

Northern Virginia Bridge Association
Minutes of the Board of Directors
April 9, 2007

The April 2007 NVBA Board meeting was held in the Board Room at the Springfield Golf and Country Club, thanks to SGCC member Carole Grob. Officers and Directors attending were: Leo Cardillo, Margot Hennings, Dale Dallaire, Marge Gazzola, Ron Kral, Kathryn Kiley, Carole Grob, John Mason, Paul Krueger and Newsletter Liaison Lucy McCoy. President Cardillo called the meeting to order at 7:05 p.m.

Old Business

Minutes, In-and-Out Report, QUIP Report: John made a motion that we accept the March 2007 minutes, Carole seconded and the motion carried. The Board discussed the statistics from the latest QUIP and In-and-Out Reports for Unit 218, agreeing that our Unit is probably the most volatile one within District 6.

Treasurer's Report

Treasurer Dale Dallaire presented the following financial reports to the Board:

- NVBA Profit & Loss April 2006
- NVBA Profit & Loss April 2007
- NVBA Rolling P&L April 2006 through March 2007
- NVBA YTD Comparison P&L May 2006 through March 2007
- NVBA Unit Game YTD Comparison May 2006 through March 2007
- NVBA Balance Sheet Previous Year Comparison as of March 31, 2007

Dale also handed out three other reports and color charts displaying table counts at the Unit Game and the 199er game from 5/1/06 through 4/30/07.

Margot presented three graphs from the NVBA archives. Two graphs showed NVBA Unit Game attendance and Sectional attendance from 5/1/98 through 4/13/00, and the third displayed NVBA cash on hand from 10/27/96 through 4/27/00.

Dale reported that she has renewed the Board's liability insurance and picked up bond insurance for \$70 and \$100 for personal property protection. However, now we must go back to two signatures on all Board checks because of the bond insurance, and we need a separate monthly reconciliation by a second person.

President's Report

Dave Murray Award: Leo presented the name of a candidate for the Dave Murray Award who had been suggested by club directors and others. Board members agreed that Ed Gofreed should receive the DMA this year.

Annual Meeting: Barry Sparks and Mary Mudd, Prize Chairs, are handling the trophy engraving. We will get the Dave Murray trophy from Jack Armstrong, last year's winner. Norma, Membership Secretary, will handle voting and ballots, but may need some assistance conducting the elections. Margot handed out a proposed menu for the Annual Meeting, which will be held at Beth El on May 17 this year. The estimated total cost for 140 persons will be about \$1,363. Margot may need some assistance picking up and serving the food, which will be purchased from several different sources.

NVBA Directory: Lucy McCoy, Newsletter Liaison, reported that the cost to produce 300 directories will be about \$600, or 6 cents per page. She hasn't received a quote from Eugene Schuyler yet. Last year we printed 200 directories for \$175 at Eugene's printing facility. NVBA directory data is now up-to-date.

WBL Directory and Flyer: We may not be able to have the directories available by the Annual Meeting if we wait to produce a joint directory with WBL. NVBA and WBL could exchange 10-25 copies of each unit's directory for Board members. Barbara Summers is currently producing a new version of the "Enjoy Playing Bridge....." flyer that was distributed in the Washington area last year and requested an NVBA liaison. Marge volunteered to contact Barbara and provide updated NVBA information.

Duplicating Machine/Duplicating Boards: WBL has its old duplicating machine back after repairs, and the Florida machine is now available for purchase. Carole Grob told Board members that she plans to buy a duplicating machine to use at her club games, and offered to share her machine with the Unit. Gene Schuyler is willing to run the Unit's duplicating efforts and lives near Carole. The Board discussed the issue of "perception of conflict" if someone using the duplicating machine(or a household member) also plays at games where the boards are used. Gene has also offered to dupe boards by hand for the unit game. Carole proposed that, when he can, we pay Gene \$30 per game to make the boards, Ron seconded and the motion passed. Ron pointed out that it's even more important to have boards duplicated for our Sectionals. Margot suggested that we might want to consider raising the Unit Game entry fees if we have this technology in place. There is also the possibility of paying someone to dupe NVBA boards using the WBL machine. This would cost \$12/set but there could be logistical problems. We will try to have boards duplicated for the Annual Meeting in May. Ron has contacted Baron Barclay and gotten some questions answered. The latest duplicating machine may still be 1-2 months from certification.

Redesign of Free Plays: Tournament CoChair Kathryn Kiley handed out proposed free play forms that she has developed for Sectionals and the Unit Game.

Sectional free play categories include:

- Special annual awards
- 0-5 MP players
- Guaranteed partners(GP), at Sectional and for future use
- Tournament volunteers
- Support volunteers(Webmaster,newsletter,BIL,lecturers)
- Board members(8 yearly free plays)
- District and Sectional Directors
- Director and Tournament Chair discretion free plays

Unit Game free plays include:

- Section top
- Unit game hospitality, party chairs and lecturers
- 0-5 MP players
- GPs, at game and for future use
- NVBA officers(President, Vice-President, Secretary and Treasurer)
- New member marketing - “Finder”, I/N mailings, welcome letter free plays
- Ace of Clubs award
- District and Sectional Directors
- Director discretion free plays

NVBA “Tech” Chair: Leo would like to have a Unit “Technical” Chair. At the June meeting, Paul and Ron will present a proposal for purchasing a new Unit printer and PC, also possibly a duplicating machine.

Unit Game “Point of Contact”: We also need a Unit Game “Point of Contact” to serve as a central contact at the Unit Game and handle issues that arise between directors of the open and novice games and others involved in managing the game.

I/N Program/Publicity Chair Report

Intermediate/Novice and Publicity Chair Ron Kral handed out a comprehensive document, “Rules of the Road” for the NVBA Unit Game. The NVBA Unit Game has become a complex endeavor since we’ve added the 199er and 0-5 games, and involves more support staff, both paid and volunteer, and co-ordination among these individuals. In his document, Ron lists proposed responsibilities for those involved in planning and running the Unit Game. These include:

- 199er novice game coordinator
- Novice game director
- Assistant novice game director
- Novice game speaker
- Head director
- Caddies

Caddy master
Food provider
GP coordinator
Unit Game manager
Staffing coordinator

It was agreed that we need an “ombudsman” for the Unit Game, and the “Point of Contact” position mentioned previously may fulfill this role. Marge will send Ron the current list of position descriptions so we can eliminate any duplication.

New Business

Next Board Meeting: There will be no May Board meeting because of our Annual Meeting on May 17. The next NVBA Board meeting will be held on Monday, June 11 at Paul Krueger’s home. After thanking Carole for her assistance in arranging the meeting tonight, President Cardillo adjourned the Board meeting at 9:05 p. m. An executive session followed.

Respectfully submitted,

Marjorie Gazzola, Secretary