

Approved
Duplicate Bridge Association of Atlanta
Board of Directors – Meeting Minutes

Date/Time: June 29, 2013 / 9:30-11:30 am

Location: Bridge Club of Atlanta

Present: Marty Nathan, George Powell, Judy Fendrick, Jack Feagin, Allison Milhem, Mary Ann Oakley, Vicki Bell, Joan Sheldon and Jan Noll

Absent: Dick Myers, Roz Howell, Larry Rich and Bob Jones

Due to Joan and Jack needing to leave early, we began the meeting with discussions of the Election Committee's recommendations and NABC update.

Election Committee – Joan Sheldon

Joan Sheldon is the DBAA's appointed Election Committee Policies and Procedures chair. Joan provided the background and purpose of the committee, which includes Tom LaForge and Ina Parry as members. Their report and updated Election Committee P&P for Election of DBAA Board and Unit 114 Area Reps were sent to the DBAA board on June 13 for review.

As background, in 2009 the procedures for voting in clubs were initiated. Standard forms, letters and documented procedures were created by the election committee chair (Mike Sheldon) with assistance from Joan. This was a start, but detailed procedures were still needed for chairman responsibilities, absentee ballot procedures and appendices for templates of all forms.

Joan's committee refined and clarified the procedures and added a description of the DBAA's objectives to be made available at the polls for any DBAA members who do not know anything about DBAA and its goals. In addition, they included guidelines for candidates and club owners to ensure more positive elections. The committee welcomes feedback from the DBAA board.

Action Item: Joan asked that the board read and review the contents carefully to ensure it covers everything in detail and as a whole.

Some board members had not had a chance to review the detailed 21-page P&P document in its entirety, so a vote was postponed to a later meeting. The board members had questions regarding ballot boxes, voting monitors and Appendix E, DBAA Election Guidelines.

- Ballot boxes – One main ballot box is used at the tournament. 10 smaller ballot boxes are taken to the clubs by the monitors. All ballot boxes remain sealed until all voting is completed.
- Voting Monitors – There was a discussion as to definition of a “regular partnership” between a monitor and a candidate and the appearance this might create. As the term “regular partnership” is difficult to define, this is not something that would be formally addressed in the policy.

- Appendix E provides specific guidelines for the DBAA, candidates, club owners and directors with respect to elections. After some discussion, the board determined that it would reserve the right to enforce restrictions if the guidelines are not followed.

Once all updates from the Board are input, we will attach the final Election P&P to the minutes.

NABC Update – Jack Feagin

Jack is pleased with the how things are going. The volunteers are working hard. The biggest challenge at this time is working with the hotel (and ACBL) to get a sufficient amount of good food at prices we can afford.

We need volunteers for Captain of the Day. This person is to be available if any problems occur and to ensure the entertainment and social functions are running smoothly. The person cannot play on their assigned captain day. Contact Jack or Judy if you want to volunteer.

There will be a lot of events and activities for newer players. We need to get more messages out on this. We will have free lectures by top-rated bridge players. There will be an I/N reception on Saturday August 3. Judy will check with Wendy on the time. The ACBL website has a schedule of events and activities posted for newer players under the link for the NABC, click Newcomers.

On a side note, we need to reach out to players who have not played for several years and get them to the tournament and back into bridge. In addition, we want to get the new players who attend Patty's sessions on Learn Bridge in a Day into bridge clubs. They will be given a free play to play at a local club. Mary Ann asked if we could get volunteers to play with people to coax them back into playing bridge. This is a possibility. Jack has talked to people in ACBL about identifying players who have not played in a long time. If we had a committee to go through them, we might find some who want to get back to duplicate.

We know some players are concerned about cost; the DBAA Newsletter will address this.

Action Item: Jack requested that board members send him thoughts and ideas about getting out information about the tournament to players. Marty suggested that we write something that the clubs could send out through their e-mail group codes. Marty offered to write an article for clubs.

Report on May Sectional – the tournament was a success at 800+ tables. The Ravinia wants us back for Sectionals.

Approval of Prior Minutes

Vicki moved to approve the May 26 minutes. Allison seconded the motion. *Motion approved.*

Treasurer's Report – George Powell

George finalized the Form 990-EZ and sent to last year's officers for review and approval.

