



Minutes of the Board of Director's Meeting

Wednesday, March 13, 2019, 4:30 pm

Bridge Centre of Niagara

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

In Attendance: Claude Tremblay, Paul Cronin, John Mackay, Lorna Johnson

#	Item	Action
1	Welcome and Call to Order Muriel made the welcome and called the meeting to order at 4:35 pm.	
2	Review and Approval of Agenda Moved by Kathy and seconded by Lucy that the agenda be approved. All in favour. Approved.	
3	Review & Approval of Minutes from the Board Meeting on January 21, 2019 Moved by Chris and seconded by Muriel that the minutes be approved. All in favour. Approved. Kathy will post the final version from Chandi with minor fine-tuning (i.e. Fall Regional with 2 Co-Chairs) on the Unit website. a) Action arising – This year, Claude will look after the duties of Storage & Equipment Manager, but the Unit will need to find another member for this role from next year (2020/21).	Kathy Claude
4	Treasurer's 2018 Financial Year End Report Chris was requested to include more supporting details. Figures to be synchronized with financial reports from unit tournaments. Revised report to be submitted to the Board for approval, ASAP.	Chris
5	Planning & Budget (2019) a) Tournaments i) Financial Report for February Sectional – Wiebe reported a loss of (owing to bad weather) \$2,791.11 in 2018 & a profit of \$1,816.85 in 2019. ii) Budget for 0-750 Sectional Tournament (2019 May/June) – Muriel has projected a profit of \$1,990.31. iii) Budget for I/N Tournament (August) – Lucy reported a profit of \$1,185.45 in 2018 & a projected profit of \$2,200 in 2019. iv) Budget for Regional Tournament (November) – Lorna & Kathy reported a profit of \$5,263.50 for the November Sectional in 2018 & have projected a profit of \$14,751.98 for the November Regional in 2019. v) STAC income – Claude projected a profit of \$1,000.	

	<p>vi) Tournament Supplies – Claude projected a cost of \$1,000 for expendables supplies.</p> <p>b) I/N Co-ordinator budget/plans</p> <p>i) Helen Shields Rookie Master April 2019 – Lucy projected an expense of \$100.</p> <p>ii) Erin Berry Rookie Master October 2019 – Lucy did not project an expense.</p> <p>c) Membership Income</p> <p>i) ACBL membership fees – Kathy projected an income of \$1,800 for 2019.</p> <p>d) Expenses</p> <p>i) Education – Chandi reported a total expense of \$1,413 for educational activities in 2018 & presented a budget of \$2,500 for 2019, which was approved by the Board.</p> <p>ii) Administration expenses – Chandi reported zero expenses for 2018.</p> <p>iii) Website expenses – Kathy projected an expense of \$100 for 2019.</p> <p>iv) Publicity/Promotion – Wiebe projected an expense of \$355 for Kibitzer in 2019.</p> <p>v) AGM budget – The Board approved an expense of \$400.</p>	Chris
6	<p>Preparation for AGM (April 6th 2019)</p> <p>a) Agenda – Finalized.</p> <p>b) Minutes – Finalized.</p> <p>c) Financial Report – Has to be finalized ASAP.</p> <p>d) 2019 Budget – Has to be finalized ASAP.</p> <p>e) Promotion/signup sheets – Will be done as planned.</p> <p>f) Catering – Will be done as planned.</p>	<p>Muriel</p> <p>Chandi</p> <p>Chris & John</p> <p>Chris</p> <p>Kathy</p> <p>Lorna</p>
7	<p>District 2</p> <p>Based on previous communication, Wiebe proposed a motion:</p> <p><i>“to have the Regionals approved for a window of 8-10 years ahead so that the Units can strengthen their negotiating position and secure the playing venue that we need. This will result in significant benefit our Unit’s financial success and to the players attending the Tournaments from out of town.”</i></p> <p>It was agreed that Claude will do minor fine-tuning & will submit to District 2 Board.</p>	Wiebe & Claude
8	<p>Other Business</p> <p>a) Kathy is getting input from Kyle (Lorna’s nephew) to upgrade the website.</p> <p>b) Paul reported that area of discipline is extremely quiet, which is good news.</p>	Kathy
	<p>Next Meeting</p> <p>Will be held at BCON on Monday, June 3, 2019 at 4:30 pm.</p>	Muriel
	<p>Adjournment at 7:00 pm</p>	