

Subject to Board Approval

ACBL Unit 246

Board Meeting Minutes
2nd Regular Scheduled Board Meeting of 2010
May 8, 2010
Held at: Angus Glen Golf Course, Markham, Ontario.

Opening:

The regular meeting of the Unit 246 Board was called to order at 9:30 a.m. on May 8, 2010, chaired by Don Lough.

Present:

Board Members Present: Don Lough, David Hamer, Linda Lord, Rob Hanly, Helen Johnston, Bing Wong, Nick Wong.

Absent: David Cohen, Ian Coats, Graham Warren

A. Approval of Agenda

The agenda was reviewed and unanimously approved as distributed.

B. Approval of Minutes

The minutes of the previous meeting of January, 2010 were unanimously approved as distributed.

C. Treasurer's Report

Nick Wong presented the cash position and budget. The cash position shows a balance of \$59,014.52 as of April 16th. A review of the annual budget to April 30, 2010 shows a loss of \$8,172.83. However, the Innisfil regional held in September, 2009 was not included in the figures, the Oshawa February tournament is not included and Trenton has to be added to the list. The budget has been changed to a fiscal period, i.e., September 1st to August 31st to correlate to our financials.

Oshawa February 2010 tournament. Tournament reconciliation is still not done.
Graham to supply final summary and receipts to Nick.

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Signing authority. It was agreed that a more formal signing authority shall be put into place once the new bank accounts are opened under the corporation of TVBC. The signing authority shall be as follows:

Treasurer alone	\$1 to \$500
2 out of 4 signatures (President, Vice President, Secretary, Treasurer)	\$501 to \$1,000
President and Treasurer	\$1,001 to \$5,000
Board Approval	\$5,001 +

D. Membership Chair Report

Dave Hamer presented that the current membership is up to 1,336. The monthly reports are not available for the last 2 months. David will investigate where they are (perhaps because of the ACBL headquarters move).

Unit policy of reimbursing ½ of 2nd year of ACBL membership. David Hamer will investigate with the ACBL whether there is an easy way to identify those members that qualify and, if so, just send the \$20 rebate directly to the member without the member having to officially ask in writing.

David Hamer would like to leave the membership post as of November, 2010.

E. Tournament Chair Report

In Graham's absence, Don reported that Unit 246 gave a one-time sanction to Hazel's Club for a sectional.

Regional sanctions for the Unit. We have 2011, 2014 and 2016. From the last District Board meeting, we may be added for 2012 and 2015. This would need confirmation from the Tournament Coordinator for the District. Graham to follow up.

F. Education Chair Report

Position not filled.

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New Business:

1) E-Mail agreements.

The board agreed by e-mail, the following two points:

- a) GNT subsidy for Richard Chan and Mike Xue, Flight X. Irfan Ashraf, Saad and Diana Daahdough for Flight B. Approved \$250 subsidy for each based upon each playing in their respective team game at the 2010 Summer Nationals.
- b) Boards and cards loaned to the CBF for Canadian Nationals at no charge. The CBF is responsible for the cost of pick-up and delivery of the boards and any lost or broken boards.

- 2) Innisfil 2009 Regional. Even though receipts are missing from the ones supplied to Nick, it was felt by the Board that the receipts would have been available when Joan Richards prepared the financial summary. The figures were reviewed in detail with the Director's statements and reasonability for all other expenses. The board agreed to accept that the additional receipts went missing between Joan preparing the financials and Tom remitting the receipts as the expenses claimed were reasonable. Therefore, the Board has agreed to accept the financials as prepared by Joan Richards. A cheque will be written to Tom in the amount of \$190.12 being the amount overpaid to the Unit by Tom.

It was unanimously agreed to pay Tom Kinnear the agreed upon honorarium of \$1,500.00

The board agreed to recognize Joan Richardson's efforts in completing the financials with flowers and a monetary token of our appreciation.

