

Duplicate Bridge Association of Atlanta
Board of Directors – Meeting Minutes
August 30, 2012 – 5:45–7:00 pm
Crowne Plaza Ravinia

Present:

Ralph Folkerts, Marty Nathan, Judy Fendrick, Jack Feagin, Dick Myers, Betty Myers, Nancy Motes and Allison Milhem

Approval of Prior Minutes

The minutes from the DBAA meeting of July 5, 2012 were approved.

Treasurer's Report

Marty provided the Balance Sheet and P&L Statement through July 31, 2012. Net income from two Sectional tournaments, DBAA game and interest income was \$2,978. Total administrative and program expenses from change of rank events, education and mentoring were \$3,536, resulting in a net loss for the period of \$558.

Judy moved to approve the financial reports. Allison seconded the motion. *Motion approved.*

NABC Update

Jack thinks ACBL will approve a daytime schedule for all National events. We need to market the National events with newer players. The ACBL Board of Directors will have a conference call on September 4 to decide the schedule. Jack prefers an 8:00 pm start time for all evening sessions. ACBL staff will provide us a Regional schedule that is compatible with the National events, which we can tweak. We will be able to name the Regional events.

The Youth Nationals and World Youth Congress events will both be held during the 2013 NABC. We will be expected to include the World Youth Congress in our hospitality. Chris Compton is coordinating the World Youth Congress and may be requesting funding from a variety of sources . . . District, MABC, NABC funding.

Unit 114 Update from Nancy Motes

Nancy is soliciting and coordinating the volunteers for the NABC from local clubs.

There was a tie for Sportsperson of the Year between Priscilla Smith and Ron Torres.

Old Business

Non-Life Master (NLM) Tournaments

The discussion focused on results from the NLM tournament held August 3-5 at Ruff N Sluff in Marietta and proposed policies for future NLM events.

The August 3 NLM tournament had 52 tables, which was far below last year's count of 125. The NLM tournaments held at Ruff N Sluff in the past have been successful. Priscilla was out of town, and the tournament was coordinated by Lisa Tyre. The tournament was not well advertised in clubs and tournaments. (Priscilla has made the DBAA aware that in the past some clubs would not put out the flyers.) E-mail is also an effective means of advertising. Priscilla plans to have Lisa run next year's NLM tournament.

Action Item: We need to ensure Priscilla is advised that more marketing is needed for next year's NLM tournament at Ruff N Sluff.

Historically, DBAA has sponsored only one NLM tournament at a club (Ruff N Sluff) each year primarily because:

- We already have NLM events at our three Sectional tournaments each year.
- Macon has a NLM tournament each year.
- Clubs offer STAC games periodically that have the same awards.
- Tournaments have an adverse economic impact to clubs.
- The conflict that DBAA is a not-for-profit organization and clubs are for-profit entities.

Profit or loss for DBAA from tournaments is not generally an issue; however, if a tournament continually loses money, we would need to reconsider.

Sam Marks previously submitted a request to hold a NLM tournament November 30 – December 2 at the Bridge Club of Atlanta. The DBAA drafted a Memorandum of Understanding for this event. In July, after discussion with Sam and modifications, the DBAA approved the NLM tournament to be held at Bridge Club of Atlanta.

The Memorandum of Understanding is a start, but standard procedures are needed for future NLM tournaments at clubs.

Action Item: Ralph requested a committee of Judy, Marty and Dick to create DBAA standard procedures for NLM tournaments at clubs.

Change of Rank Parties

Marty previously sent an e-mail outlining issues and proposals relating to change of rank parties sponsored by DBAA.

Action Item: Judy, Marty, Ralph and Nancy will work as a committee to update the DBAA policies and procedures for change of rank events.

New Business

Phone Directory Update – Nancy Motes

Nancy is waiting for approval to move forward. Her plan is to assimilate the updates and send them to each club for players to submit their final corrections.

Dick moved that we have the directory published on line. Judy seconded. *Motion approved.*

The cost for approximately 1,500 directories the last time was \$1,200. We will not need to print as many once we have it available on line.

Larry Rich previously advised that it is less expensive if just Nancy has the permission to make updates. The site needs to have search capability to select by alphabet. A link to Nancy's e-mail will be available on the site to submit changes. When we publicize the directory, we will inform people they can opt out of the published directory (on line and printed).

Tournament Update - Dick Myers

Dick provided a summary report of the budgeted and actual tournament results for the summer Sectional in Norcross. The directors' costs and food and beverage paid to the hotel are the biggest expenses. ACBL directors' costs were \$1,171 higher this year compared to 2011, but food and beverage costs were \$2,435 lower. Table count this year was 965.5 compared to 991 in 2011. Net profit from this year's tournament was \$2,513, a 24% increase over 2011, due primarily to lower costs for local director, caddies, Unit Sportsman free plays, food and beverage, table delivery/pick up, and trophies for I/N players.

