



April 20, 2020 BOD Meeting, virtual via Zoom

Agenda Item	Minutes	π
	In attendance: Muriel Tremblay, Wiebe Hoogland, Kathy Morrison, Chandi Jayawardena, Claude Tremblay, Dena Jones, Paul Cronin	
1 Welcome and Call to Order	Muriel called the meeting to order at 7pm	
2 Review and Approval of Agenda	Moved by Kathy, 2nd by Claude. All approved	
3 Review & Approval of Minutes from Jan 20, 2020	Moved by Dena, 2nd by Kathy 2nd. All approved,	
a) Actions arising	None	
4 Treasurer's 2020 Financial Statement	Refer to Appendices 1 & 2 <ul style="list-style-type: none"> • Approval of financial statements moved by Kathy, 2nd by Wiebe. (Appendix 1) • Post meeting, Kathy sent revised 2019 Financials, as submitted by John MacKay to CRA (Appendix 2) 	Kathy & Claude
5 Tournament Coordinator Report	Refer to Appendix 3 All tournaments to June 28th have been canceled by D2. Internal deadline of July 1st, 2020 to decide if we are to hold the 1.) August Sectional 2.) Fall league. If these tournaments proceed, they will be held at BCON. Claude placed an order with Vince Oddy for supplies including convention cards/scoresheets. Wiebe advised we have about 5000 in stock. Claude to cancel this part of the order.	Claude
6 Review Budget for 2020 in light of Covid 19	Refer to Appendix 1	Kathy
7 Website Update	<ul style="list-style-type: none"> • Paid \$175 for 2 year upgrade to remove ads. • Thanks to Claude for his input in web design • Current bylaws as approved at 2018 AGM have been signed & uploaded • Wiebe advised that D2 will no longer have their own website. The Unit has been asked to post D2 updates on our website. • Next steps: 1.) Photos & bios of BODs, 2.) Search engine optimization 	Dena & Claude
8 Status of Preparation for our AGM	Refer to Appendix 4 <ul style="list-style-type: none"> • Claude to direct AGM Unit Championship Game. • Wiebe to take member attendance. • Muriel to adjust dinner pax to 100. Two large celebration cakes to be ordered from Costco • Winners from District 2 will be presented with certificates 	Muriel Kathy
9 Other Business		
a) Support for our clubs	The Unit agreed to pay for the clubs use of Zoom to hold meetings. Moved by Muriel, 2nd by Chandi.	
b) Reword Bylaws in light of passing of Elinor Grill	Proposed bylaw changes include increasing BODs from 7-9. Change wording such that BOD's remain at 9 and must include a representative from each club in the Unit.	Muriel
c) Status of Camelot Club	April 23, Update from Chandi: Connie McNally, associate of Elinor Grill has confirmed that the Camelot Bridge Club has been dissolved. A written notification will be sent to the President of BCON.	Chandi
b) Pianola contract	The Unit will ask BCON and NOTL to email their members all notifications exclusive to Unit 255. Pianola will be used only for tournaments notifications which require distribution beyond the Unit members.	
c) Insurance for Tournaments	Not required until storage facilities have been secured.	
10 Next Meeting	One week after isolation restrictions have been lifted, or before July 1st.	

Appendix 1

		Niagara Area Bridge League, Unit 255			
		January to December 2020			
Revenue			2020 Actuals		2020 Budget
	ACBL Membership		\$567.94		\$2,000
	STAC				
		May-2020			
		October-2020			\$600
	Sub-Total		\$-		\$600
	Tournaments				
		February-2019	\$1,891.06		\$2,000
		June-2019			
		August-2019			\$1,500
		November-2019			\$3,000
	Sub-Total		\$1,891.06		\$6,500
	Other				
		Holliswealth Sponsorship			
		Rentals			
	Total Revenue		\$2,459.00		\$9,100
Expenses					
	Administration				\$300
	Bank Charge		\$3.90		\$75
	Equipment (tables)				\$700
	Tournament Equipment		\$1,614.07		\$2,000
	Expendable Supplies		\$2,412.71		\$2,000
	Kibitzer		\$99.53		\$400
	Education				\$1,500
	Storage				\$600
	Special Games				
		AGM			\$400
		Erin Berry			\$250
		Helen Shields			
		Sub-total	\$-		\$650
	Insurance				\$200
	Website		\$382.26		\$400
	Other				\$200
	Sub-total		\$-		
	Total Expenses		\$4,512.47		\$9,025
	Profit (Loss)		-\$2,053.47		\$75
	Bank Account Opening Balance	\$30,072.18			
	Profit (Loss)	-2053.47			
	Closing Bank Balance	\$28,018.71			

Unit 255 Tournament Chair Report April 20th, 2020

Appendix 3

Unit 255 Tournament Schedule

Several tournaments have been cancelled as a result of Covid-19.

