

Unit 425 Minutes December 8, 2008

PRESENT: Board Members: Norm Holthouse, Kathie Hoehne, Brenda Glaze, George Holcombe, Dennis Smith, Tom Ottley, Todd Shipley, Carolyn Sprague, and Gail Buck. Doug Scott, Director, was preparing for the evening's game.

NOT PRESENT: Greg Svendsen, Walt Pease

CALL TO ORDER: A quorum was met, and President Norm Holthouse called the meeting to order at 5:30pm.

RECOGNITION OF OUTGOING BOARD MEMBERS: Norm expressed gratitude to Nancy Schafer and Caroline Green for their service on the Board. Todd Shipley and Carolyn Sprague were welcomed.

ELECTION OF OFFICERS: Norm wanted to step down as president. Brenda Glaze was nominated and unanimously voted in as the new president. Norm was nominated and unanimously voted in as the new vice-president. Kathie Hoehne was re-elected as treasurer, and Gail Buck was re-elected as secretary.

APPROVAL OF MINUTES: The October 27, 2008, minutes were approved by George and seconded by Carolyn.

TREASURER'S REPORT: Kathie said the treasury balance was right around \$10,000 and reminded us that we want to keep \$10,000 minimum in the treasury and not spend any money on unnecessary items that would take us below that figure. To break even, we need 227 tables per month. Last year, we had a goal of 300 tables a month and almost reached that goal.

Kathie corrected the treasury report from last month; she said the \$1,600 expenditure last month was not all supplies--\$451 was payment to ACBL and \$112 was for a double premium payment that would go back into the treasury.

The Treasurer's Report was approved by Tom and seconded by Dennis.

CLUB MANAGER'S REPORT: Dorothy presented her report. She has ordered 400 decks of cards for \$500. The last time she ordered, the cost was \$235 for only 36 decks. So, 400 decks for \$500 was a good deal! The Club Manager's Report was approved by Tom and seconded by Dennis.

NEW BUSINESS:

- a. Club Manager Vacancy – Norm expressed appreciation to Dorothy for her year of service as club manager. Norm suggested a “search committee” be established to look for a new manager. Tom Ottley will head the committee, along with Dorothy, Dennis, and Brenda.
- b. Purchase of New Laws of Duplicate Bridge – There was discussion on whether or not the Center should buy all the directors the book. It was decided that the directors would buy their own book, but that the Center would buy one copy to have on hand.
- c. Updating Unit Website – Dorothy said that the webmaster of the Unit’s website is no longer in business, and the yearly calendars only go through 2009. Gail said she would try to find someone knowledgeable to help her add more yearly calendars.
- d. Chair for June Regional Tournament – Carolyn Sprague agreed to chair the June Regional Tournament; Brenda will assist her.
- e. Christmas Party on December 16 at Noon – Tom Ottley will bring a turkey and a ham; the Center will reimburse him. Everyone is asked to bring potluck. George made a motion that next year the Board discuss having the Christmas party either in the evening or on the weekend so people who work during the day can attend.

OLD BUSINESS:

- a. Carpet Cleaning – George got three estimates: JM Steamway, \$857; Dura-Clean, \$530; Magi-Clean, \$200. It was decided to go with Magi-Clean but wait until after the holidays. It would probably be on a Friday afternoon at 4pm or on a Wednesday morning at 7am. Volunteers would be needed to pick up the bid boxes. Todd offered to help.
- b. Bridge Center Lease and Location – Norm and Walt wrote down a list of specifications when looking for an alternate building site. The Building Search Committee is composed of Walt, Norm, and Greg. We currently pay \$4,155 a month to lease our space, which is 3,300 square feet. We split the cost of the gas heat with the adjacent restaurant; they bill us for 51 percent. We may re-negotiate our current lease when it is up on November 1, 2009. We would want our own gas meter and have the landlord responsible for any plate glass breakage.

The next board meeting will be the third Monday in January—January 19, 2009.

ADJOURN: George made a motion to adjourn and Norm seconded. The meeting was adjourned at 6:35pm

Respectfully submitted,

Gail Buck, Secretary