

## Unit 124 Board of Directors Meeting Minutes

5 March 2020

**Attendance:** Nalin Mehta, Potter Orr, Pam Campbell (4:42), Steve Moese, Mike Burns, Steve Messenger, Tom Mess, Brenda Mehalko, John Williams

**Also:** Isaac Stephani

### **Agenda:**

The meeting was called to order at 4:30 PM

Approve minutes of the meeting January 5, 2020 as amended.

**Update CBC access codes and keys** – Debbie Wiest and Isaac Stephani need to confirm codes. Transferring the data from the computer to the lock is difficult to do. Potter to follow up with the locksmith. Pam had keys made for interior door but they didn't work. We need a list of people who have the keys – Tom Mess, Steve Messenger, John Williams have a key. Potter will create the list of key and code owners and get the list to Isaac.

**Mentor program update** – (John Williams) We have CBC Dates and await NKy Dates – Changes to Frequently Asked Questions and game details. We discussed the details about serving the entire unit versus just the CBC. John and Greg will determine what NKy presence is appropriate on the CBA website. Question remaining is whether NKy wants an automated subscription link on the CBA website. John will have his son create the application to track signups for Mentor Games.

**Motion** (by Tom Mess seconded by Steve Messenger) to eliminate coupons for Mentor games. Passed 8-1-0.

**Pianola status** – Steve Moese. No change! Still free.

**CBC Manager Report** – Isaac Stephani. Everything is fine. Insect treatment complete outside and inside. City official capacity is 247. Amazon Prime Account for the CBC available. Cordless microphone no longer working. Deliveries brought into the CBC room during working hours. Discussion about host e-mails for the Prime account led to Potter to create a new cincybridge email account for the CBA Amazon Prime Account contact.

Nalin to send an email to Isaac about **defibrillator training** to offer training to membership. Date TBD.

**Education Committee Report** - Tom Mess shared his Committee vision and the three-legged approach they will take to onboarding new players. Tom reported all time highs in OLLI and Come and Play. Tom shared details about Newcomer games for the Board to support. Steve to work with Tom to get best information about these games. Newcomers are overwhelmed by the information on our website. The committee wants to focus on the appropriate bucket as the portal to all the information available.

How can we make the Education Room very appealing to new people and up to date technology for a better teaching experience? Need a light fixture for the North East Corner. Tom to work with Pam and Potter to create a proposal with an eye toward making changes during the Regional Week when the CBC is closed for cleaning. We discussed a question about free plays for Come and Play (Play to Learn) people. Tom will consider an exit survey to learn from new people what we can do better.

Steve Moese asked Tom to work on a presentation to the District about the Education Committee journey and our success model, including detailed numbers. The presentation will be at the Stakeholder's Meeting Friday June 12, 2020 at the Flying Pig Seminar

**Membership Committee Report** – Steve Messenger. Majority of new members are referrals, OLLI and come and Play. What can the membership committee do to encourage transition of Come and Play players to duplicate, mentor, recruit people from NLMs. 11 of 29 contact CBA directly to take the OLLI class. We discussed recruiting prospective players,

getting players to play rubber bridge, getting Come and Play players to play duplicate, getting people to sign up for ACBL membership, getting NLMs to play more often and to play more in open games. The bigger impacts will be with getting existing members to play their fair share of the membership population (NLMs are ~70% of the membership but account for only 20-30% of the tables.

**Finance update Income & Portfolio** – Investments largely unchanged (John Meinking). The board accepted the December Finance Report from Pam Campbell with no discussion.

Potter Orr and Pam Campbell shared an issue they are resolving with the IRS from last year's (2018) tax filing. Potter sent in Schedule O missing from last year's filing. Original filing was May 15 received May 24 by the IRS. \$78 late fee and \$1561 taxes due deposited by the IRS. Potter to write a letter asking to be relieved of the \$4400 late filing penalty payment the IRS is demanding of us. Potter and Pam will address this with the IRS to seek relief.

Pam to get Steve club game plans for the period during the Columbus NABC to publish to the home page on website. Isaac to talk with the landlord to ensure towels and soap dispensers all work properly – we need to encourage good hygiene. We urge sanction holders to announce good hygiene practice and

**ACBL Live4Clubs.** Strengths and weaknesses. – Pam to check with sanction holders if there are any issues using the new ACBL tool.

**NKy BC Status update.** – Brenda – NKy moved to Lions Club in Erlanger. \$50 per session (about \$800 per month). Elsmere Senior Center willing to have NKyBC back but did not send a contract – Offer includes only times used and not exclusive use of basement. All assets moved to the Lions Club.

**NLM Sectional status** – on ACBL Tourney Trax

**Steps for Corona Virus** – We discussed the best approach to maintaining hygiene. We agreed that following the CDC hygiene practices (washing hands frequently, using 60%+ alcohol sanitizer when hand wash inconvenient, and avoiding touching faces and shaking hands) are the best approaches. Pam will work with that sanction holders to have announcements at every game. Nalin will ask Larry Newman to make announcements supporting good hygiene practices at games he attends. We will create posters and promote good hygiene against viral infections posted at the CBC. We decided against buying gloves (viruses and germs transfer more readily from gloves than from skin and the Covid-19 does not penetrate skin) and against wholesale replacement of playing cards. Players have to avoid wining noses the touching cards. If contagion risk rises, we will recommend against finger foods for snacks and suspend snacks temporarily. We have posted vetted references on the CBC website for our member's use.

**New ACBL fee schedule.** See D11 website. All are aware of the changes.

**Medallion game May 12th** - Brenda to manage for the Unit. We do need a job description with the work necessary to be done. Certificates from Nalin to Brenda. Steve Moese to get Brenda Life Master names and 2018 winners who have not claimed their medals. Steve Moese to get Brenda the Mini McKenney and Ace of Clubs Winners Lists. Brenda to ask Joy Singerman to help with food for Medallion Game. John Meinking will update the plaques.

**NAP/GNT** – District Coordinator Ryan Schultz handles sanctioning. We need to handle hosting the event. Isaac can help with making sets of boards for the pairs game if needed. Plan for extra cleaning visits during the weekend.

**Promotion for Tuesday Evening Game...** Board approved trial on Tuesday Evening Open Pairs. Isaac will operate for the Unit.

With the work of the board being done, Brenda Mehalko moved to adjourn. Meeting adjourned at 6:29 PM.

Next Meeting: May 12 Tue 4:30 – 6:30 followed by the Medallion Games 6:30PM  
Board Members are urged to play in the Medallion Game.

Submitted Respectfully,  
Steve Moese  
Secretary, Unit 124