectional will be held October 9th & 10th at Harbor High School.

- b. GEMS plaque will be mounted by Teri framed with a lighter color due to the dark walls.
- c. Letter written to the BOD from Rachael Spencer regarding lessons will be responded to by Ken.
- d. New member packet will be created by Teri and Nancy Wainer.
- e. Bike post is still being worked on by Bruce. We are currently waiting for a reply from the City of Capitola for approval.

19. Committee Reports:

- a. Membership & Fundraising—Rent a Pro is a possible fundraiser for later in the year.
- b. IN/Out reports.-Nancy Driscoll would like to have the information on the members who advance in Master Points. Teri said she would email that portion and send it monthly to all the directors. .
- c. Club Owner Liaison—No meeting to report
- d. Finance-no updates
- e. Hospitality— Teri will host the July 24th game. For the Sept. 10th BOD meeting, each Board member is asked to bring a bottle of champagne for the Delores Abrams game. Dick will be the host and provide a cake.
- f. Sherry will host some NAP games. Nancy suggested that we have two sections at a unit game.
- g. Facilities Special Projects—John reported that one of the fans needs to be fixed. Nancy mentioned that the right side door blind is jammed. John will take care of both.
- h. Webmaster—Ken will now post all current minutes on the website. In order to print out a particular set of minutes it will be necessary to cut and paste.

20. Date for next BOD meeting is Friday, September 10th due to the Labor Day tournament.

21. Adjourned-4:00 p.m.

Respectfully submitted,

Joanne Nelson
ACBL Unit 550 Board Secretary

Board of Directors Meeting

American Contract Bridge League of Santa Cruz Unit 550

June 4, 2010
Minutes

Call to Order: President Ken Llacera called the meeting to order at 2:35 pm at the Santa Cruz Bridge Center.

Present - Bruce Dau, Ken Llacera, Wayne Boss, Teri Handzel, Phil Johnson, Mary Pulliam, Dick Wasserstrom

Absent: - John Hadley, Joanne Nelson

Also attending: Nancy Wainer and Jeanne Boss (It was moved by Bruce, seconded by Phil that

Jeanne Boss be appointed acting recording secretary for this meeting. Unanimously approved.)

Approval of Minutes – It was the consensus of the board to wait to receive the revised May 2010 minutes before approval.

Treasurer's Report – Bruce presented the treasurer's report. It was moved by Phil and seconded by Teri to accept the treasurer's report. Approved unanimously.

New Business:

Unit Games: August StaC Week Unit games will be held on Saturday, 8/21, 10:00 am and

2:30 pm; Sunday 8/22 at 5:00 pm. There was discussion of changing the December StaC week Sunday game to Friday evening. No decision was reached at this meeting.

Timeless Treasures Rummage Sale: Teri reported that the committee met and took the following actions:

- A. changed name to "Upscale Rummage Sale";
- B. set schedule for set-up on Friday 8/13 with pre-sale shopping for volunteers 3:30 – 4:30 pm and Saturday 8/14 sale hours 9:00 am – 4:30 pm;
- C. added garden art and potted plants to the sale items; and
- D. recommended hiring some help for the strenuous part of the clean up on Saturday afternoon.

The committee will begin promoting the sale and will have volunteer sign up sheets out soon.

Life Master Plaque: Teri is in the process of updating the life master plaques and also placing the GEMS plaque which will celebrate the Bridge Center's Diamond Life Masters.

File Cabinets: Bruce has labeled the file cabinets and is in the process of organizing them.

Dolores Abrams Game Fee: The Dolores Abrams game will be held September 11, 2010. It was moved by Wayne, seconded by Mary to continue the practice of charging a fee for the Dolores Abrams game. Ayes: 6. Nays: 1.

Cake and champagne will be provided by the Unit board. Board members are asked to bring any extra champagne they may have to the September board meeting to serve at the game.

Surfs Up Sectional: There will be additional stratification this year to allow for separate games for novice and more senior players. It was moved by Teri, seconded by Dick that the sponsorship fees are \$150 for businesses and \$100 for individual memorials or honorees. Sponsorships must be submitted to Pam Benz by June 18th for inclusion in posters and ads.

Dishwasher Problem: The dishwasher is not draining properly. Ken will contact John Hadley to see if the machine is under warranty; or he will contact Bruce to make arrangements for repair.

Fragrance Policy: After discussion, the board directed Ken to send an email to members reminding them that the Bridge Center is a smoke-free and fragrance-free area. Teri will purchase signs to post.