Discussions with CBF: We have not heard anything about any CBF tournaments. We can assume that they are affected similarly to other tournaments with Covid-19. **Reminder** about CBF agreement to compensate the loss of revenue from the bridge clubs by paying \$1/table. In addition, we agreed to charge \$3 for 2 days, \$4 for 3 days, \$5 for 4 days and \$6 for 5 days for our tables only and \$3/table for our bridgemates and bid boxes. **Request to negotiate the \$3/table downward.**

Budget for Tournament

The Chair and I have reviewed the budget for the November tournament and updated the numbers.

Stratification of our Tournament

I will work with each Tournament chair to ensure we apply the right stratification for the tournament.

Equipment

We have to decide if we want our electronic clocks be on loan to other Units. If so, how to charge for them?

We had a request from David Dennis (Unit 249) to provide 150 tables for their tournament. **That tournament was cancelled.**

We still need to identify a manager to look after our equipment as well as facilities for store the Unit's physical assets. After looking into the cost, it appears that we may need a regular storage (6X10) for the tables which does not require climate control. It will also require the purchase of the proper industrial shelves for the tables to ensure the tables are not excessively stacked. The rest of the equipment will require climate control storage (5X7). By separating the tables from the rest of the equipment it will be much cheaper to have 2 smaller units than a large climate controlled one. We will need to buy a proper dolly to carry our equipment from storage to play areas.

I have printed 4 additional sets of table mats (19 to 30) to accommodate web movements. I also laminated all the letters of the alphabet to identify where the results are posted as well as signage for KO and Swiss.

We have purchased an additional 10 sets of boards with cases and cards. We also bought 2 cases each (10,000) of matchpoint and team convention cards. **We have an outstanding invoice for Vince Oddy of \$3,532.15.** We need to pick-up the above-mentioned equipment from Vince. All other purchases identified at our last meeting has been put on hold until needed.

We are current and up to date with all our forms.

Tournaments

We have cancelled our June Tournament. **We should discuss our August tournament as to holding it or not and if so where.**

Unit 255 AGM Plan

1:00 pm - Unit Club Championship Game

- Stratified
- Triple masterpoint awards

4:30 pm - AGM starts

- Update on our previous year
- 2019 Financial report
- Budget for 2020
- Awards
- Update By-Laws

5:30 pm - Dinner

- \$10 - game and dinner for **ACBL members** who attend the AGM
- Game Only - \$9
- Dinner Only \$20

Dinner

Cash bar open before meeting starts (\$2.50 for beer or glass of wine)
coffee, soft drinks free
Chips and other snack food available during meeting

Food is served to everyone – need 4 servers

Lasagna (meat and vegetarian)	2 PS (serves 70)	\$250
Salad (Caesar and garden)	2 PS (serves 70)	\$100
Dessert: Celebration cake	2 large (serves 80)	\$100

Paper plates, plastic utensils, paper napkins \$100

Need a team to clear tables and set up in small groups with party linen before meeting starts
Tables must be put back in place after dinner

Antipastos Pricing

PS serves 25 to 35 people

PSD serves 50 people

Salads

All salads come with your choice of dressing. House, Ranch, Greek, Caesar, French, Italian or Blue Cheese

Italian Garden

Romaine, iceberg, tomatoes, onion, cucumbers, carrots and radicchio.

\$
4P, \$16.99
FS, \$22.99
PS, \$41.99
PSD, \$53.49

Caesar

Romaine, bacon, croutons and Parmesan cheese.

\$
4P \$18.99
FS, \$25.99
PS, \$47.99
PSD, \$59.49

Pasta

Lasagna (Meat, Cheese and Meat (no ricotta) Four Cheese, Vegetable or Spinach)

\$
4P, \$31.49
FS, \$50.99
PS, \$101.99

Lasagna (Meat, Cheese, Spinach)

\$
4P, \$39.99
FS, \$51.99
PS, \$106.99