

Minutes of the Annual Meeting---San Luis Obispo Bridge Club
San Luis Obispo Unit 540
January 10, 2015

The meeting was opened at 12:15 PM by Unit President Fred Strong. Placed at each table were copies of the minutes of the annual meeting of January 11, 2014 and the 2014 annual Treasurer's report. President Strong asked if the membership wished for a reading of the minutes by Unit Secretary Charles Davis. It was waived by the membership, and was followed by a motion, seconded and approved by the members present, to accept the minutes as prepared. The reading of the Treasurer's report by Treasurer Pat Hallock was also waived by the membership, followed by a motion, seconded and approved by the members, to accept the Treasurer's report as prepared. Treasurer Hallock's report reflected that at the beginning of 2014 the Unit had a balance of \$7996.24 in the bank, \$4620.62 in its checking account and \$3375.62 in its savings account. At the end of 2014, after generating \$11770.51 in revenue and having \$10902.17 in expenses, the bank account totaled \$8864.58. The checking account balance was \$5487.95 and the savings account balance was \$3376.63. Pat noted for the record that the interest for the year on the savings account amounted to \$1.01.

Election: There were four expiring positions on the Board. Pat Hallock, Bill Woodson, Doris Dunn and Bud Zeuschner decided to run again for their current positions on the board and represented a slate of candidates presented to the membership by Nominating Chair Charles Davis. Additional nominations were opened to the floor but none were made by the members present. A motion was made and seconded to accept the four candidates comprising the candidate slate. It was passed unanimously by the members in attendance.

The four newly elected Board members---Bill Woodson, Doris Dunn, Pat Hallock and Bud Zeuschner---will join Fred Strong, Charles Davis, Bill Ringbom, Torre Houlgate-West and Bob Karriker to comprise the Unit's Executive Board for 2015. Fred Strong advised the membership that officer positions would be filled at the Board's February meeting.

Fred Strong announced he would like to recognize and present awards to the Ace of Clubs and Mini-McKinney winners from Unit 540 for calendar year 2014. For those present, each was called up and presented their awards: for the Mini-McKinney winners it was a medallion and for the Ace of Clubs winners it was a coffee mug. The names of the winners not present were read, those individuals were recognized by the membership, and arrangements were made to present to the winners their awards.

There being no other official business, Fred Strong adjourned the meeting at 12:28 PM.

Respectfully submitted,

Charles Davis, Unit Secretary

Minutes of Regular Meeting
San Luis Obispo Unit 540
January 9, 2015

The meeting was called to order at 11:35 AM, by President Fred Strong. Present were Board members Pat Hallock, Bill Woodson, Bud Zeuschner, Bill Ringbom and Charles Davis. Absent were Board members Doris Dunn, Bob Karriker and Torre Houlgate-West.

1. Call Meeting to Order. Fred Strong reviewed the agenda and passed out copies of an email from Gwynn Garthright, Marketing Project Supervisor from the ACBL, that we would be reviewing under New Business later in the meeting.
2. Review and Approval of the December minutes. After a brief discussion, the December minutes were approved as written.
3. Treasurer's Report. Pat Hallock passed out additional copies of the November treasurer's report, since there weren't enough to hand out at the last meeting, and copies of both the December report and the report for the January Annual Meeting. The December report showed that the Unit had \$5487.95 in its checking account and \$3376.63 in its savings account, for a total balance of \$8864.58. After a brief discussion, the Treasurer's Report was approved.
4. Old Business
 - A. Any Remaining Financial Decisions---Board. Bill Ringbom led a discussion regarding renaming both payments for Unit 540 members to become directors and for our teachers to be compensated for accreditation fees as Education Scholarships. This was agreed to. Under this general category the Board also agreed to separate out payments for teachers to conduct classes.
 - B. Volunteer as Hospitality Chairperson beginning March 2015. Per the Board's previous decision to grant Doris Dunn's request to have the Hospitality Chair's responsibilities removed from her position, Fred Strong announced that Unit member Heidi Karriker had volunteered to assume those duties as of March 2015. Her appointment to this position was agreed to unanimously by the board.
 - C. Sectional Update. Bud Zeuschner, as co-Hospitality Chair for the Sectional, led a discussion on refreshments. The Board agreed to ask each club in the Unit to voluntarily contribute \$100 to defray the costs of providing such refreshments. The Unit would cover any additional funds to fulfill a budget of \$700 for refreshments for the tournament. Fred Strong advised that the ACBL had made some changes to the Tournament Director duties for Sectional Tournaments and the Board agreed to have Doris Dunn contact Nancy Boyd and ask if there were any issues that would affect our tournament.
 - D. Payment for Novice Lessons. Bill Woodson and Torre Houlgate-West previously had been asked to revise their draft proposal regarding teacher compensation and present it at this board meeting. Bill asked, in Torre's absence, that discussion of this be deferred to the February meeting, which was agreed to.

5. New Business
 - A. Elections and Awards. Fred Strong advised that he had all the medallions for the Mini-McKinney Award winners for 2014 and the coffee cups for the Ace of Clubs Award winners and would present them at the Unit's Annual Meeting on January 10, 2015.
 - B. ACBL Privacy Policy Changes. Fred Strong led a discussion regarding the impact to the Unit of the new ACBL Privacy Policy changes, and reviewed the email received from Gwynn Garthright. That email reiterated that we would need "member permission for...the publishing of member directories." Her email advised she would seek legal counsel on the issue of sending emails to multiple members without masking their addresses through the use of "blind" copies. After a brief discussion it became apparent we would not have sufficient time to discuss a myriad of related issues and Fred asked Charles Davis, as the Board's Electronic Contact with the ACBL, to lead a further discussion at the next Board meeting. Bill Woodson and Fred Strong gave to Charles the signed member releases they had already received, from the Morro Bay and Paso Robles clubs, to publish their information in a member directory. Bill Ringbom agreed to get the SLO club's releases to Charles as soon as possible, and Charles agreed to contact Doris to get the ones from 5 Cities. Fred Strong agreed to contact Louise Abbott and request that she compile all these releases into a new member directory that would replace the one currently in use.
 - C. New Directors. Fred Strong and Bill Woodson led a discussion of the need for a new director in Morro Bay and advised that interest had been expressed by John Fields, Jr. The Board asked Fred to advise John that should he submit a written request for the position and agree to the Board's requirements, his application would be approved.
6. Club Activity Reports. This agenda item was postponed due to time constraints.
7. Fred Strong adjourned the meeting at 12:25 PM, advising the members that our next meeting would be on February 13, 2015 at 11:30 AM.