Old Business:

Dealing Machine: There was discussion about the possibility of the unit purchasing a dealing machine. Nancy was asked to discuss some ideas with the club owners such as purchase of new cards to accommodate the machine, etc. Ken will send the board members an internet link that will provide more information on the dealing machine.

Letter from Rachel Spencer: Ken has not responded to the letter yet.

Bike Post: Bruce has the paperwork to obtain the post free from the transportation commission, and he will proceed with installation of the posts on the side patio.

By-Laws: No report

Committee Reports

Membership/Publicity: no report

Intermediate/Novice Education: - Nancy expressed concern that there are no beginner or intermediate lessons available at the Bridge Center. There was discussion of various options – formal classes with certified bridge teachers, mentoring programs that would pair new players with experienced players, etc... Bruce has some information on a mentoring program that he will forward to the Education Committee. Dick and Phil proposed contacting Nancy's Bridge House to see if some of the novice players would be interested in linking up with some of the more advanced players at the Bridge Center.

Finance: Ken and Bruce reported that the committee is close to making a recommendation.

Hospitality: no report

Facilities/Special Projects: See above: dishwasher and bike posts

Webmaster: Ken reported that the website changes are doing well. No problems.

The meeting adjourned at 3:55 PM. The next meeting is Friday July 9, 2010 2:30 pm due to the Palo Alto Sectional on the 2nd.

Respectfully submitted,

Jeanne Boss

Acting Recording Secretary

(06/04/2010 board minutes)

Board of Directors Meeting

American Contract Bridge League of Santa Cruz Unit 550

May 7, 2010
Minutes

Call to Order— President Ken Llacera called the meeting to order at 2:30 pm at the Santa Cruz Bridge Center.

Present— Wayne Boss, Bruce Dau, John Hadley, Teri Handzel, Joanne Nelson, Mary Pulliam, and Dick Wasserstrom.

Absent— Phil Johnson.

Approval of Minutes—The April Minutes and the Special Meeting of March 25 were approved, as corrected, by a unanimous vote.

Treasurer's Report —Bruce gave the Treasurer's Report. Frosh and Billings have been asked to prepare the taxes. When taxes have been completed, the Finance committee will review them to see if in the future they can be done in-house. Club Owners rental re-imbusement is considered income. The Finance Committee has met several times to discuss the allocations. The Finance Committee will report back to the BoD with recommendations for simplifying the portfolio.

Bruce stated that the Vanguard Money Market Fund account would close if we didn't transfer \$1,000 into it. After a brief discussion, Teri made a motion to advance money from the Ginny Mae fund. Wayne amended the motion to authorize the Treasurer to transfer funds if Vanguard Money Market Fund account goes below \$1,000 again. The motion passed unanimously.

Old Business—

1. Awards—Ken, along with Mary, will present the *Ace of Clubs* and the *Mini-McKenney* awards at both Unit Games on May 8th. The "Gems" plaque for those who are Diamond Life Masters or higher will also be unveiled. Unit 550 is honored to have three such members: Ann Ottenberg, Wayne Stuart III, and Jim Slinger. A diamond symbol will also be placed on the Life Master plaque.

2. Rising Stars Tournament—Joanne will write thank you notes to Jane Jennings, Barbara Shepardson, Phyllis Cramblet, and Anmarie Moller for their outstanding contributions to the Rising Stars Tournament.

3. STaC week—During STaC week there will be two additional games added to the schedule: Saturday afternoon at 2:30 p.m., and Sunday evening beginning at 5:30 p.m.

New Business—

1. BoD Unit Game Hosting Assignments—Mary will post a list behind the director's desk. If any of the BoD members cannot be there on their given day, they should notify Mary or find another BoD member to trade with.

2. Rummage Sale—The date for the Rummage Sale is set for August 14th. Teri asked for BoD support of the rummage sale. Her plans are to set up Friday the 13th at 8:30A. At the end of Set-up day Teri plans to have a 4-5P Wine and Membership preview sale. The rummage sale should be social and fun. Teri will advertise it as the "Upscale Rummage Sale."

3. Correspondence regarding bridge classes—A letter from a member asked the BoD about classes for the intermediate bridge players who need further instruction and practice. A second letter was read from Lynn Yokel offering to teach a class on Monday mornings. The BoD support any additional classes.

4. Bike Post—Bruce recommended that with the weather getting better, more people are riding their bikes to the Bridge Center and we do not have a place for them to park their bikes. Teri made motion to have Bruce install a bike post: Passed unanimously.

5. Bylaw copy for Members—Bruce requested a copy of the bylaws be available to the membership. Joanne will make a copy available.

