



Minutes of the Board of Director's Meeting

Monday, January 22, 2018, 5:00 pm

Bridge Centre of Niagara

Present: Muriel Tremblay, Elinor Grill, Wiebe Hoogland, Chris Loat, Lucy McEwen, Kathy Morrison, Chandi Jayawardena

In Attendance: Paul Cronin, John Mackay, Claude Tremblay

#	Item	Action
1	<p>Welcome and Call to Order</p> <p>Muriel made the welcome and mentioned that the key focus of today's meeting is planning. In order to maintain continuity within the Unit 255 Board, it was decided that the terms of current directors will be as follows:</p> <ul style="list-style-type: none"> • Chris Loat and Kathy Morrison will serve on the Board for the normal term of 2 years until May 2020. • Muriel Tremblay and Chandi Jayawardena will serve the Board for 3 years until May 2021. • Terms of Elinor Grill, Wiebe Hoogland and Lucy McEwen will be at the discretion of the Boards of respective clubs they represent. 	
2	<p>Review and Approval of Agenda</p> <p>Moved by Chris and seconded by Kathy that the agenda be approved. All in favour. Approved.</p>	
3	<p>Review and Approval of Minutes from the First Meeting</p> <p>Moved by Kathy and seconded by Lucy that the minutes of the January 10, 2018 meeting be accepted. Carried.</p>	
4	<p>President's Report</p> <p>During the last two weeks Muriel has communicated with the District 2 President and Administrator, all of the Unit Presidents within District 2, all of the District 2 representatives, Paul Janicki, Jonathan Steinberg, the CBF Zone III and CBF Zone IV representatives and David Halasi.</p>	
5	<p>Treasurer's Report</p> <ul style="list-style-type: none"> • Chris will transfer \$946.98 from NDBA to Unit 255 once bank account is open. Meeting scheduled this Wednesday with the BOM to open account. • Regarding the certificate of charter for Unit 255, need to follow up with ACBL. • Follow up will be done with ACBL regarding outstanding check. • Tally of all financial commitments so that we don't commit to spend more money than we have. Budget to be prepared and distributed prior to next Board meeting. 	<p>Chris, Muriel, Kathy & Chandi Kathy Kathy Chris</p>