Respectfully submitted,

Charles Davis, Unit 540 Secretary

Minutes of Regular Meeting
San Luis Obispo Unit 540
February 13, 2015

The meeting was called to order at 11:35 AM, by President Fred Strong. Present were Board members Pat Hallock, Bill Woodson, Bud Zeuschner, Bill Ringbom, Doris Dunn and Charles Davis. Absent were Board members Bob Karriker and Torre Houlgate-West. Former Board member Louise Abbott attended the meeting as a guest to discuss the Unit Member Directory changes in light of the ACBL policy changes on member privacy rights.

1. Call Meeting to Order. Fred Strong reviewed the agenda and noted we would be having a very full meeting.
2. Review and Approval of the January minutes. After a brief discussion, the January minutes were approved as written, and Charles thanked for the quality of the writing. Charles asked that the board review and give provisional approval, also, of the January Annual Meeting minutes, but noting that formal approval would have to wait until the Annual Meeting in 2016. The board gave their provisional approval and Bill Ringbom noted that the Unit Website would stipulate that the minutes were a draft copy.
3. Treasurer's Report. Pat Hallock passed out copies of the January report, which reflected that the Unit had \$5480.72 in its checking account and \$3376.63 in its savings account, for a total balance of \$8857.35. After a brief discussion, the Treasurer's Report was approved. Pat then asked for a discussion of the Unit Board's tax status, noting that the Unit filed Form 990n each year with the IRS. Given the dollar amount of donations given to the Unit, especially during our annual Sectional Tournament, she expressed concern that some donors, thinking we filed a 501.c3 report may mistakenly believe they were entitled to a tax deduction for those contributions. After a brief discussion, the board requested that Pat do further research on the requirements to file as a 501.c3 and report back to the board at our March meeting.
4. Old Business
 - A. Sectional Update. Doris briefed the board on her further discussion with the Elks Club, noting that the Elks would not only provide coffee, but also cups and that we could use the Club's kitchen to warm foods and clean up. She asked Fred and Bill to ensure that in the Paso Robles and Morro Bay games, novice players are encouraged to play in the Sectional so we could have novice sections on both Friday and Saturday. She further advised that we could bring card tables to the Club and do set-up as early as Thursday evening. The board agreed to meet at the Club at 8:45 AM on Friday, February 27 to ensure that everything was prepared for our 10 AM start time.
 - B. New Director for Morro Bay---Fred. Fred updated the board that John Fields, Jr. was going to direct in M.B. and had made arrangements with Barbara Harden to proctor his exam. Bill Woodson advised the board that John would begin directing as soon as his test results were received by us.

- C. ACBL Privacy Policy Changes---Charles and Louise. Charles handed out copies of the most recent ACBL email on this subject, dated January 21, 2015, and he and Louise led a discussion on how the Unit could best conform to these latest policy guidelines. After a lengthy discussion the board agreed that we would use the completed consent forms to in a revised directory, and that the new directory would provide instructions to all unit members, as required by the ACBL, on how to exclude their contact information, if desired. Louise would continue maintain and distribute the directory, as well as being the contact point for adding and removing names from the directory, and that no new fields would be added to the directory without member permission, as required by the ACBL. Charles advised he would contact the Club Managers and Directors to ask their assistance in ensuring consent forms be provided and sent to Louise for all new members playing in club games.
5. New Business
- A. Election of officers/committee members for Calendar Year 2015---Fred. Fred led a discussion regarding officer positions and committee heads for the new year. Each current officer agreed to continue in his/her position for another year. Each committee chair also agreed to continue. Charles advised the board that Torre had advised him, that while absent from the meeting, she would like to continue in her two committee chair positions. The board provisionally retained Bob Karriker as Unit Membership Chair, pending his notification to us of his intention. Charles advised that Bruce Johnson had surrendered his position as Unit Recorder, but that Bill Woodson had agreed to assume that position. The board voted unanimously to approve all in these new and/or continuing positions.
- B. Replacement of Resigning Member Doris Dunn---Fred. Fred Strong led a discussion on a replacement for Doris on the board. After a lengthy discussion a half-dozen possible replacement candidates were agreed to, and Doris and Bill Woodson volunteered to sound out each on assuming this position, as well as Doris' duties as Unit Tournament Coordinator. They will report back to the board in March for a formal decision.
6. Club Activity Reports. This agenda item was postponed due to time constraints.
7. Fred Strong advised the board that one of the Ace of Clubs award categories for 2014 had resulted in a tie, and that he had procured an additional coffee mug to recognize the second winner. He adjourned the meeting at 12:27 PM, advising the members that our next meeting would be on March 13, 2015 at 11:30 AM.

Respectfully submitted,

Charles Davis, Unit 540 Secretary

Minutes of Regular Meeting
San Luis Obispo Unit 540
March 13, 2015

The meeting was called to order at 11:33 AM, by President Fred Strong. Present were Board members Pat Hallock, Bill Woodson, Bud Zeuschner, Bob Karriker, Doris Dunn and Charles Davis. Absent were Board members Bill Ringbom and Torre Houlgate-West.