- 3) Humanitarian Award. Rob prepared a format for the Humanitarian award. This was passed on to Linda Lord as the Charity Chair to implement. In forming a committee of 3 people from the board to put this into action, Bing Wong has volunteered to be part of this committee.
- 4) Adventures In Duplicate. All booklets have been distributed. Only the Ajax Club has paid their portion. David Cohen to follow up with the other clubs for their contribution back to the Unit.
- 5) Incorporation of Unit. Nick advised that the final stages of incorporation were in the process and was expecting to receive the final papers shortly.

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Don applauded Nick and Bing for their work on getting this incorporation finalized.

- 6) 2011 Regional. Linda Lord as the Regional Tournament Chair gave examples of various sites at which to have the next regional. The Board agreed to go with the Holiday Inn in Markham (the same site as the Canadian Nationals this year). The cost of the site playing area with the hospitality suite will be \$9,000 with a 300 night guarantee of rooms. The Board agreed to this.
- 7) Barrie for Sectional. With the move of the regional down to Markham for next year, Graham is being asked to look into a sectional for Barrie.
- 8) Honorariums' for tournaments. Linda presented a partially completed spread sheet of honourariums paid by other units in our District. Our honorariums are the same as other units. Linda will present a final version for the next meeting.
- 9) Auditor honorarium. Motioned by Nick and seconded by Bing that our Auditor be paid \$600 effective the 2011 year. Nick will send a note to Gary.
- 10) Working Capital. It was motioned by Helen and seconded by Rob that the Unit keep a \$40,000 working capital available at any time. Any funds over this amount are considered surplus funds. Motion was passed with 3 votes in favour and 3 abstaining.
- 11) Surplus Funds for distribution. We will look at ways to distribute the surplus funds at the next board meeting.
- 12) 299ers. David Cohen has found a venue at the Bayview Club for a potential 299er's one-day tournament. David is being asked to investigate a Fall 2010 tournament.
- 13) Free coupons for tournaments issued a couple of years ago by board members. Rob will check with David Cohen on any coupons that may be outstanding. We don't know where we are at with this prior policy and it requires resolving.
- 14) David Hamer to look at producing an on-line coupon for new members. A format and procedure to be presented at the next board meeting.
- 15) Director's fees. Paul advised that the directors did receive an 8% increase in fees. The travel time issue has not yet been resolved.
- 16) Insurance. Paul commented that any threat of legal action should be reported immediately to him. Volunteers at tournaments are covered.
- 17) Purchase \$10,000 US as a hedge against the fluctuation in exchange rates. The board has agreed that when the new bank accounts are opened, a US account shall be opened and when the exchange rate is around .99 or better, we shall purchase \$10,000 US to be kept as a hedge against the Regional director's fees that are in US \$.

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- 18) Extra hospitality for sectional tournaments. It was agreed that a budget for extra hospitality will be \$400. The Hospitality Chair will co-ordinate with any tournament manager that wishes to utilize the extra hospitality in bringing in home-made food for the benefit of the players at the tournament. This is not for outside catering.
- 19) It is with regret that the Board accepts Tom Kinnear's resignation from the Board. Don thanked Tom for all his years of excellent service to the Unit in various areas, and especially as the Regional tournament chair. We shall miss his wry sense of humour at our meetings.
- 20) Kibitzer on line. Rob brought to the Board's attention that the Kibitzer is now on line. There was a brief discussion on the merits of continuing with home distribution of the Kibitzer and it was left that we would address this issue at another time as circumstances dictate.
- 21) In order to recruit new board members, a Nominating committee has been established with Don Lough, Rob Hanly and Bing Wong.
- 22) Website. Defer to next meeting.
- 23) Sponsors for Regional's. Deferred to next meeting.

Adjournment and Next Meeting:

Meeting was adjourned at 2:15 p.m.

The next meeting of the Board will be Saturday, August 7th, 2010 to be held at a venue to be established. The meeting will be from 9:30 to 2:00 p.m.