

Board of Directors Meeting Minutes
January 31, 2016

ATTENDEES: Ron Kral, President
Leo Cardillo, Vice President
Donna Hickling, Secretary
Kevin O'Brien, Board Member
Susan Miskura, Board Member
Joe Hertz, Board Member
Howard Stevens, Education Chair
Lucy McCoy, Newsletter Chair

Unable to attend: Francesca Mazarella, Ann Atcheson, Jim Gerding

CALL TO ORDER: The President called the January meeting of the Board of Directors to order at 11:04 a.m. on January 31, 2016 at the Beth El Hebrew Congregation in Alexandria, Virginia.

Secretary's Report

The Board reviewed the minutes from the December Board of Directors meeting and approved them unanimously. The Board also went over the status of all action items. The results of this review are reflected in the Action Item table at the end of these minutes.

Treasurer's Report

The Board reviewed the financial statements for December, 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. Unit game table count was down for 2015, as is income from the Sectional tournaments. We need to track table count and aggregate it by various dimensions. We also need to determine how much rent the club managers are currently paying. Both pieces of information are key to determining whether the NVBA can afford a dedicated bridge center.

Other Items of Business

1. Real Estate

Several of the options that the Board was considering are not feasible due to parking limitations. Although abundant parking seems to be available, the landlords will not guarantee the required number of spaces. We are meeting with a final rental option and should be close to closure one way or the other by the end of March. As part of the feasibility analysis, we need to identify how much rent club managers are currently paying.

2. 199er Survey

Kevin is revising the 199er Survey to incorporate feedback from Susan and will send it out in early February.

3. NVBA Cell Phone

See Action Items

4. Unit 218 Inventory

Shawn Stringer is tasked with allocating the equipment and supplies that formerly belonged to the MABC to the unit sectional tournaments. To complete this task, she needs

an inventory of the supplies and equipment the Unit already owns. Ron will ask Sidney Graves to perform the inventory.

5. GP+++

On a nationwide basis, bridge players have trouble finding the right partners. When they lose their existing partners, they frequently stop playing. We need an application that will match bridge players with appropriate partners.

6. NLM Sectional

Donna sent a letter to Mike Zane conveying the Board's approval of the NLM Sectional and stipulating that it be held under the auspices of Unit 147 and that it not conflict with either NVBA or WBL Thursday night Unit Games.

7. Unit Championships Giveaways

See Action Items

8. Caddy Master and Youth Advisor

The Board is still looking for candidates for these positions.

9. New Business

The Board discussed the transferability of free plays, confirming that Unit Game free plays are not transferable. We also discussed whether free plays are an effective means of increasing paid attendance, e.g., are we giving free plays to people that would pay to play anyway. Ron will ask Francesca how effective she thinks free plays and certificates of achievement are for the 199er game.

NEXT MEETING AND ADJOURNMENT: The next NVBA Board meeting will be held at 11:00 am on February 28, 2016 at the Beth El Hebrew Congregation in Alexandria, Virginia. The meeting adjourned at 12:53 p.m.

Action Items

Item No.	Date	Item	Assignee	Status
1	6/7/2015	Post 199er lecture materials on the Web site	Kevin	Open
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,	Ron	Ron did not receive a reply to the email he sent to Marilyn; he will

		including Marilyn Golias who is a member of the Elks		try again.
9	9/13/2015	Check with high school clubs to identify new caddies	Ron	Thomas Jefferson High School has a bridge club for which we periodically conduct tournaments. They may be a source of caddies.
10	9/13/2015	Identify a new caddy master	Leo	Open
11	9/13/2015	Review Board Member position descriptions	Howard, Kevin	Ron, Susan, and Lucy went through the descriptions. They will provide their results to Howard and Kevin for review and revision of the descriptions.
18	10/4/2015	Draft standard contract for directors that hold their own Sectional games	Margot	Open
21	11/8/2015	Develop proposal to reduce Unit Game free plays to 10% of receipts	Leo/Ann	Need to determine budget breakeven point; also investigate ways to reduce the number of free plays given for hospitality
27	12/20/2015	Solicit letters of intent from Club owners	Leo, Francesca	Closed
28	12/20/2015	Develop information required by real estate owners, including NVBA mission statement	Leo, Francesca	Complete
29	12/20/2015	Emphasize Unit Game special events in weekly email	David	Complete
30	12/20/2015	Identify hard data required to make recommendations to increase Unit Game attendance	Ron, Susan	
31	12/20/2015	Determine if hand records have increased attendance at I/N Sectional Swiss games	Kevin	Complete. Attendance has increased, but the cause cannot be identified
32	12/20/2015	Solicit volunteers to revise NVBA position descriptions	Ron	Complete
33	12/20/2015	Inform WBL of NVBA Unit Game price changes	Ron	Complete
34	12/20/2015	Provide information about Unit Game championships available to clubs early in the year so that they	Susan	Complete. Only two Unit Game championships are

		can be more equitably distributed		available; they have been distributed to two of the clubs that did not receive one last year. Susan will let the club managers know that no more are available
35	12/20/2015	Establish Gmail account	Joe	
36	1/31/2016	Track and aggregate table count data	Leo	
37	1/31/2016	Ask Sidney Graves to inventory the Unit's supplies and equipment	Ron	
38	1/31/2016	Determine amount of rent club managers are paying	Leo	
39	1/31/2016	Revise 199er survey and distribute	Kevin	
40	1/31/2016	Set up NVBA cell phone	Leo	

Respectfully Submitted,

Donna Hickling, Secretary