1. Call Meeting to Order. Fred Strong reviewed the agenda and noted we would be having a very full meeting.
2. Review and Approval of the February minutes. After a brief discussion, the February minutes were approved as written.
3. Treasurer's Report. Pat Hallock passed out copies of the February report, which reflected that the Unit had \$6469.45 in its checking account and \$3376.63 in its savings account, for a total balance of \$9846.08. After a brief discussion, the Treasurer's Report was approved. Pat then advised the board that its liability insurance policy will be renewed shortly for 2015 and its \$100 premium paid. She reported further on her research into converting our tax filing status from 990-N to a 501.c3. After further discussion she recommended and the board approved continuing its past practice of maintaining its status as a 990-N.
4. Old Business
 - A. Sectional Update. Doris led a discussion regarding the three-day Sectional tournament held February 27-March 1. She said there were a few complaints about the overhead lighting and the seating, but that the vast majority of the feedback received was positive. She said the Elks agreed to remove the ceiling swales should we continue to use them as our venue next year. Overall she assessed their support for our event as outstanding and recommended a thank you letter be sent to them and that we continue to use them as our venue next year. Charles voiced his approval of their support for our beverages by providing free ice chests and ice. Bud gave a brief assessment of the food provided, indicating the attendees' wish for more hot products, which he agreed to provide next year. The board concurred with Doris' assessment to continue to use the Elks Club, and she agreed to provide Charles a list of key successes for him to draft into a thank you letter to the Elks management. Charles stated that \$34 of beverages remained left over from the Sectional and recommended that they be provided to the SLO club to hand out at the next Unit Game. Any beverages remaining after that could be sold by the club at future club games. After a short discussion the board concurred with that recommendation.
 - B. ACBL Privacy Policy Update---Charles. Charles advised the board that all member privacy releases received had been provided to Louise Abbott for use in updating our membership directory, and handed out the latest (February 27, 2015) update on privacy rules issued by the ACBL. He recommended Louise update the board monthly until the new directory was

issued. The board expressed a desire to review the formatting of the directory before it went to press.

- C. Proposed Unit Policy on Classes and Teacher Compensation---Bill Woodson. Bill presented to the board a draft copy of a revised policy written by he and Torre per the board's request. A lengthy discussion followed, with several revisions proposed and agreed to. The following final draft is presented for board consideration and approval at our next monthly meeting: "UNIT 540 BRIDGE LESSON PPOLICY: Unit 540 shall fund a maximum of six free beginner Contract Bridge lessons to the public at least once a year, at a maximum cost of \$300. The classes, taught by ACBL-certified instructor(s), will be publicized in local communication media in accordance with ACBL requirements for publicity reimbursement. The lesson plan must be approved by the Unit 540 Board before the lessons take place. If a Unit 540 Club chooses to be reimbursed for providing free Novice lessons, Unit 540 shall pay that Club \$50/lesson up to \$300/year. Teacher(s) shall be ACBL-certified. The lesson plan must be formally submitted to the Unit 540 Board and approved before the lessons take place."
5. New Business
- A. Replacement of retiring member Doris Dunn. After a brief discussion the board unanimously agreed that Louise Abbott should replace Doris on the board and assume the remainder of her term. Louise will also assume Doris' additional duties as Tournament Chair. The effective date of this action will be March 13, 2015. Charles advised he would advise the ACBL of this change in board membership.
- B. Other items brought up by board members. Bill Woodson drew the board's attention to the new partnership services offered by the ACBL as part of their latest software upgrades. Charles reminded the board that the partnership program was a key part of the Pianola software services the board had previously authorized the clubs to use. The board agreed to ask Bill Ringbom at our next meeting to address the viability of the Pianola program in light of these latest improvements.
6. Club Activity Reports. Fred advised the board that the ACBL had received and processed the changes in Club Managers in Morro Bay and the 5 Cities Clubs, noting that John Fields, Jr. was now officially the Club Manager in Morro Bay and Jim Solomon the Club Manager in 5 Cities.
7. Meeting adjournment at date/time of next meeting. Fred announced that the next board meeting would be at 11:30 AM on April 10 and adjourned the meeting at 12:15 PM.

Respectfully submitted,

Charles Davis, Unit 540 Secretary

Minutes of Regular Meeting
San Luis Obispo Unit 540
April 10, 2015

The meeting was called to order at 11:30 AM, by Vice President Bill Ringbom. Present were Board members Pat Hallock, Bill Woodson, Bud Zeuschner, Louise Abbott, and Charles Davis. Absent were Board members Fred Strong, Bob Karriker and Torre Houlgate-West.

1. Call Meeting to Order. Vice President Bill Ringbom in the absence of President Fred Strong presided over this month's meeting.
2. Review and Approval of the March minutes. Charles noted he had amended his initial draft of the March minutes, noting that the Unit's liability insurance premiums had not been paid, but would soon be. With that change, the March minutes were approved as written.
3. Treasurer's Report. Pat Hallock passed out copies of the March report, which reflected that the Unit had \$8275.65 in its checking account and \$3376.88 in its savings account, for a total balance of \$11,626.53. After a brief discussion, the Treasurer's Report was approved.
4. Old Business
 - A. Sectional Update. Pat Hallock presented to the Board a final accounting of the revenue and expenses of the Unit's Sectional tournament, held February 27-March 1, 2015. She noted that the event brought in \$5390.85 in revenue, and generated \$3707.08 in expenses, resulting in a net income to the Unit of \$1683.77. She contrasted this year's results with those from 2014, which brought in \$5837 in income at a cost of \$4412.65, for a net profit of \$1704.35. Pat noted that while there were fewer tables, we maintained last year's approximate profitability by the reduced costs associating with holding the event at the Elks Club. She handed board member and Tournament Chairperson Louise Abbott the printouts, made available by Tournament Director Nancy Boyd, for our use in planning next year's event. Charles advised the board he had prepared a letter to the Elks Club for Fred's signature thanking them for their professionalism in handling our event and expressing our interest in returning to that venue for next year's tournament
 - B. Proposed Unit Policy on Classes and Teacher Compensation---Charles handed out to each board member another copy of Board member Bob Karriker's proposed language on this subject. After a lengthy discussion the Board voted to approve Bob's draft with the request that the final policy have added language clarifying that the teacher compensation spelled out in Section II would be added to Section I so there would be no doubt as to the Board's expectation that they would be identical. Bob is to present that final draft at our next meeting, and Charles will add it to the minutes so there is a documented record of the Board's decision in this matter.
 - C. Pianola Update. The board had requested that in light of the ACBL's decision to incorporate partnership features into its own software that board member Bill Ringbom update the board on whether those features would no longer