The board approved the report.

Annual Financial Review – Judy Fendrick

Judy provided the written report of the independent financial review conducted by Bob Holman and Judy of the DBAA financial records for 2011. The review found that the DBAA's financial records are well organized and the financial statements for 2011 reflect an accurate summary of the DBAA's financial position. Report was provided for the DBAA's historical file.

The board approved the report.

Friendship Games – Proposal from Roz Howell

Roz was unable to attend the meeting, but sent out a proposal for DBAA to consider holding Friendship Games in February, 2013.

Action Item: Ralph requested that we each review the Friendship Game proposal and send comments back to Roz.

Sam Marks' Request for Advertising Subsidy

Sam submitted a request to Ralph for DBAA to subsidize part of his cost to advertise beginner bridge lessons in the local Sandy Springs and Buckhead newspapers. The lessons will begin in September, and ACBL will reimburse \$750 of his \$1,300 cost. He requested DBAA to subsidize the remainder.

The board discussed and concluded that if we paid for this subsidy, we would then need to pay some portion of all DBAA clubs' costs to advertise their beginner lessons. In addition, our current policy provides that any player who completes a beginner bridge course is entitled to one free play at any of the DBAA clubs.

Jack suggested that DBAA could explore the possibilities for general bridge advertising on Facebook or Groupon.

Dick moved that DBAA should not approve Sam's request. *Motion approved.* Marty and Jack abstained.

Action Item: Ralph will have someone update our free play certificate to include the Bridge Club of Atlanta, Roswell Bridge Club and Play Bridge.

2013 Election

Ralph addressed the issue that the next election for DBAA Officers and Unit 114 representatives would normally be at the spring Sectional in late February or early March, but that tournament is now scheduled for early January. The Unit has decided that the election will be held at the January Sectional tournament.

The board discussed the idea of voting in clubs and absentee ballots. Voting in clubs in December appears to be the only option, given that the election is supposed to conclude after the voting at the tournament.

According to the DBAA By-Laws, the new DBAA officers will take effect immediately after the election in January. Per Unit 114 By-Laws, the Unit Area reps' position will take effect after the Unit 114 annual meeting, which will be in March.

Unit 114 has asked that DBAA continue in their role as election monitor for the election of Unit reps. Jack believes we need to have voting for more than one day at the tournament. The last Unit election had 290 votes cast in clubs and 60 at the tournament (for one day).

Donna Parker is now the election coordinator for Unit 114.

Detailed guidelines for voting in clubs were prepared in 2011. We need to ensure these guidelines are adhered to in the December voting in clubs, and that the election policies set forth in the DBAA Policies and Procedures are followed.

Next meeting: January 3, 2013 (tentative)

DBAA - P&L by Quarter
1/1/2011 through 7/31/2011

| Category | 1/1/2011- 3/31/2011 | 4/1/2011- 6/30/2011 | 7/1/2011- 7/31/2011 | OVERALL TOTAL |
|-------------------------------|------------------------|------------------------|------------------------|------------------|
| INCOME | | | | |
| Interest Income | 275 | 246 | 94 | 615 |
| Sectional Tournaments | | | | |
| _Tournament Receipts | 37,625 | 0 | 39,549 | 77,174 |
| __Free Plays | -1,676 | 0 | -1,460 | -3,136 |
| __New Player Promotion | 0 | 0 | 0 | 0 |
| __Youth Discounts | -150 | 0 | -390 | -540 |
| ACBL Fees | -2,707 | 0 | -2,833 | -5,540 |
| Caddies | -695 | 0 | -850 | -1,545 |
| Directors | | | | |
| Assistants | 0 | 0 | 0 | 0 |
| Director Fees | -7,055 | 0 | -8,737 | -15,792 |
| Per Diem | -1,260 | 0 | -1,224 | -2,484 |
| Transportation | -523 | 0 | -411 | -934 |
| TOTAL Directors | -8,838 | 0 | -10,372 | -19,210 |
| Electronic Scoring | -272 | 0 | -285 | -557 |
| Food - Beverage - Room Charge | -9,738 | 0 | -15,884 | -25,622 |
| Hotel Rooms | -622 | 0 | -1,015 | -1,637 |
| Miscellaneous | 0 | 0 | -320 | -320 |
| Pre-duplication | -600 | 0 | -600 | -1,200 |
| Prizes | -132 | 0 | -619 | -751 |
| Promotion | -242 | 0 | -440 | -682 |
| Rent | -5,325 | 0 | 0 | -5,325 |
| Rent - MABC - Game Supplies | -1,807 | 0 | -1,883 | -3,690 |
| Sectional surcharge | -165 | 0 | -165 | -330 |
| Table Delivery | -150 | 0 | -200 | -350 |
| Xfr (To) \ From Reserve Fund | -2,253 | 0 | -1,116 | -3,369 |
| TOTAL Sectional Tournaments | 2,253 | 0 | 1,117 | 3,370 |
| Wednesday Night Game | | | | |
| _Table Fees | 2,240 | 2,208 | 656 | 5,104 |
| ACBL Fees | -249 | -187 | -55 | -491 |
| Director Fees | -935 | -1,020 | -340 | -2,295 |