6. Life Masters—Some of the life masters who have transferred into our club are represented on the Life Master Plaque. After a brief discussion, Joanne made a motion to make a policy to add names to the Life Master plaque when members transfer or become Life Masters: Passed unanimously. Teri will add the names of Don Seldeen, Heather Cutting (later found to be already on the plaque), and Wayne Stuart to the Life Master plaque as transferred members. Teri will also make sure that there are not others that have transferred into our club and not listed as a Life Master.

7. Chair of the Judiciary Committee—Dick volunteered to be the chair of the judiciary committee. The Judiciary Committee handles appeals on directors decisions.

8. Miscellaneous items—

- a. Ken will poll the membership by email to ask for suggestions such as the Dealing Machine to be purchased for the club.
- b. Bruce and Teri will contact Unit 507, San Jose, regarding their "Mentoring Program" to see if such a program would work in Unit 550.

Sincerely,

Joanne Nelson,
BoD Secretary

Board of Directors Meeting

American Contract Bridge League of Santa Cruz Unit 550

April 3, 2010
Minutes

Call to Order—President Ken Llacera called the meeting to order at 2:30 pm at the Santa Cruz Bridge Center.

Present—Bruce Dau, Joanne Nelson, Mary Pulliam, and Dick Wasserstrom.

Absent—Wayne Boss, John Hadley, Teri Handzel, Phil Johnson

Also attending—Jane Jennings and Nancy Wainer.

Approval of Minutes—The March Minutes were approved, as corrected, by a unanimous vote. Minutes of the March 25 Special Meeting will be sent out after corrections.

1. Rising Star Report—Jane Jennings reported that on the income side, Rising Star sponsorships, and a generous anonymous donation given to Phyllis Cramblet, and a \$1 session increase more than offset weaker attendance. Because of these additional revenue items, the sectional generated \$365 more than budgeted. Jane suggested that attendance would be better again if a new facility was found for next year. The Masonic Hall appears to be dingy and dirty. It is suggested that a possibility would be the Middle School in the area or possibly using Harbor High for a second time. Jane also asked that next year she be only the Director as it is difficult to be both Director and Chair of the event. Next year having the Chair in place early would also be helpful so that the publicity could go out early. Publicity will be discussed on another date. Thank You letters should be sent out to the committee. Board should also send Thank You letters to all volunteers and a special note to Barbara Shepardson who worked tirelessly in the kitchen. All in all, those in attendance were once again impressed with the great food and hospitality provided by Unit 550.

2. Treasurer's Financial Report—Bruce reported the overall cash flow for March was a +\$1,273, compared to expected surplus of \$2,029. The cash flow (YTD) is \$350 ahead of budget. The Net Worth of Unit 550 is now \$345,339, with \$6,148 at Union Bank and \$339,191 at Vanguard. On January 1st of this year, our net worth was \$337,122. Bruce also noted that by using Quicken, the Union Bank account is now automatically reconciled. This should help prevent any discrepancies going forward. The biennial corporation filing with the state was completed this month, as well as ensuring that the insurance policy was up to date. The Annual Report to the membership was prepared for the Board's approval. Annual report will be posted and placed on the website by the end of April. Beginning and ending statements are used for the preparation of the

annual report. Dick moved Mary seconded to approve both the Treasurer's Report and the Annual Report. The BOD approved both unanimously.

3. Clean-up Day—Everything is in place. Bruce took down the blinds on Thursday after the Bridge Camp game and picked them up today. They will be hung again after the windows are cleaned on Saturday. The Board will give a free game play for a unit game for all those that help clean. Food will be served at 11:00 and an awards ceremony will begin at Noon followed by a Pro-Am game.

3. Web status & printed calendar—New calendars have been printed for Santa Cruz Bridge Club games. We no longer have a Unit calendar. The SBSC calendar will be printed by the SCBC directors/owners. DSL charges will be paid for by the Unit starting immediately. Regarding the website: edits are not easy to do. Ken is the hosting service. All the content is the BoD's. The software belongs to Ken. Ken talked to Mary Peterson. She stated that NBH is in agreement with the bifurcation of the old website. Both websites are up and so far no feedback. Ken will keep the BoD apprised of any criticism. All content will treat owners as equal as reasonable.

4. Recognition awards—Joanne reported that all the plaques were ready to go and all the certificates and medallions had been received. Joanne recommended that we do the awards on another date due to all the activity with the Pro-Am and the Clean Up Day.

5. Pro-Am status—only one person needed a partner. All other amateurs and Pros had been matched up. It should be a good turn out.