- necessitate the board's use of the Pianola software. Bill advised the board that after evaluating both programs there were still features he'd like to see further refined in the ACBL program but would recommend holding off on implementing the Pianola program at this time and see how the ACBL's program evolved over time. After a brief discussion the board adopted his recommendation.
- D. Update on the New Unit Membership Directory---Louise Abbott briefed the board on her efforts to input every release submitted by Unit members into her Excel-based membership directory. She advised that the vast majority of respondents authorized the use of their email addresses as well as telephone numbers and that the new directory would include that additional information field where authorized. She committed that she would have a draft of the new directory to present to the board at its next meeting.
5. New Business
- A. Possible move of Morro Bay's Monday game to Wednesday and Possible New Novice game in Paso Robles. After a brief discussion the board unanimously agreed that it would be premature to discuss these possible changes until and unless the local clubs make a decision to proceed. We will at that time act on any request submitted for our review.
- B. Longest Day Event on Sunday, June 21, 2015. The board reviewed last year's longest day event and expressed concern about holding it on a Sunday, particularly in the absence of any evident interest on the part of the Unit membership. It was agreed to table any action on this issue until and unless membership interest is demonstrated.
- C. Disciplinary Action Taken at the SLO Club. Charles distributed copies of the ACBL's Club Discipline Regulations and the board reviewed the sections spelling out Club and Unit responsibilities and authorities. After a short discussion the board determined that the action taken was within the ACBL's Regulations pertaining to Club authority and as such was not under the purview of the Unit.
6. Club Activity Reports. Bill Ringbom reminded everyone of the upcoming Swiss Teams game in the San Luis Club; no other club updates.
7. Meeting adjournment at date/time of next meeting. Bill announced that the next board meeting would be at 11:30 AM on May 8 and adjourned the meeting at 12:24 PM.

Respectfully submitted,

Charles Davis, Unit 540 Secretary

Minutes of Regular Meeting
San Luis Obispo Unit 540
May 8, 2015

The meeting was called to order at 11:31 AM, by President Fred Strong. Present were Board members Bill Ringbom, Pat Hallock, Bill Woodson, Bud Zeuschner, Louise Abbott, Bob Karriker, and Charles Davis. Absent was Board member Torre Houlgate-West.

1. Call Meeting to Order. Fred Strong handed out copies of the agenda to the board members.
2. Review and Approval of the April minutes. Charles distributed copies to all board members, noting that no proposed changes had been brought to him since their original distribution last month. After a brief discussion the April minutes were approved as written.
3. Treasurer's Report. Pat Hallock passed out copies of the April report, which reflected that the Unit had \$8430.65 in its checking account and \$3376.88 in its savings account, for a total balance of \$11,807.53. She further briefed the board that the Unit tax filing had been completed and accepted by the IRS on May 7, 2015, and that she was retaining all applicable records and requirements for future filings. After a brief discussion, the Treasurer's Report was approved.
4. Old Business
 - A. Proposed Unit Policy on Classes and Teacher Compensation---Charles handed out to each board member another copy of Board member Bob Karriker's final proposed language on this subject. After a short discussion the Board voted to approve Bob's final draft with the request that in addition to the policy being attached to the minutes and posted on the Unit's website, it also be sent to each Club Manager in Unit 540. Charles volunteered to email it to those managers, along with a request that it be shared with the Club boards.
 - B. Possible move of Morro Bay's Monday game to Wednesday and Possible New Novice game in Paso Robles. Fred advised the Unit Board that effective June 30, 2015 the new game would begin in Paso Robles, with the target audience being rubber bridge players wanting to learn duplicate and/or new players to the game of bridge. Bill Woodson advised that the Morro Bay members were voting next week on the issue of moving their Monday game to Wednesday and that the Club Board would officially decide on whether to make the move in its May 25, 2015 meeting.
 - C. Update on the New Unit Membership Directory---Louise Abbott advised the Board with the exception of a few unreadable member authorizations from Paso Robles all had been entered into her database. Fred provided to her at the meeting better copies of those printed too lightly to be read. She asked for further guidance on a handful of names from the Unit of individuals she was unsure ever attended club games and after a brief discussion the board asked her to add them as well. Another discussion followed concerning email addresses, and the board clarified that if they were included in the ACBL's