DBAA Balance Sheet - As of 7/31/2011
As of 7/31/2011

8/26/2011

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| Account | 12/31/2010 Balance | 7/31/2011 Balance |
|-------------------------------------|-----------------------|----------------------|
| ASSETS | | |
| Cash and Bank Accounts | | |
| Bank of America checking | 17,751 | 17,272 |
| Brkhvn CD - 6.17.12 - 1.00% | 0 | 6,105 |
| Brkhvn CD 7001634 - 6.17.11 - 1.75% | 6,000 | 0 |
| Sig Bank CD - 12.27.11 - 1.05% | 16,000 | 16,000 |
| Sig Bank CD - 3.16.12 - 1.05% | 0 | 13,223 |
| Sig Bank CD - 6.17.11 - 1.65% | 9,000 | 0 |
| Sig Bank CD - 6.20.12 - .99% | 0 | 12,000 |
| Sig Bank CD 2553 - 3.16.11 - 1.65% | 13,000 | 0 |
| St Bnk CD - 10.01.11-1.35% | 11,244 | 11,338 |
| TOTAL Cash and Bank Accounts | 72,995 | 75,937 |
| Other Assets | | |
| Acct Rec - DBAA Game | 456 | 199 |
| Prepaid Expense | 12 | 0 |
| Sect. Tournament - Summer | 0 | 2,233 |
| TOTAL Other Assets | 468 | 2,432 |
| TOTAL ASSETS | 73,462 | 78,369 |
| LIABILITIES | | |
| Other Liabilities | | |
| Advance - MABC Regional | 2,000 | 1,904 |
| Due ADBC - DBAA Game | 239 | 250 |
| Due Others - DBAA Game | 0 | 0 |
| Tournament Reserve Fund | 611 | 3,980 |
| TOTAL Other Liabilities | 2,850 | 6,134 |
| TOTAL LIABILITIES | 2,850 | 6,134 |
| OVERALL TOTAL | 70,612 | 72,235 |

Checking Account Transactions
6/1/2011 through 7/31/2011

8/26/2011

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| Date | Num | Description | Memo | Category | Amount |
|-----------------------------|------|-----------------------|-------------------|--------------------------------|------------------|
| BALANCE 5/31/2011 | | | | | 21,197.82 |
| 6/1/2011 | 1980 | NABC Fund | May 5 game | [Due Others - DBAA Game] | -22.00 |
| 6/6/2011 | EFT | AJB | May 7 game | [Due Others - DBAA Game] | -24.00 |
| 6/6/2011 | EFT | ABDC | Pay Game Expenses | [Due ADBC - DBAA Game] | -274.33 |
| 6/20/2011 | 1982 | Signature Bank | | [Sig Bank CD - 6.20.12 - .99%] | -2,806.76 |
| 6/28/2011 | EFT | Excalibur Graphics | | [Advance - MABC Regional] | -96.00 |
| 6/30/2011 | DEP | Game Net Proceeds ... | Game Receipts | [Acct Rec - DBAA Game] | 209.00 |
| 6/30/2011 | | Interest Earned | | Interest Income | 0.16 |
| 7/1/2011 | EFT | Raloph Folkerts | | Meeting Expense | -35.61 |
| 7/7/2011 | EFT | Far & Near | | Web Site | -60.00 |
| 7/7/2011 | EFT | ABDC | Pay Game Expenses | [Due ADBC - DBAA Game] | -268.59 |
| 7/7/2011 | EFT | Patty Tucker | See minutes 6-30 | Social Bridge Game | -500.00 |
| 7/12/2011 | EFT | Dick Myers | | Meeting Expense | -47.84 |
| 7/29/2011 | | Interest Earned | | Interest Income | 0.15 |
| 6/1/2011 - 7/31/2011 | | | | | -3,925.82 |
| BALANCE 7/31/2011 | | | | | 17,272.00 |
| TOTAL INFLOWS | | | | | 209.31 |
| TOTAL OUTFLOWS | | | | | -4,135.13 |
| NET TOTAL | | | | | -3,925.82 |