6. Tax Preparation—Ken reported, after examining the Tax Forms required for our Non-Profit Status, that the forms did not look that difficult. He suggested that we fill them out and then send them to FBL to see if we prepared them correctly. We would ask them to check it over to see if we are preparing them appropriately. If we preparing them correctly, then next year we could know if we could do them ourselves.

7. Miscellaneous items—

a. Ken suggested to Board Directors that they keep track of items during the year things that pertain to their position such as when the taxes or annual report are due. Bruce Dau agreed to send out monthly email reminders to committee chairs and officers.

b. Joanne inquired about the dealing machine. Ken stated that it is one of the items under consideration from the proceeds of the Rummage Sale.

Scheduled for the next board meeting is the calendaring of the Unit representatives at the Saturday Unit Games, the success of the Clean-up Day and the unit website completion.

Respectfully submitted,

Joanne Nelson

Board of Directors (Special) Meeting

American Contract Bridge League of Santa Cruz Unit 550, Inc

March 26, 2010
Minutes

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

Present – Wayne Boss, Bruce Dau, John Hadley, Teri Handzel, Phil Johnson, Joanne Nelson, Mary Pulliam, and Dick Wasserstrom.

1. Cleaning Day Update-

- a. Joanne reported that she had contacted Bee Clean for an estimate on cleaning the mini-blinds. Bee Clean will charge \$12 per blind. If we want them to pick them up and deliver, an additional \$45 would be charged. After a brief discussion, Joanne made a motion and it was seconded by Bruce to have the mini-blinds cleaned by Bee Clean. Bruce volunteered to take them down and deliver them to Bee Clean. It was decided to take them down on Thursday afternoon after Bridge Camp and pick them up on Friday afternoon. On Saturday after the windows have been cleaned they will be re-hung.
- b. Ken said that he had equipment to clean the rafters but he needed to have someone with a pick-up truck to pick up a ladder for the job. John Hadley said he would be happy to pick up the ladder at Ken's house.

2. Community bulletin board policy- The Board decided that a written policy for posting on the Community Bulletin Board needs to be made. It will contain such things as how long something be posted and as to size and who can post on the bulletin board.

3. Website Proposal—All of the official documents make it clear we are the ACBL of Santa Cruz County, Unit 550. There is no legal entity called the "Santa Cruz Bridge Center". According to the charter we have from the ACBL, the Unit's mission is to promote bridge in our assigned geographic area. There is the implication that as the Unit we should, to the extent reasonable, treat all club owners fairly.

The question is how is fair treatment implemented in regards to the current website? Ken, being the webmaster in addition to his role as President, explained that the current implementation does not allow for multiple, simultaneous sessions to be listed on the calendar. This limitation extends to game results as

well. His estimate is that 100 to 300 hours of work would be required to fix this limitation.

The best solution is to create a separate Unit 550 website which will hold only Unit 550 information; the clubs within Unit 550 must create, implement and maintain their own websites.

Ken proposed to create the Unit's website and maintain it under contract. This would include the hosting and registration charges. He will own this website, which continues to be www.santacruzbridge.org. The Unit 550 website will have links to each bridge club in Unit 550 on the first page. Board Directors for the Unit 550 will be on the Unit website as well as Unit 550 minutes, accolades, and other Unit information.

There will be a summary page of lessons offered within the Unit. Any detailed information on the classes will be found on each Club's own website.

Ken will talk to the SCBC club owners at or before their April 5th meeting. The Club owners will own the new SCBC website and will select a new name for their website. Also to be covered at this meeting will be information on the website that Ken will provide after determining the SCBC needs. Dick suggested that the club owners say where their games are being played. A separate calendar for the SCBC will be maintained.

The projected date for completion is April 30th.

The new system continues to have the capability of sending out bulk email. We will charge \$20 set-up fees and \$0.05 an email for emails which are related to bridge and our members. Any revenue generated from bulk email will be the Unit's. Any Board member may determine if a bulk email is appropriate.

With the discussion on the two new websites, it was moved by Wayne and seconded by Bruce to give Ken a contract in the amount of \$100 to build a Unit 550 specific website and \$25.00 per month for maintenance. It was passed with a unanimous vote.

Ken will send a letter to Nancy's Bridge House to explain what is happening. Ken will also send a letter out to all club owners/directors explaining this bifurcation of the current website.