- monthly In and Out Report, then the ACBL had received permission for their use, so those addresses should also be included in our directory, as well as those specifically authorized by Unit members filling out our own permission forms. Louise advised that an advance copy of the membership list would be sent to the board members within days for final approval. After a brief additional discussion it was decided that once that final approval was given that copies be provided to all Club Managers and directors in Unit 540, and that pages in the directory would contain the ACBL requirement that it be used for official ACBL business only
- D. Longest Day Decision. Charles advised the board that the ACBL had authorized for this year only that the event could be held on either Sunday, June 21 or Monday, June 22, 2015. After a short discussion the board decided that all Unit 540 clubs make their own decision whether to hold the event, and that they could further determine on which day it could be held.
 - E. Pianola Update. Bill Ringbom advised that in light of further information received from the ACBL that he believed the board should officially abandon any use of the Pianola software and utilize that offered by the ACBL. After a brief discussion the board voted to adopt that recommendation.
5. New Business
- A. Charity games for District 22 Nationals in 2017. Fred led a discussion on whether we would participate in those June 29-July 3, 2015 games. After a brief discussion, it was determined to leave the decision to each local club.
 - B. Review and action, if deemed appropriate, regarding an issue at the March Unit Game. Jim Solomon, John Lyddon and Sue Furchtenicht joined the board to discuss the incident. After brief statements by each party the board voted to refer the incident to a formal Unit Disciplinary Board headed by Bud Zeuschner and that that board make a recommendation to the Executive Board prior to the June Unit game.
 - C. Other New Business. Fred shared with the board a proposal from Barbara Hardin outlining a series of lessons on Basic Bridge conventions at the Morro Bay Club from June 9-July 14, 2015. The lessons would be geared to the level of the audience, and Barbara further requested the ability to make minor adjustments to the course material as the composition of the audience dictated. After a brief discussion, the board approved Barbara's request and asked Charles to advise her.
6. Club Activity Reports. Fred advised that the Paso Robles club was raising its table fees to \$5.00/person, effective June 1, 2015; no other club updates.
7. Meeting adjournment at date/time of next meeting. Fred announced that the next board meeting would be at 11:30 AM on June 12 and adjourned the meeting at 12:24 PM.

Respectfully submitted,

Charles Davis, Unit 540 Secretary

Minutes of Regular Meeting
San Luis Obispo Unit 540
June 12, 2015

The meeting was called to order at 11:35 AM, by Vice President Bill Ringbom. Present were Board members Pat Hallock, Bill Woodson, Bud Zeuschner, Louise Abbott, Bob Karriker, Torre Houlgate-West, and Charles Davis. Absent was Board member Fred Strong. Leda Fields and later Jim Solomon joined the board meeting to present information and discuss issues.

1. Call Meeting to Order. Bill Ringbom handed out copies of the agenda to the board members.
2. Review and Approval of the May minutes. Charles distributed copies to all board members. Included in his distribution was the final approved Board policy on sponsoring bridge instruction. Bill Ringbom proposed a change in language in Paragraph 5B of the minutes, noting that the Disciplinary Board only makes recommendations to the Unit Board, which maintains approval authority. After a brief discussion the change was agreed to and the amended May minutes were approved. Charles advised that the policy on sponsoring lessons would be sent to Bill Ringbom for posting on the District's website as well as being sent to the Bridge Club managers.
3. Treasurer's Report. Pat Hallock passed out copies of the May report, which reflected that the Unit had \$8209.68 in its checking account and \$3376.88 in its savings account, for a total balance of \$11,586.56. After a brief discussion, the Treasurer's Report was approved.
4. Old Business
 - A. Possible move of the Morro Bay game to Wednesdays---Bill Woodson advised the Board that the club's members had approved the move to Wednesdays by a vote of 42-14, and that the club's board had unanimously approved the change, effective June 24, 2015. Club Manager John Fields has advised the ACBL in writing of the decision and secured its approval.
 - B. Unit Membership Directory---Louise Abbott had previously sent draft copies of the directory to Board members for comment and suggested revisions. After a brief discussion, it was agreed that the directory would contain the names of the Unit's members as well as those players from outside the Unit who regularly played in club games. Email addresses will only be displayed with member approval. The board further decided that the directories would be provided only electronically to the Unit's directors and Club Managers. If they wished to provide hard copies to players they could produce them. Finally, the board specified that each page of the directory would contain the warning that use of the member list be limited to official ACBL business only.
5. New Business
 - A. Education---Leda Fields discussed with the board how her original mentoring assignment had expanded into providing workshops and that these expanded duties were not well communicated to the club managers. This lack of clarity was causing problems, which the board needed to address. She further

- asked the board to approve a new series of beginning bridge lessons to be provided by Jim Solomon and her beginning in August. Her comments led to an extensive discussion of the duties of the board's Education Liaison, and how that position duties might be better organized. Because of time constraints, a decision on Leda's August class proposal was deferred. Leda was asked to provide the board a formal proposal for the Education Liaison before our next meeting for discussion. The board agreed to review and decide on the August class proposal via email vote to avoid delaying the class.
- B. Review and vote on recommendation from disciplinary committee. Unit Disciplinary Board chair Bud Zeuschner had previously sent to the Executive Board his board's recommendations and now asked that they be approved. The board thanked Bud for the professionalism of his board's proceedings and quality of the overall process in this case. After discussion, the board voted unanimously to approve all recommendations. Board President Fred Strong will formally advise both the parties involved and the ACBL of the Unit Board's decision in this matter, within the required 30 days.
 - C. Other New Business. Jim Solomon joined the meeting to discuss his authority to impose temporary suspensions for player zero tolerance infractions. The board reaffirmed that he represents the Unit in the monthly unit games and as such is empowered to bar a player for reasons he "deems proper, consistent with ACBL Rules and Regulations and the Laws of Duplicate Contract Bridge." Furthermore, "Until the appeal is lodged and heard, the player remains barred unless reinstated..." (language cited is from the ACBL Rules and Regulations).
6. Club Activity Reports. Bill Ringbom advised that the SLO club is recognizing Joan Flaherty with a Joan Flaherty week, concluding with a lunch next Friday. Torre advised that the 5 Cities Bridge Club had decided to remain in the Pismo Beach Vets Hall permanently, and that card fees would increase to \$5, effective next week. There were no further updates.
 7. Meeting adjournment at date/time of next meeting. Bill Ringbom announced that the next board meeting would be at 11:30 AM on July 10 and adjourned the meeting at 12:19 PM.

Respectfully submitted,

Charles Davis, Unit 540 Secretary

Minutes of Regular Meeting

San Luis Obispo Unit 540

July 10, 2015

The meeting was called to order at 11:30 AM, by President Fred Strong. Present were Board members Pat Hallock, Bill Woodson, Louise Abbott, Bob Karriker, Torre Houlgate-West, and Charles Davis. Absent was Board member Bud Zeuschner. Leda Fields later joined the board meeting to present information and discuss education issues.

