

Board of Directors Meeting Minutes
August 14, 2016

ATTENDEES: Ron Kral, President
Ann Atcheson, Treasurer
Donna Hickling, Secretary
Jim Gerding, Board Member
Francesca Mazarella, Board Member
Susan Miskura, Board Member
Kevin O'Brien, Board Member
Lucy McCoy, Newsletter Chair
Livingston Johnson, Unit Game Director
Adam Gann, Youth Advisor

Unable to attend: Leo Cardillo, David Lindley

CALL TO ORDER: The President called the July 2016 meeting of the Board of Directors to order at 11:05 a.m. on August 14, 2016 at the Beth El Temple in Alexandria, VA.

Secretary's Report

The minutes from the July meeting were reviewed and approved unanimously.

Treasurer's Report

The Board reviewed the financial statements from Ann, which detailed profit and loss since the beginning of the calendar year, set forth budgeted to actual expenditures, and compared the balance sheet for assets and liabilities with that of the prior year. The NVBA's current financial status is better than it was last year at this time and better than budgeted. The Sectional financial outlook has improved now that it can be staffed by local directors and additional logistical costs do not need to be incurred.

Ann will establish a separate accounting number to track costs and revenue associated with the new 0-20 Newcomer game. Although the costs in excess of revenue are part of marketing, they need to be closely monitored.

0-20 Newcomer Game

The Newcomer game attracted 39 discrete players in its first two weeks, for a total of 6.5 tables each session.

Donna mentioned that the Bridge Meet-up group has over 260 members. She will contact the leader to let him know about the Newcomer game and ask him to encourage any of his member who are interested in playing duplicate bridge to attend.

The Board discussed a potential problem with space allocation on Sectional Thursdays. On non-sectional Thursdays, the 199er game has been moved to the "big" room allowing the Newcomer game to be held in the "little" room. On Sectional Thursdays, the 199ers play a Swiss Team game that cannot be held in the "big" room with the A/X and B/C/D

pairs games and must be held in the “little” room; however, the Newcomer game participants may ask for playing help from the Director, creating a potential disruption in if they play in the “big” room. The Board voted unanimously that the Newcomer game will be held in the “big” room on Sectional Thursdays, deciding that the disruption would not be that much greater than the normal noise accompanying any game.

The Board also discussed the issue of whether the Newcomer game should be part of the remaining 2016 Sectionals, identifying the following options:

- Include it in the Sectional, which entails effort in changing the marketing materials
- Run it at the same time as the Sectional as a regular game awarding black points, which requires keeping the financials and the game files separate
- Do not hold it on during the Sectional.

The Board vote unanimously that the Newcomer game should be held concurrently with the Sectional, but not be part of it for the remaining 2016 Sectionals. The Board agreed to postpone the decision regarding 2017 Sectionals. Ron will discuss the issue with Margot Hennings and the new Sectional Director-in-Charge.

District 6 Goodwill Nominations and Voting

Ron has received quite a few nominations for the two positions that NVBA can elect to the District 6 Goodwill Committee. He will send out an email to solicit Board Member votes; each Board Member will have four votes to allocate among the candidates. The results of the election will be announced at the Norfolk Regional.

Margot’s Email Concerning Sectionals

The difficulties in staffing the Sectional tournaments have been resolved. A new Director-in-Charge has been appointed and appropriate staff assignments have been made. As stated above, the Unit will no longer have to bring in directors from outside the local area.

Recommendations to Improve Unit Game Attendance

The Board had a free ranging discussion of several of the options to improve Unit Game attendance that Susan presented.

The Board agreed that Unit Game has become more efficient, starting on time and more likely to end on time. We decided not to change the actual start time.

The NVBA has a program that grants a free play to anyone bringing a new person to the Unit Game; both players play free. Although in the Policies and Procedures, this program needs to be publicized as few players are aware of it. Items like this should be part of a list of things to be rotated into the weekly emails sent to the membership and to the 199ers. These items will also be mentioned by Ron before the last round of the Unit Game. Francesca and David will develop the list of items for rotation.

The Board also discussed strategies to attract A/X players. Some ideas included highlighting unique bidding, declarer, or defense strategies. It was also suggested that they might enjoy a ladder that highlighted their movement through the higher ranks. Ron will donate an easel and Francesca will purchase a white board with dry erase markers to display their progress at the Unit Game. Also, an A/X player could be chosen as the expert of the week to speak at the 199er game.

The Board also discussed the feasibility of matching players needing a ride to those willing to provide one. Kevin had distributed a prototype of a Google form for this purpose and others, such as asking for a partner. Adam agreed to simplify the form for use only by players requesting a ride. Identifying the person willing to provide the ride can be more easily accomplished informally on a case-by-case basis by the person with the responsibility for coordinating ride requests. Adam agreed to begin this coordination.

In a discussion on ensuring back-ups when the Unit Game director cannot officiate, the Board agreed that it is the responsibility of the director to provide his own backup.

The Board also discussed the success of the new hospitality committee; the food has been good and the Board does not have to solicit volunteers each week. Francesca will remind them to stay within the \$80 budget. If that budget is not realistic, the Board will consider increasing it.

The Board also discussed the viability of holding special games, agreeing that the Halloween game was popular and that publicity for it should start now. We also agree that it is not feasible to hold more than one LM/NLM game a year.

We also discussed reviving “Dollar Days” which was used in the 199er game last January and February to boost attendance. The Board will consider this incentive in the Fall after assessing the status of the 199er game. The Board also talked about awarding either a free or \$1 play to players moving up for the first time to the B/C/D or A/X game.