Currently in the bylaws, Section 7.4, Restriction on Interested Persons as Directors, reads "*None of the persons serving on the board may be an 'interested person.'* *An interested person is (a) a person who has received material compensation, defined as more than Three Hundred Dollars (\$300.00).....*" It was moved by Wayne and it seconded by Bruce to modify the bylaws so that the "material compensation" reads \$1000 instead of \$300. It was a unanimous vote.

In preparation for the website bifurcation, Dick W. suggested a statement to be sent out to the membership. The statement reads:

“The chief purpose of Unit 550 is to promote and support the playing of duplicate bridge in Santa Cruz County. In furtherance of that purpose Unit550 has for a number of years held the lease on the Santa Cruz Bridge Center located at 720 E. Capitola Avenue where all ACBL duplicate games have been held. The Unit has also had for a number of years an agreement with the club owners running games at the Santa Cruz Bridge Center to share various expenses connected with the maintenance and operation of the Center. In addition, the Unit has operated a web site (thanks to Ken Llacera who originally designed it and who has continued to oversee it) that has served to provide lots of information both about the Unit and its affairs and about the Santa Cruz Bridge Center and its affairs, for example, the schedule of ACBL sanctioned games played there, the game results, and the like.

Until recently the web site’s dual function of providing information dealing with the activities of the Unit and the activities connected with the Center has not created any problems, but that is no longer the case. This is so because in addition to the Santa Cruz Bridge Center, there is now Nancy’s Bridge House, which also offers ACBL sanctioned duplicate games and instruction. In order to provide access to relevant information about activities at both locales in a cost-effective fashion, the Board has decided to reconstruct the Unit’s web site so that it will focus only upon Unit affairs while providing links to other web sites of potential interest to Unit 550 members activities at the Santa Cruz Bridge Center and at Nancy’s Bridge House.”

The next step is to put it this statement on the website, after the meeting with the SCBC club owners , April 5, 2010 at 3:00 p.m.

Phil moved and seconded by Teri that Wayne be relieved of the previously proposed bylaws changes suggested in the March Board meeting. The motion was passed unanimously.

With no further items on the agenda, the meeting was adjourned at 3:40 pm by President Ken Llacera.

Respectfully submitted,

Joanne Nelson

Board Of Directors Meeting

American Contract Bridge League of Santa Cruz Unit 550

March 5, 2010
Minutes

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

Present – Wayne Boss, Bruce Dau, Teri Handzel, Phil Johnson, Joanne Nelson, Mary Pulliam, and Dick Wasserstrom

Absent---John Hadley

Also attending: Pam Benz and Nancy Wainer

Approval of Minutes – Moved by Teri and seconded by Phil Johnson to approve the minutes of Feb 5, 2010. The minutes were approved unanimously.

1. Rising Stars report--- Ken announced that coupons for interested players would receive a coupon for a free golf cart at Pasatiempo Golf Course. A second coupon provided by John Hadley will be for a 10% discount off service or supplies from JC Heating and Air Conditioning.

2. Treasurer's Financial Report--- Treasurer Bruce Dau reported that we are on target with our 2010 budget. Bruce also suggested that we look into other options for our tax preparation.. Previous tax preparers Froshmen Billings, CPA's used by the Bridge Center are still an option. TurboTax would be less expensive but it is unknown if you can do nonprofit taxes on Turbo Tax. Jeff Belden was also mentioned as a possibility to do taxes. Bruce will check into this and report back to the BOD in April. Taxes are due in May.

3. Old Business--

A. Mission Statement---The current Mission Statement listed on the web site: "We are the Santa Cruz Bridge Center (SCBC), part of the American Contract Bridge League (ACBL). Our mission is to promote the game of bridge and provide a pleasant facility for those in the Santa Cruz area who want to play duplicate bridge in a friendly atmosphere," is currently being under consideration for revision. After a brief discussion, Teri suggested that the discussion be tabled until the BOD current bylaws have been reviewed.

B. Letter & request from Nancy's Bridge House Study report from Phil & Dick on *Articles of Incorporation* and the *Bylaws* ---

Dick Wasserstrom and Phil Johnson reported that the BOD of Unit 550, under both the *Articles of Incorporation* and the *Bylaws*, does not presently have any

latitude to deviate from the current mission statement (as encapsulated in Article II of the Bylaws) to “foster and promote bridge with affiliated clubs”. study. Bruce noted that the ACBL Handbook, Chapter Four identifies Club Owners, which would include Nancy Driscoll. While the BOD saw a clear separation between the SCBC and Unit 550, the responsibilities of Unit 550 to other Bridge enterprises within the geographic area of Unit 550 were not clear. After a very lengthy discussion, it was decided a definitive response to the issues raised in the letter from Nancy’s Bridge House could not be made at this time. The BOD, with two nay votes, assented to a motion by Wayne Boss and seconded by Teri Handzel, to amend the Bylaws reflecting the responsibilities and obligations to outside bridge entities and to Unit 550. Wayne, as By-laws chairman, will look into providing some input language at the next meeting for further discussion.