1. Call Meeting to Order. Fred Strong handed out copies of the agenda to the board members.
2. Review and Approval of the June minutes. Charles distributed copies to all board members. After a brief discussion the minutes were approved as written.
3. Treasurer's Report. Pat Hallock passed out copies of the June report, which reflected that the Unit had \$8233.36 in its checking account and \$3376.88 in its savings account, for a total balance of \$11,410.24. Pat noted the purchase of a tape recorder for recording the Disciplinary Committee's recent hearing. After a brief discussion, the Treasurer's Report was approved.
4. Old Business
 - A. Further discussion of the Unit Board's teacher compensation policy. Bill Ringbom led a discussion on when payments would be made to the teachers, noting the Board lacked a written policy on the subject. After a brief discussion the board agreed on the following: teacher compensation will be paid as a single payment upon completion of the series of classes, and---effective with the next series of classes (Barbara Hardin's current classes are exempt)---upon submission to Treasurer Pat Hallock of the attendance rosters at each class meeting. Rosters must include the name and address of each attendee.
 - B. ACBL Guidance on Unit 540's Recent Disciplinary Case. Fred Strong briefed the board on his recent conversations with ACBL headquarters, and asked for a motion to reconsider the Unit Board's recent decision. The motion was approved and a lengthy discussion ensued on how the Board's actions could be modified to reflect ACBL policies more clearly. The board then voted to approve several modifications to its previous decision letter and authorized Fred Strong to notify

both the parties involved and the ACBL of those revisions, including the specific individual's appeal rights.

C. Education Liaison---Leda Fields joined the Unit Board to discuss both her request for a series of bridge classes and her assumption of the position of Education Liaison. The board voted unanimously to accept her as its new Education Liaison, but deferred discussion and consideration of her class proposal---and her submission on the duties of the Education Liaison---until the next Board meeting. Charles advised the board he would notify the ACBL of the change of Education Liaison Chair.

D. Unit Membership Directory---Louise Abbott distributed copies of her new membership directory, noting that further distribution would be done electronically to the Unit's directors and Club Managers. After a brief discussion, it was agreed that the cover page would be expanded to include the Black Lake Bridge Club, due to its recent change from an invitational game to an open game.

5. New Business

A. Club Activity Reports---Fred noted that the Paso Robles club had begun a 199'er game on Tuesdays.

B. 2016 Sectional Update---Louise Abbott advised the Board that the Elks Club would again be our venue for Sectional, based on the overall quality of their hosting of our 2015 event---and that we had asked the ACBL to again assign directory Nancy Boyd to the event.

6. Meeting adjournment at date/time of next meeting. Fred Strong announced that the next board meeting would be at 11:30 AM on August 14 and adjourned the meeting at 12:27 PM.

Respectfully submitted,

Charles Davis, Unit 540 Secretary

Minutes of Regular Meeting

San Luis Obispo Unit 540

September 11, 2015, 2015

The meeting was called to order at 11:31 AM, by President Fred Strong. Present were Board members Pat Hallock, Bob Karriker, Torre Houlgate-West, Bill Ringbom and Charles Davis. Absent were Board members Louise Abbott and Bill Woodson. Bud Zeuschner arrived at the meeting at 12:10 PM. Leda Fields joined the board meeting at 11:55 AM to present an education proposal and discuss education issues.

1. Call Meeting to Order. Fred Strong handed out copies of the agenda to the board members and reviewed the issues with those present.
2. Review and Approval of the July minutes. Charles distributed copies to all board members, noting one suggested revision from the draft sent out shortly after the July board meeting. After a brief discussion the revised minutes were approved as written.
3. Treasurer's Report. Since there was no Board meeting in August Pat Hallock passed out copies of July and August treasurer's reports. The July report reflected that the Unit ended the month with a checking account balance of \$8047.64 and had \$3376.88 in its savings account, for a total of \$11,424.77. The August report reflected that after \$338.63 in expenses and \$130 in income, the Unit ended the month with \$7839.01 in the checking account; after \$.23 in interest income the savings account had a balance of \$3377.13, for a total of \$11,216.14. After a brief discussion, the Treasurer's Report was approved. Pat then informed the board that the Unit's tax exempt status was revoked in 2013 because the required yearly renewal was not processed with the California Franchise Tax Board. She further advised the Board that she had now completed California Tax Form 3500 to update our 199N status as a non-profit, at the cost of \$25. The board thanked Pat for her diligence and then authorized the purchase of an ink cartridge for her use in completing her required paperwork for the Board.
4. Old Business
 - A. Update on the status of the 2016 Sectional Tournament—Fred Strong. In the absence of Louise Abbott, Fred briefed the board on Louise's efforts to finalize

the February 2016 District 22 Sectional with the ACBL and secure Nancy Boyd as our director. Apparently, the ACBL has misplaced our prior submission and Louise is working to get the necessary approvals. We are confirmed for the Elks Club in San Luis Obispo, the site we moved to last year.

- B. Further discussion of the Unit's program for beginning bridge lessons—Leda Fields. Leda presented her proposal to the board for three series' of beginning lessons: October in Pismo Beach, January/February 2016 in San Luis Obispo, and the Spring of 2016 in North Country. A lengthy discussion ensued, wherein the Board amended its prior policy as follows: such lessons would be reimbursed by the Unit at the prior rate of \$50/class but rather than limiting the classes to six, Leda was authorized to increase the number of the classes up to 12, when and as deemed appropriate. The Unit would also front the costs of advertising of these classes, and receive at a later date the ACBL's reimbursement of 75% of those costs. Finally, the Board authorized the classes only when at least eight players were in attendance, with no more than two of those eight being existing duplicate players. The rest of the Board's prior policy remains unchanged.
- C. Disciplinary Matters. Fred Strong led a discussion on the possibility of Unit members being called to a recent District appeal. The board voted that should that happen, it would cover any required expenses.