Judy and Bob Holman will work on the DBAA financial review next week.

The DBAA's CDs need signatures to split. George will check with Fidelity to get a better rate.

Our May tournament report shows a tentative profit of about \$4,000. This is very good considering we had approximately 800 tables and it was held at the Ravinia.

There will be no DBAA game on July 31. This will be announced during the month of July.

Since George did not have the final May tournament report, he will prepare and send financial statements for May and June together when the report is final.

Our total cost on Change of Rank party this year was \$2,495.

Mary Ann moved to accept the Treasurer's informal report. Allison seconded. *Motion approved.*

Teacher Liaison – Jan Noll

Jan reported that the teacher listing is updated and was sent to Betty for posting on the DBAA website. The listing includes 21 instructors. She also sent a reminder to all teachers about the DBAA's free play policy and the free play document. She also requested a hand for the July newsletter from five teachers.

The teacher listing will also be included in the DBAA Newsletter.

We are glad to have Jan taking care of this important program for DBAA.

President's Remarks – Marty Nathan

Unit Redistricting - Marty reminded the Unit Rep board members that the Unit proposed a redistricting plan with a revised formula to calculate the number of Unit Reps per Area. The proposal sets a limit for the number of reps in Metro Atlanta at 10, even though Metro Atlanta has 65% of the membership population of the Unit. ACBL recommends that the number of Unit Reps should be proportional to the Areas' membership populations.

Vicki is on the redistricting committee. She suggested that we could submit a proposal to the committee. The general consensus at the meeting is that Metro Atlanta should have Area Reps based on its proportional membership without a cap of 10. We will submit a proposal to Vicki.

This issue was discussed at the Unit meeting in May and will be discussed again and likely voted on at the next Unit meeting in Macon on September 7.

DBAA Transitioning Procedures – Marty asked each DBAA board member who is a coordinator or committee chair to write down their procedures and tips for doing the job. This will enable the next person assigned to take over without any problems.

DBAA Newsletter – Mary Ann Oakley

The first DBAA Newsletter went out in April. Since then, many e-mails have been received to express appreciation for the information. The next newsletter is scheduled for July 25. Prior to that date, a special newsletter specifically for the NABC will be coming out.

The MARTA and Parking documents relating to the NABC that Judy sent out can be put on the DBAA website, and then have a link to them on the Newsletter.

Action Item: Betty will post the MARTA and Parking Information documents Judy sent out recently to the DBAA website.

Mary Ann is working on the transition of the e-mail database in Constant Contact to give to Eva. Eva is responsible for the directory. One of our future newsletters will have a questionnaire to ask people if they want their phone and/or e-mail in the on-line and printed directories. The on-line directory in Constant Contact has the ability to track who wants to opt in to the directory.

DBAA Group Code in Yahoo – Marty Nathan

After discussion regarding the difficulty of opening attachments from Yahoo e-mails, the board members decided to discontinue using Yahoo for DBAA e-mails.

Most DBAA e-mails are now being sent to the board members (and non-board members) using Distribution Lists in Outlook.

Action Item: Judy will prepare Excel listings and send to the DBAA board members, committee chairs and extended list so that we all have the group e-mails. Anyone who wants to set up their own group code can do so, or can simply send a message to the group from an existing message using Reply All.

Tournaments

A question was asked about holding tournaments at clubs and scheduling tournaments.

The District is responsible for Regionals. The Unit is responsible for Sectionals. Unit 114 allows DBAA, Macon and others to run tournaments. The Unit may decide to hold a tournament in Conyers, and the Unit is responsible for it. The District maintains a master calendar of all tournament to ensure there are no conflicting dates between different Units requesting tournaments. DBAA will sponsor a NLM Sectional Tournament in July at Ruff N Sluff.

The Unit has a written policy that all tournament sanctions will be given to non-profit organizations, unless there is no non-profit organization available. This is why clubs cannot hold for-profit tournaments.

Next DBAA Meeting: Late August, TBD.

Meeting adjourned.

Respectfully submitted,

Judy Fendrick, Secretary