C. Annual Clean –Up Day---Pam Benz stated that along with Teri they had identified potential projects for Clean-Up. It was suggested that a sign-up sheet be posted as soon as possible. That way, members would be able to determine what cleaning supplies, etc. they would need to bring that day. Also we could determine if the BOD would need to rent any special equipment. Pam said she would make the sign up sheet.

D. Dealing machine---Ken suggested that while we are looking at a dealing machine and how it benefits the membership, why not look at hand held automated scoring machines, travelers, bidding boxes, as well as any other items that would make for a more enjoyable experience for our members. Teri suggested that we dedicate the proceeds from the rummage sale to obtain some of these items rather than just put the proceeds into the general fund. The BOD agreed.

E. Wall Plaque Update---Joanne and Teri will meet Monday at a trophy shop to order plaques and a new Board for the Diamond Life Masters.

3. New Business---

A. Bidding Boxes---Pam Benz reported that a donation of three hundred dollars was given to the Unit in Alice Hopkins name. The donation should cover 12 sets currently on sale with a club owner discount. After a brief discussion for additional boxes, the BOD unanimously voted to order 16 sets. Any additional expense such as shipping and handling and the additional 4 sets of bidding boxes will be picked up by the Unit.

B. Garden expenses---Stephanie Kearns has been volunteering her services in our garden areas. It is time for new plants and she requested \$60 for that purpose. The BOD readily agreed to do this.

4. Committee Reports—

A. Club Owner Liaison---Joanne reported that the Club Owners would like to be able to print a Directory. Ken said that the Club Owners could do that by

accessing Google Documents, It was further suggested that a Directory would be good to have for new members. Nancy Wainer recommended that a Packet be made available to New Members with such things as a Directory, a calendar, when there were lessons, along with a welcome letter. Nancy and Pam will work together to determine what should be in the packets. Once this happens, the Club Owners /Game Directors would keep a supply of packets to hand out to new members. The Club Owners would also like to thank Ken for his tireless job as Web Master and the great job he does. The Club Owners also thanked the BOD for cleaning up the kitchen counter area.

B. Web Master---Ken stated that he would work on updating the BOD Minutes and the Accolades page. Pam volunteered to help him with the List of Awards.

C. Calendar/ List of Due Dates---Ken suggested that the BOD set up a List of Dates when scheduled items are due. Such items would be the Annual Report, the Annual Directory, Taxes, our Sectionals, our rummage sale, Rental Agreements, Club Owner financial agreements, etc. This way each succeeding BOD would not be reinventing the wheel each time. This Calendar/List would be kept in the BOD Binders.

D. Lease Agreement---In 2012 our current Lease Agreement ends. This is a particularly good time for commercial rental property as there are many vacancies. It was suggested that it is also a good time to possibly purchase a permanent sight for the same reason. Parking is especially important when looking for another facility. It could be used as a negotiating tool for the present facility as well. Teri agreed to contact a commercial property sales agent and start looking for alternate sites.

Tabled for the next BOD meeting are the 2010 Goals, and the Suggestion /Comment box,

With no further business, the meeting was adjourned by the Board President at 4:45 p.m. The next meeting will be April 2, 2010 at 2:30 p.m.

Respectfully submitted,

Joanne Nelson, Secretary

Board Of Directors Meeting

American Contract Bridge League of Santa Cruz Unit 550

February 5, 2010
Minutes

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

Present – Wayne Boss, Bruce Dau, John Hadley, Teri Handzel, Phil Johnson, Joanne Nelson, Mary Pulliam, and Dick Wasserstrom

Also attending: Pam Benz, and Bill McIntosh

Approval of Minutes – Moved by Teri and seconded by John Hadley to approve the minutes of January 15, 2010 as corrected. The minutes were approved unanimously.

