

Northern Virginia Bridge Association
Minutes – Board Meeting
December 8, 2009

Final

The December 2009 NVBA Board Meeting was held on Tuesday December 8, 2009 at the Westwood Country Club in Vienna.

Those attending were:

Bob Boyd, President
Alan Breed, Vice President
Lynda Flanger, Treasurer
Jennifer Nisenoff, Secretary
Virginia Gibbons, Board Member
Bruce Houston, Board Member
Paul Black, Board Member
Leo Cardillo, Past President
Ron Kral, Novice Intermediate Program
Lucy McCoy, Newsletter Editor

Holiday Party Planning

Virginia reported on the progress of planning the Holiday Party.

1. Flyers have been handed out at the Unit Games and at various Club Games as well.
2. The cost of food should be in the range of \$200 - \$300 and shouldn't go over last year's budget.
3. The Board discussed the announcements that should be made at this week's Unit Game including ensuring everyone knew about the party, labeling of utensils, thanks to the people preparing main dishes, etc.
4. The two awards that will be presented were also discussed including logistics for the actual presentations, and the new trophy.

Bonuses – The Board discussed the bonuses for our directors, caddies, and the “housemen” at Beth El. The Board decided on the following: 1 week of salary to the directors; 1 week to each of the 4 main caddies for the year; and \$20 to each of the 6 Beth El housemen.

Minutes – The minutes from our November 2009 Board meeting were distributed and reviewed. Paul made a motion to approve them and Bruce seconded it. All approved.

Treasurer's Report

1. Lynda provided the Profit and Loss statements with the current and previous years' results and broken out between the Unit Game, Sectionals, and other.
 - a. The Net Income for May – November:
 - i. Sectionals: \$2747.37
 - ii. Unit Game: (\$3008.65)
 - iii. Other: (\$3291.22)
 - b. Overall we are losing \$3552.50 as compared to losing \$263.63 for the same period last year.
 - c. Factors include:
 - i. Rent Increase
 - ii. Lower attendance at the Unit Game
 - iii. Lower Sectional revenue in September as compared to last Fall's Sectional
2. Lynda also provided copies of the Balance Sheet as of November 30, 2009, and an updated Unit Game Table Count report.
3. Alan made a motion to approve the Treasurer's Report, Bruce seconded, all approved.

Old Business

1. Budget Committee
 - a. The Committee, using the actual income and expenses for FY 2008-2009 as a proposed F2010 budget, compared it to the actual income and expenses for May through November 2009. This analysis revealed a need to make adjustments to both income and expenses in order to achieve a balanced budget for FY2010.
 - b. They reported the following on the revenue side of the Income Statement:
 - i. Unit Games: Needed to adjust the unit game receipts to 20.5 tables in the open and 9 in the 199er.
 - ii. Sectionals: Actuals for last 4 sectionals were within ~\$100 of the year before so no adjustments were required
 - iii. Holiday Party: Recommended that we charge \$10 if an individual does not contribute a dish to the meal.
 - iv. LM/NLM Party: Recommended that this remain free for the LM and to charge \$7 for the NLM.
 - v. Beverage Collection: Recommended that players pay for sodas using an honor system.
 - c. For expenses, the committee reported:
 - i. Free Plays: Recommended that Free Plays would only be given for 1 winner in each section (not for N/S and E/W but for the overall winner).
 - ii. Unit Game:

1. Expenses based on 42 games in 2010: 40 at Beth El and 2 at the Presbyterian Church.
 2. Rent increased \$10 per Unit Game from 2008 to 2009 that caused it to be higher in 2008 versus 2009. There is an additional increase occurring in 2010.
 3. We were over budget on food for 2009
 4. As stated before, there is a recommendation to charge for sodas; however, water, tea and coffee will remain free.
- d. Approved changes include:
- i. Free plays would only be awarded to the overall winner in each Open section.
 - ii. For people not contributing food to the Unit Dinner, charge \$10 instead of \$5
 - iii. Charge \$.50 per can of soda at the Unit Games
 - iv. Budget of \$100 for food at each Unit Game would remain.
 - v. A recommendation to reduce the number of newsletters published each year from 4 to 3 was rejected by the Board
 - vi. Note: A report of freezing rain prompted early termination of the meeting. Several items were discussed and hastily voted upon, but subsequently the Board discovered differences about the decisions. Accordingly, the following items need to be approved again at the Board Meeting on January 26, 2010:
 1. Free Plays in the Open, A/X and B/C/D sections
 2. Entry fees for the LM/NLM Game and subsequent Free Play at a future Unit Game.
2. Everyone agreed that we would rather fix our financial situation for the Unit Game by increasing attendance versus cutting costs.
 3. Ron Kral presented some interesting statistics based on data analysis he conducted on previous attendance at Unit Games and Sectionals:
 - a. Ron presented charts that depicted the number of unique people who attended the Unit Game or Sectionals and the number of times they attended. He found the following:
 - i. Overall we had 1369 unique people attend these events
 - ii. Over 1000 of these attended less than 10 events; over 600 attended fewer than 5 times.
 - iii. For the 199er game there were 225 unique attendees. While there are handful of people who attend regularly, there are quite a few who attend once or twice and never show up again.
 - iv. He suggested that the people who are not regular attendees are one of the sets of people we needed to target to play more often.
 - v. Some of these are from outside the DC area but many are not
 - vi. Ron also shared some data on overall participation and outlined that there are about 200 people who have played in our games but are not ACBL members. Many of these are in the 199er game.
 - b. Ron also shared a list of his recommendations.

- i. Make the LM/NLM game “free” by providing participants free plays for a future game
- ii. Identify new players in our games and have a Board Member welcome them personally
- iii. For the 199er game:
 1. Introduce new attendees
 2. Give new players a free play
 3. Ensure PCONs for masterpoints won are given to non ACBL members
 4. Approach non members to join
 5. Ask players what would make them come and play more.
 6. Announce rank changes
- c. Lynda suggested a “frequent player card.”
- d. Ron, Jennifer, Virginia and Jim will meet and provide recommendations at the next meeting.
- e. Bob motioned to approve, Bruce seconded, all voted to approve.

New Business

1. Education Chair: Bob spoke to Terry Jones about this position and shared with the Board a write up on what she hoped to accomplish. The Board approved her appointment.
2. Unit Game Coordinator: The Board discussed the need for an individual to be the overall coordinator for the Unit Games. Bob shared a draft list of duties and nominated Leo who was interested in this role. The Board approved the position and Leo as the Coordinator.

Meeting Adjourned.

Bruce made a motion to adjourn our meeting and Alan seconded. All approved.

Next Meeting:

The next Board meeting will be held on January 26, 2010 at 7:00 at the Westwood Country Club in Vienna. All NVBA members are welcomed to attend. If you wish to attend, please alert Alan Breed in advance so he can ensure we have enough space in the meeting room.

Respectfully submitted,

Jennifer Nisenoff, Secretary