5. New Business

- A. District 22 Alternate Election. Fred Strong reminded the Board that the ballots were due into the ACBL by no later than October 2. He advised those members who still had not received their ballots to contact the ACBL and ensure they were sent.
- B. Nominating Committee for 2016—Five Unit Board Members positions are expiring in January 2016: Fred Strong, Bill Ringbom, Charles Davis, Torre Houlgate-West and Bob Karriker. The remaining Board members have only served one year of their two year term: Bill Woodson, Pat Hallock, Bud Zeuschner and Louise Abbott (appointed to serve the remainder of Doris Dunn's term). Fred appointed Bill Ringbom and Charles Davis to serve on a Nominating Committee (and he will name a third person in the near future) to propose a slate of officers for the Annual Meeting membership approval in Morro Bay in January 2016.
- C. Shortage of Directors in Unit 540—Fred led a discussion for the urgent need for additional directors, particularly in Morro Bay, and asked the board

members to assist in actively recruiting new candidates. Jan Zinner will be approached in the near future.

6. Club Activity Reports—Postponed due to lack of time

7. Adjourn—Fred adjourned the meeting at 12:25 PM. The next meeting will be Friday, October 9 at 11:30 AM

Respectfully submitted

Charles Davis, Unit 540 Secretary

Minutes of Regular Meeting

Unit 540 Executive Board

October 9, 2015

The meeting was called to order at 11:31 AM, by President Fred Strong. Present were Board members, Bob Karriker, Louise Abbott, Bill Woodson, Bill Ringbom, Bud Zeuschner and Charles Davis. Absent were Board members Pat Hallock and Torre Houlgate-West; Leda Fields arrived at the meeting at 12:00 PM to discuss education issues.

1. Call Meeting to Order. Fred Strong handed out copies of the agenda to the board members and reviewed the issues with those present, including the fact that the board would be voting on several ACBL District 22 issues.
2. Review and Approval of the September minutes. Charles distributed copies to all board members, noting a modification supplied by Pat Hallock of her presentation to the board and a correction of one typographical error. After a brief discussion the revised minutes were approved as written.
3. Treasurer's Report. In Pat Hallock's absence this agenda item was deferred to November's meeting.
4. Old Business
 - A. Update on the status of the 2016 Sectional Tournament— Louise Abbott briefed the board on her efforts to finalize the February 2016 tournament with the ACBL, and confirmed that we are now on the tournament schedule and that Nancy Boyd will be our director. As stated in the last meeting, we are confirmed for the Elks Club in San Luis Obispo, the site we moved to last year.
 - B. Disciplinary Appeal Matters. Bud further updated the board on District 22's ruling on our recent disciplinary action. His appeal of their decision will be mailed to them by no later than the October 16 due date. The board affirmed their support of the appeal.
 - C. Report by the Nominating Committee for the 2016 Unit Election—Charles and Bill Ringbom reported on the contacts made to solicit interested candidates for the Unit Board, and confirmed that their search was ongoing, but would be concluded well before the January 2016 election. With Bill and Charles rotating off, there will be at least two vacancies. Bob and Fred advised they were still undecided about continuing on the board.
5. New Business

- A. District 22 By-Laws Amendment and Alternate Election—Fred Strong advised the board that he had been sent voting materials by the District for the two issues. Board members privately voted on each of the issues and submitted their sealed ballots to Fred for return to District 22.
 - B. Application for Marvin Segar for reimbursement for Director study and exam—Fred briefed the board on Marvin’s willingness to become a director and the board authorized him to contact Marvin with our approval and prepare the standard acceptance letter for Marvin’s signature.
 - C. Other—Compensation for 4 Hours of Room Rental at the Pismo Beach Vets Hall —Leda Fields briefed the board on Torre’s request for up to \$40 to cover the cost of the room rental for the South County beginners’ initial lesson on a Saturday. The request was approved. Education Seminar—Leda briefed the board on John Field’s proposal to prepare materials to further assist unit directors in handling the computer responsibilities of their position. With the understanding that the materials would belong to the Unit, \$100 was authorized to compensate John for the work involved. Fall Fling—Louise Abbott advised the board that Leda Fields, Pat Hallock and Barbara Weiss would all be organizing the event at the Unit game in November. The unit will compensate the group for reasonable expenses.
6. Club Activity Reports—SLO: Bill Ringbom reminded the board of the Club’s upcoming Swiss Teams game on October 23; Morro Bay—Bill Woodson discussed the club’s Wednesday morning’s (9-11 AM) supervised play; Paso Robles —Fred briefed the board on the club’s upcoming Christmas Party; Five Cities— No Report
7. Adjourn-Fred adjourned the meeting at 12:17 PM. The next meeting will be Friday, November 13, 2015, at 11:30 AM.

Respectfully submitted

Charles Davis, Unit 540 Secretary

Minutes of Regular Meeting
Unit 540 Executive Board
November 13, 2015

The meeting was called to order at 11:35 AM by President Fred Strong. Present were Board members Bob Karriker Bill Ringbom, Bud Zeuschner, Pat Hallock, Charles Davis and Education Chair Leda Fields. Torre Houlgate-West joined the meeting at 11:45 AM and Louise Abbott at 12:05 PM. Bill Woodson was absent.