6	<p>Reports from Committee Chairs</p> <ul style="list-style-type: none"> • Incorporation <ul style="list-style-type: none"> ○ Application for incorporation completed at a cost of \$255 and expected to be finalized within a week. ○ “Niagara Area Unit 255” is suggested as the name of the corporation. ○ Once incorporated, the original documents to be handed over to the Secretary of Unit 255. • Membership Chair <ul style="list-style-type: none"> ○ We have 394 paid ACBL members in Niagara Area. ○ Kathy will continue to contact members who play in our clubs to see if they will transfer their membership to Unit 255. • Tournament Chair <ul style="list-style-type: none"> ○ Currently clarifying the role and studying the full list of different types of tournaments up to 2020, and potential changes (i.e. a new fall sectional instead of Niagara Falls Regional). Wiebe feels strongly that Unit 166 cannot take such decisions without the approval of District 2. The Board approved Claude to raise this issue during his negotiations with Unit 166. ○ CBF requested our support for the CBF Regional Tournament in St. Catharines in September 2018. ○ 64th Niagara District Sectional Tournament budget and plan was approved - the target is to make a net profit of \$1,706.45. • Education Chair <ul style="list-style-type: none"> ○ The Board approved \$165.11 for printed material for the “Tournament Preparations” workshop. ○ Communicated with Ed Hills about his request for financial support from Unit 255 for conducting a Bridge tournament in 2018 spring for students of 5 schools in the Niagara District Public School Board. His request is for \$1,200 and the Board will decide on a per student rate and a maximum limit, at the next meeting. ○ Sponsorship for the BCON’s Bridge Education Pathway Program at \$5 towards text books per student was tabled for future meeting. Assuming that there would be an average of 35 students per course, this will total to a maximum of \$1,225 per year (\$5 X 35 students X 7 courses). ○ Summary prepared after communicating with leads on Bridge educational initiatives in Niagara Area will be posted on Unit website. • I/N Co-ordinator <ul style="list-style-type: none"> ○ Will work closely with the Education Chair, to promote events and encourage our new members to become ACBL members. ○ Will form a committee of four or five persons from all of our clubs. ○ Lucy will serve as tournament chair for the I/N sectional tournament this summer with Claude’s and Weibe’s assistance. ○ Lucy will coordinate the Helen Shields Rookie Master tournament on April 17, 2018, \$300 was approved for refreshments. Sign-up sheets will be placed at all 3 clubs. 	<p>John & Chandi</p> <p>Kathy</p> <p>Claude</p> <p>Claude</p> <p>Wiebe</p> <p>Tabled</p> <p>Tabled</p> <p>Chandi</p> <p>Chandi & Kathy</p> <p>Lucy</p> <p>Lucy</p> <p>Lucy</p> <p>Lucy</p>
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	<ul style="list-style-type: none"> ● Website <ul style="list-style-type: none"> ○ Kathy has published our Unit website with help from Janet Glazebrook and Muriel (check www.Unit255.com) at a total cost of \$156 for domain name and use of WIX.Com web development software. ○ It was decided to include photographs of the Board Directors in the website. Unit 255 masterpoint race results for 2017 are now displayed on the unit website. ● Publicity <ul style="list-style-type: none"> ○ Board announcement poster and logo for the Unit were done by Jerry Smee. ○ Arranged some publicity by including Unit’s logo on the posters and booklet covers of the “Tournament Preparations” workshop. ○ Negotiated with Ed Hills to include Unit 255 logo in 130 event t-shirts or caps and 130 event certificates for the forthcoming School Bridge Tournament (subject to the level of Unit’s sponsorship). ○ ACBL Unit 116 appear to be interested in collaborating with our Unit 255 after cross-exposure for both Boards to learn from each other’s best practices. Board of Unit 255 likes the idea and need more information to decide. ● Negotiator <ul style="list-style-type: none"> ○ Claude is in the process of negotiating a % of the Unit 166 assets. It is based on the number of Unit 255 members/the number of Unit 166 members prior to our departure. He will be discussing the various items verbally and by email prior to the final negotiation on February 11 during the Niagara District sectional tournament in St. Catharines. ○ Wiebe to arrange a room for Claude and David to meet at the Hotel on the 11. 	<p>Kathy & BOD/CC</p> <p>Tabled</p> <p>Tabled</p> <p>Claude</p> <p>Wiebe</p>
7	<p>Reports as Appropriate</p> <ul style="list-style-type: none"> ● District 2 Representatives <ul style="list-style-type: none"> ○ Wiebe informed that based on current criteria for unit representation in the ACBL District 2, 2 representatives from Unit 255 may not have voting rights, unless the by-law of District 2 is amended. Muriel will follow up with Flo Belford. ● Recorder <ul style="list-style-type: none"> ○ Nothing to report. ● Disciplinary Chair <ul style="list-style-type: none"> ○ No issues at the moment. ○ Clubs should deal with usual items and Paul and Chris should only deal at unit level broader issues (i.e. cheating at tournaments). ○ Paul circulated a process map and explained. 	<p>Muriel</p>
8	<p>Review and Approve By-Law</p> <ul style="list-style-type: none"> ● Moved by Kathy and seconded by Chris that the amended By-Law be approved by the Board. All in favour. Approved. ● Muriel will e-mail the approved version to the Directors. ● The Webmaster will post it on the website. ● The Secretary will keep the hard copy in the official folder. 	<p>Muriel Kathy Chandi</p>

	<ul style="list-style-type: none"> • Date of the By-Law will be same as the date of incorporation. • By-Law has to be ratified by the membership during the first annual general meeting on March 3, 2018. 	Muriel Muriel
9	Annual General Meeting Plan Will be held on March 3, 2018 at 4:30 pm at BCON. Agenda was finalized. Notice will be posted on the websites of the unit and 3 clubs.	Elinor, Muriel & Chandi
10	Food and Budget A per person budget of \$5 for food was approved for the post AGM social on March 3. Lucy will plan the menu accordingly.	Lucy
11	Other Business <ul style="list-style-type: none"> • Unit Logo - Moved by Kathy and seconded by Chris that the logo created by Jerry Smee be approved by the Board. All in favour. Approved. • Supplies to Clubs - Elinor checked if the Unit would continue the NDBA practice of arranging free supplies to clubs. Will be decided at the next meeting. • Participation with Kibitzer - Will be negotiated. • Seed Money from Clubs - \$1,000 per club was suggested. Elinor informed that CBC is unable to contribute. BCON & NOTL DBC will be requested. 	Tabled Claude Muriel & Chandi
	Next Meeting Will be held at BCON on Monday, February 26 , 2018 at 5:00 pm.	
	Adjournment - At 7:00 pm.	