Treasurer's Financial Report

- a. January, 2010—Ended month with \$162 over budget. The budget will be projected over 12 months rather than an annual amount.
- b. 2010 Budget discussion—Bruce felt that philosophically it makes no sense to include anticipated income. With this in mind, both sponsorships for the sectionals and the estimated proceeds for the rummage sale were removed. Last year we had 25 unit games and this year there will be 26. The estimated income for the unit remained in the budget. Portfolio withdrawals increased by \$800. The percentage of the portfolio income remained the same. With these adjustments to the budget for 2010 there is a \$4900 deficit which should be covered by the income from the rummage sale, the sectionals and the unit games.
- c. Table Fee Increase— Wayne asked about a table fee increase of \$1 for the Rising Stars Sectional; Surf's Up sectional table are already \$10. This would make both our Sectional table fees \$10. Directors have increased their fees about 8% and the Masonic Temple has increased the rent \$90.00. The increased table fees will help to cover these increase. Mary asked about the possibility of increasing table fees at the club on a regular basis.
- d. Budget—The new revised budget will be spread out over the 12 months. It will be reviewed at the next meeting.

Old Business

- a. Forum Editor—Irma Andrews graciously has volunteered.
- b. Bill McIntosh—Requested that he have the March 27th game instead March 20th as he will be in Reno for the Nationals.

New Business

a.By Law Change—The Unit Board can amend the By-laws. The first sentence in Paragraph 12.6 reads: “The board shall cause an Annual Report to be sent to the members and directors within 120 days after the end of the corporation’s fiscal year. Wayne Boss, Chair of the By-laws committee suggested that since we no longer send out a newsletter that a minor revision be made to reflect how the board will communicate the Annual Report. Wayne suggested that the word ”sent” be deleted and the phrase “provided in a cost efficient and effective manner” shall be added in its place. Terry moved and Dick seconded to accept the bylaws change. The Board unanimously accepted the by-law change. The annual report will be done by Ken, will be posted it on the bulletin board and placed online.

b.Mission Statement—The Board felt that a new mission statement should be written to reflect—Geographic—Santa Cruz County; Education—accommodate level of play; and Fiduciary responsibility. Teri suggested a loftier statement—it is about the Bridge Center. Teri volunteered to rewrite the mission statement to be approved at the next Board meeting.

c.2010 Candidate Goals—The Board felt that it should establish goals for candidates. Joanne will send the suggested goals out as an attachment to the minutes for the Board to review.

d.Annual Clean-up—Pam suggested that we have a quarterly clean-up. Other clubs do it prior to their sectionals. The Board thought it was an excellent idea as the weekly cleaning was just maintaining but did not do the big jobs. Wayne suggested a potluck and a free game to each member that helps to clean. Saturday April 3rd. 9, 11am will be our first trial cleaning day. If successful we will schedule another during the year.

e.Wall plaque update and medals – The Board wants to recognize our Diamond Life Masters: Ann Ottenberg, Wayne Stewart and Jim Slinger. It was suggested to have a diamond square for diamond life masters on the Life Master Plaque. The Board felt that a special plaque to honor Diamond Life Masters should also be established. It was noted that new name plate need to be added to the Delores Abrams Plaque for 2009. Joanne ordered MM and Ace of Clubs, which will be handed out at the April 3rd Unit Game.

f.Letter from Nancy’s Bridge House—The Board has an obligation and a fiduciary responsibility to Unit 550 Members. Joanne will write a letter to Nancy Driscoll to let her know that we aren’t ignoring her letter but have been busy with acquainting new Board Directors with the By-Laws, Bylaw changes, their obligations, new goals and objectives, and discussions with the proposed 2010 Budget.

Committee Reports—tabled until the next meeting.

Date for next meeting: Friday, March 5th

The President adjourned the meeting at 4:20 p.m.

Board Of Directors Meeting

American Contract Bridge League of Santa Cruz Unit 550

Minutes

January 15, 2010

Call to Order: President Ken Llacera called the meeting to order at 2:40 pm at the Santa Cruz Bridge Center.

Present – Wayne Boss, Bruce Dau, Teri Handzel, Phil Johnson, Joanne Nelson, Mary Pulliam, and Dick Wasserstrom,

Absent: - John Hadley

Also attending: Pam Benz, Jane Jennings and Bill McIntosh

Approval of Minutes – Moved by Wayne, seconded by Joanne Nelson to approve the minutes of December 9, 2009 meeting. Approved unanimously.

Sectional Status –

1. Jane Jennings reported that Rising Stars 299'er will be held March 6th and 7th at the Masonic Hall. Barbara Shephardson has again volunteered to handle the kitchen and food donations as in the past. Flyers have been sent out. San Jose will not give out flyers for other bridge centers. An ad will appear in the February Forum. Jack Simon will put out signage the days of the event. Calvin will bring the boards and bidding boxes. Calvin will also take our flyers to other bridge centers. Ken has already posted the tournament information on the website.
2. Pam Benz reported that the Surf's Up Sectional is October 9th and 10th, the second week-end in October. It is tentatively set to be played at Harbor High. The sectional costs will be more this year for the Directors, the facility and Janitor services. It was estimated this might be an 8% increase.
3. A discussion followed regarding sponsorships. Both Pam and Jane were not comfortable asking for sponsors. Sponsorships are currently priced at Memorials (Name a Game) \$250, and Business sponsorships for \$100. Dick Wasserstrom suggested that we offer for an additional \$50 or \$100 to sponsor both events. Teri mentioned that we need to let the sponsors know all that they are getting for their sponsorship.