Dedicated Bridge Center

Francesca raised the subject of involving local business people in funding a dedicated bridge center. This opportunity might appeal to business owners for whom bridge players are a target market. For a service business, the business owner might even find it attractive to staff a small team in the Center itself, close to potential clients. She has already approached one local businessman and plans to approach others.

NEXT MEETING AND ADJOURNMENT: The next NVBA Board meeting will be held at 11:00 am on September 18, 2016 at the Beth El in Alexandria, VA. The meeting adjourned at 12:55 pm.

Action Items

Item No.	Date	Item	Assignee	Status
1	6/7/2015	Post 199er lecture materials on the Web site	Ron	Kevin sent the materials to Ron, who will place

				them on the web site in April
2	6/9/2015	Print, read, and edit first 10 pages of NVBA Policies and Procedures	All	On hold
7	9/13/2015	Solicit NVBA volunteers and contact other organizations to identify potential caddies.	Joe, Ron	Ongoing. Joe will request Yuen deAnda's help after the Longest Day has been completed. Ron will ask for volunteers after his 199er lecture and at the annual meeting.
10	9/13/2015	Identify a new caddy master	Leo	Open; See item 7
11	9/13/2015	Review Board Member position descriptions	Ron, Susan, Lucy	Review and revise the descriptions. When their revisions are complete, they will provide their results to Howard and Kevin for review and revision.
18	10/4/2015	Draft standard contract for directors that hold their own Sectional games	Margot	Open; Will be completed after NABC
27	12/20/2015	Solicit letters of intent from Club owners	Leo, Francesca	On hold pending completion of dedicated bridge center negotiations
36	1/31/2016	Track and aggregate table count data	Leo	Open
42	2/28/2016	Produce Ace of Clubs certificates	Donna	Complete
49	2/28/2016	Develop formal report for 199er survey	Kevin	Open
55	3/20/2016	Discuss NVBA/WBL relations	Ron, Leo	Complete
56	4/24/2016	Develop suggestions to increase Unit Game attendance	Susan	Complete
57	4/24/2016	Provide bullet on recognition program for 199er flyer	Francesca	Complete
58	4/24/2016	Send draft minutes from last annual meeting to Ron	Donna	Complete
59	4/24/2016	Review NVBA tax return by April 27	Leo	Complete
60	4/24/2016	Send mass email to last year's LM/NLM participants encouraging them to participate this year	Joe	Complete
61	4/24/2016	Ask Steve Robinson to publicize	Joe	Complete

		the LM/NLM game in his weekly newsletters		
62	4/24/2016	Find a volunteer to take minutes at the next Board Meeting	Ron	Complete
63	5/15/2016	Update the list of recommended actions to increase Unit Game attendance	Susan	Complete
65	5/15/2016	Identify volunteers to work at NABC		Complete
66	5/15/2016	Identify additional recommendations for increasing Unit Game attendance	All	Ongoing
67	6/19/2016	Get the list of teachers in NVBA-land updated, and the NVBA information page for LBIAD? sent to Ron, Margot, and Lucy in editable (non-PDF) format. Also to be sent to Ellen Cherniavsky (WBL President) and Ron Conlon (MBA President) as gentle reminders to do the same for their units	Kevin	Complete
68	6/19/2016	Prepare the NABC Flier inviting 0-20 players to NVBA events and teachers, and the mailing to NVBA's 0-20 membership inviting these players to NABC and NVBA events and teachers	Kevin, Susan, David	Complete
69	6/19/2016	Make appropriate inquiries of Beth El about available space if and when needed for 0-20 Section so we receive an answer in time to prepare for the Sept 8 Unit Game	Leo	Closed
70	7/17/2016	Cancel NVBA phone. Phone needs to be located and alternative system put in place.	Ann	Open
71	7/17/2016	Send introduction about Newcomer Game to David	Kevin	Complete
72	7/17/2016	Determine if Leo can staff Sectional partnership desk on Thursdays and Fridays	Ron	Complete
73	7/17/2016	Develop memo to NVBA members to solicit their help in establishing a dedicated Bridge	Francesca	Complete

		Center		
74	7/17/2016	Investigate Yuen deAnda's proposal to support the Key Center school	Jim	Open
75	8/14/2016	Ask for extra tables for the Unit Game	Leo	
76	8/14/2016	Implement the new system for the NVBA phone	Joe	
77	8/14/2016	Discuss status of Newcomer game at Sectionals with Margot Hennings and new Director-in-Charge	Ron	
78	8/14/2016	Remind hospitality committee to stay within budget	Francesca	
79	8/14/2016	Develop list of items to be rotated into weekly emails	Francesca, David	
80	8/14/2016	Develop "ride request" form and begin ride coordination	Adam	
81	8/14/2016	Begin to publicize Halloween game	David	
82	8/14/2016	Continue to identify and approach potential donors for the Dedicated Bridge Center	Francesca	
83	8/14/2016	Contact leader of bridge meet-up to ask him to encourage meet-up members to join the newcomer game (or any other section of the Unit Game)	Donna	
84	8/14/2016	Donate an easel to display the A/X players movement through the ACBL ranks	Ron	
85	8/14/2016	Purchase a white board and dry erase marker to display the A/X players movement through the ACBL ranks	Francesca	
86	8/14/2016	Remind Ron to add the discussion of reviving "Dollar Days" to the October or November Board Meeting Agenda		

Respectfully Submitted,

Donna Hickling, Secretary