

ROSSMOOR DUPLICATE BRIDGE CLUB
Minutes of the Board of Directors General Meeting
April 6, 2015

Earl Reeve called the meeting to order at 4:05 p.m. in Gateway Multipurpose Room #1.

Attendees: Board members in attendance were Jean Autrey, Bobbie Burgess, Marj Livingston, Addie Mattox, Kit Miller, Mary Neff, Earl Reeve, and Al Smith. Barbara V. Smith. was absent. Michael Gosnell, the Club Manager also attended.

Approve Minutes: A motion was made and passed to approve the minutes for both the General and Executive meetings of March 2nd, 2015.

Treasurer's Report (Jean Autrey): Jean presented the 2015 proposed budget. The budget is based on the 2014 actuals and includes free plays in December and any increases already approved by the board for 2015. The budget as proposed projects a profit of \$1870 at the end of 2015. We also reviewed and discussed the March Financial Report. Table fees were above average in March as were free plays. RDBC had a profit in March of \$868. A motion was made and passed to approve the March Financial report.

Membership Report (Addie Mattox): Current RDBC membership is 314. Addie reported on various problems publishing the 2015 RDBC Directory. Rossmoor Realty covers the cost of publishing the directory. A motion was made and passed to write a thank-you note and include a \$200 gift certificate to the Administrative Assistant who worked very hard this year to help with the publication. Marj will write the letter, Jean will buy the gift certificate and Addie will deliver the package.

Addie also pointed out that many of the items in the directory change frequently during the year. Board members agreed that some of the information in the directory should be published on the RDBC Website where updates and changes can be easily published. We also agreed that the Partnership Coordinators & Table Reservation information be posted in the Oak Room and changed as needed.

Hospitality (Bobbie Burgess): Board members thanked Bobbie for providing the food at the March 8th Unit 499 Annual meeting and game. Bobbie asked for feedback on the menu provided at the various Sunday Unit games. Board members responded that, in their opinion, the food selection is fine. And the additional extras at the March 8th Unit game appeared to be appreciated by attendees.

Publicity/Sunshine Report (Kit Miller): Kit is working with Kent Coswell to determine the details of RDBC's participation in the 2015 Rossmoor Games. At a minimum, RDBC's will hold one special game on a Monday. Kit is also considering adding additional games during the week. She also suggested that we consider doing a free-play week or day. Kit will provide an update on the plan at the next Board meeting.

Club Manager's Report (Michael Gosnell): Michael discussed 4 items:

- **Review of April 4th Swiss Team Game:** The game was better organized than in the past. Here's what worked and what can be improved: Early sign-up of team members and

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bracketing the teams improved the game and should continue. Having a Caddy also helps. Suggestions for future improvements include more training for directors and coaching, before the game, those teams where the players are inexperienced in scoring and table movement.

- **Review of March 8 Unit Game:** Attendance was up from the past to 25.5 tables. The Annual meeting went well. Anne Hollingsworth, Unit 499 President, wrote a very nice email thanking RDBC for hosting the event.
- **Education Program:** Registration for the two new classes that begin late April are going well. To date the Beginner's class has 3 tables and the Two Over One class has 2.5 tables. More students will likely sign up in the next couple of weeks. Pat Taylor's Friday bridge game for 0-49 players is growing which is very encouraging.
- **Staff Training:** Efforts to cross train staff on critical tasks continues with positive progress. We did have two instances recently where a director did not show up. In one case, the director forgot and in the second instance the director was ill at the last minute. Fortunately, other qualified people stepped in to get the game organized until a qualified director appeared in time to hold the game. We did discuss the need for additional back-up directors.
- **Plastic Boards:** The conversion from metal to plastic boards will be complete before the end of April.

Old Business (Earl Reeve): We discussed 2 topics:

- **Club Manager's Job Description:** A motion was made and passed to approve the Club Manager's Job Description.
- **By-Law Amendments:** RDBC By-laws were last amended in 2007. A sub-committee recently reviewed the by-laws and made recommendations for updates. At this meeting, Board members commented on recommended changes and agreed to continue the project. RDBC members will be asked for approval at the December annual meeting. In the meantime, the current by-laws will be posted on the website. By-law changes will be available for membership review at least 45 days before the December meeting.

New Business (Earl Reeve): Unit 499 asked to borrow RDBC metal boards for the upcoming April 18/19 Sectional. A motion was made and passed to loan the boards.

We reviewed and updated the action item list.

The general meeting adjourned at 4:35 p.m. for an Executive Session.

Respectfully submitted,

Mary Neff.
Secretary, RDBC