Bill McIntosh—appeared to request the unit purchase an automatic dealing machine priced approximately \$5000. Bill stated that the unit board had taken

away all perks for the membership last year, requiring the membership to pay for many things such as the Delores Abrams game. The automatic dealing machine would benefit the membership by having pre-dealt hands, provide hand evaluations, and would be very useful as a teaching tool. Bill stated that the Owners will pick up the paper expenses of printing the hand records, but not the machine or its supplies. Bill recommended the BOD purchase it directly from the manufacturer rather than Baron's. Ken asked Bill to find a brochure and the specific price for the next meeting.

Treasurer's Financial Report – Bruce Dau presented the December and 2009 Treasurer's report. Bruce, Ken and Wayne had a discussion regarding a \$739 entry. Bruce said that it appeared to be a balancing entry for the checkbook.

2010 Draft Budget—Bruce reported that the Rummage Sale brought in the most income last year with \$4000. Ken thanked Teri for her leadership on this project. and asked Terri if it was feasible to do it again. The answer was yes. The Tournaments provided the next biggest amount. Not yet factored into the 2010 budget is the increase in utilities, property taxes and the additional costs of the sectionals.. Interest income must also be adjusted as it may be \$2000 less than the current forecast. A draft budget will be sent out when these adjustments are made to review by the next BOD meeting.

Old Business—

1. Board Packets—Bruce handed out the new BOD packets. The packets included a Mission State which Ken asked the BOD to consider revising. Also in the packets were Rosters and Duties, the Budget, Definition of Terms, Bylaws, Expense Sharing Agreement, the Investment Policy, and a Miscellaneous section for items such as the "To Do List for Unit Games." Dick Wasserstrom asked for some clarification on the Definition of Terms. Ken thank Bruce for the good job in providing these new BOD packets.
2. Forum Editor—Ken announced that we still did not have a Forum Editor.
3. Hospitality Committee Chair—Mary Pulliam graciously agreed to be the Chair.
4. New Member Welcome Letter—Ken explained that he automatically sent out welcome letters when the new members had an email. Ken also reported that about 85% of the new members and the transfers had emails. Teri agreed to revise the Welcome Letter.

New Business—

1. Election of 2nd Vice President—Dick Wasserstrom graciously accepted the position after a unanimous vote by the BOD and a brief description of this office's responsibilities. Fundraising will now be handled by Membership.

2. Annual Report—According to the Bylaws, an Annual Report must be sent out within 120 days of the 1st meeting of the year. The Bylaws state it should be mailed out. It was suggested that the Bylaws be changed so that the Annual Report instead be posted on the Website and on the Unit Board since we no longer send out newsletters. Wayne Boss, Chair of the Bylaws Committee will work on a Bylaw change to reflect this for the next meeting. He will also advise us on how to make a Bylaw change by the BOD.
3. The Unit Games and Event Calendar was approved with the following changes:
 - A. Two extra STaC games will be added during the STaC Weeks, a second game on Saturday and the addition of a Sunday evening game.
 - B. The Rummage Sale will be scheduled for August 14th, moving the Wayne Stuart Seminar and the Unit game to August 28th.
 - C. Changing the Pro Am Unit Game to March 27th due to the Reno NABC March 11th -21st

2. Unit Game Coordinators are as follows:

January 23 Wayne Stuart Seminar—Ken
February 20—Teri
February 28—Dick
March 13—Joanne
March 27 (ProAm)—Wayne
April 3 (Recognition)—Bruce
April 24 (Wayne Stuart Seminar)—Ken
May 8 (Stack Week)—Mary
May 22—Mary

Due to the length of the agenda, Goals, the Annual Clean-up, Wall Plaque updates and medals for MM and Ace of Clubs, and Nancy's Bridge House Letter were tabled for the next meeting. Also tabled were the Committee Reports.

The meeting adjourned by President Ken Llacera at 3:45 PM. The next meeting is Friday February 5th, 2010, 2:30 pm.

Respectfully submitted,

Joanne Nelson