1. Call the Meeting to Order. Fred Strong handed out copies of the agenda to the board members, and advised that Louise Abbott was going to be arriving late and that we would postpone discussing her agenda item until she arrived.
2. Review and Approval of the October minutes. Charles distributed copies to all board members, noting that new suggested corrections to the initial draft were received. After a brief discussion, the minutes were approved as written.
3. Treasurer's Report. Pat distributed copies of both the September and October treasurer's reports. In September, after income of \$115 and expenses of \$62.50 the Unit ended the month with \$7891.51 in its checking account and \$3377.13 in its savings account, for a total balance of \$11,268.64. In October, after \$180 in income and \$35.25 in expenses, the Unit ended the month with \$8036.26 in its checking account and \$3377.39 in its savings account (including earned interest of \$.26), for a total balance of \$11,413.65. After a brief discussion both months' reports were approved.
4. Old Business
 - A. Update on 2016 Sectional. No new information.
 - B. Discussion on lessons/reimbursements. Leda briefed the board that a new 6 week series of beginning classes would take place at the Vet's Hall in Pismo Beach beginning in January 2016. She also advised that she and Torre were determining the need for a series of Two over One classes, which would be held in Leda's house. Fred advised the board that Bud would be attending the March ACBL Nationals in Reno, NV in response to a disciplinary appeal hearing and that his travel expenses would be reimbursed in accordance with the board's decision last month.
5. New Business
 - A. Report on District Breakfast. Bob Karriker discussed and distributed his memorandum regarding the November 8, 2015, meeting at the Ventura Regional, where he represented Fred Strong. The meeting's principal target was increasing membership growth, and Bob reviewed several initiatives being considered. More meetings are scheduled before specific decisions will be made.
 - B. 2016 Unit Election. After discussion the Board agreed that our annual Unit Meeting would take place at the Morro Bay bridge club on Wednesday, January 20, 2016, after concurrence by the club's manager. The Unit will present a slate of

candidates for the five positions whose terms are expiring, for election/re-election at that meeting. Two board members are retiring, Charles Davis and Bill Ringbom. Candidates to fill their positions on the board will be Jan Zinner and Leda Fields. Bob Karriker and Fred Strong advised that they would run again for their seats on the board. Torre Houlgate-West advised she was still evaluating her candidacy. The board also decided to add the Black Lake bridge club to its rotation of sites hosting the Annual Meeting, subject to their ability to accommodate the numbers of people attending.

C. Authorization to get ACBL award items for the 2016 Annual Meeting. Fred Strong proposed that the board again distribute to the individuals being recognized a small gift from the Unit. The board concurred and authorized the purchases.

D. Snacks at the Unit Game. Fred led a brief discussion of the need for these refreshments. The board authorized Louise Abbott to spend \$50 per game for the purchase of these items, effective December 2015.

E. Special discount for veterans at the November Unit game. After discussion the board agreed to provide that when the date of the Unit game fell on November 11. That discount would be in addition to the recognition provided by the local bridge clubs during that week.

F. Efforts by the Unit to increase local membership. Gail Lapins joined the meeting and made presentation on additional actions the board could take to bring new members into the Unit. The board will take her recommendations under advisement.

G. ACBL Update on Pianola. Bill Ringbom led a short discussion on the recent announcement by the ACBL to adopt this software in 2016. The Unit had previously considered its purchase but deferred action based upon the ACBL's intention of introducing its own software. That decision has apparently been reconsidered, and the Unit looks forward to the availability of this program next year.

6. Club Activity Reports. Morro Bay, N/A; Paso Robles will hold their Holiday Party on December 10; SLO will hold theirs on December 4; Five Cities will hold one, but the date is uncertain.
7. Adjourn to meeting of December 11, 2015. Fred adjourned the meeting, advising that our next meeting would be on that date at 11:30 AM.

Respectfully submitted,

Charles Davis, Unit 540 Secretary

Minutes of Regular Meeting
Unit 540 Executive Board
December 11, 2015

The meeting was called to order at 11:30 AM by President Fred Strong. Present were Board members Bob Karriker, Bill Ringbom, Bud Zeuschner, Pat Hallock, Charles Davis, Torre Houlgate-West, Bill Woodson, and Education Chair Leda Fields. Former Unit 540 President Gary Yant joined the meeting as a guest. Absent was board member Louise Abbott.

1. Call the Meeting to Order. Fred Strong handed out copies of the agenda to the board members.
2. Review and Approval of the November minutes. Charles distributed copies to all board members. Several changes were made including the date of the SLO Christmas Party and the Unit's Annual Meeting in January, as well as to the list of board members attending and absent from the November meeting. Those corrections made, the amended minutes were approved.
3. Treasurer's Report. Pat distributed copies of November treasurer's report. After November income of \$260 and expenses of \$757.14, the Unit ended the month with \$7539.12 in its checking account and \$3377.39 in its savings account, for a total balance of \$10,916.51. After a brief discussion her report was approved.
4. Old Business
 - A. Update on 2016 Sectional. Noting Louise Abbott's absence Fred postponed discussion on this topic. Charles added that we were getting inquiries on the status of the flyers for the tournament, and we needed to get a status report.
 - B. Discussion on lessons/reimbursements. Leda briefed the board that the new 6 week series of beginning classes would take place at the Vet's Hall in Pismo Beach beginning January 12, 2016, and two weekly classes would be offered, one on Tuesday and one on Thursday, from 9:30 AM - 11:30 AM. Questions regarding the classes can be directed to Leda personally at 805-489-7032. Classes will cost \$50 for the entire series of 12 lessons, or single lessons for \$5 apiece. She also advised that the 5 Cities Bridge Club would offer two free plays for attendees. The series of Two over One classes, also taught by Leda and Torre would begin in March 2016.
 - C. 2016 Elections. Torre formally advised the board that she would not be seeking reelection to her position on the board and nominated Judy Obermeier to join the slate of candidates being fielded by the Unit at the January 20, 2016 Annual Meeting. Judy's inclusion on that slate was approved by the board. For the record, then, the Unit's slate of candidates will be incumbents Fred Strong and Bob Karriker, and newcomers Leda Fields (taking Charles Davis' slot), Jan Zinner (taking Bill Ringbom's slot) and Judy Obermeier. It was decided to formally invite the three new candidates to attend the Annual Meeting, so the entire slate of candidates could be presented to the attendees.

D. New member recruitment proposal. A discussion of Gail Lapin's recommendations to the board was postponed until next meeting in favor of discussing Gary Yant's discussion of Larry Cohen lessons.

5. New Business

A. Larry Cohen lessons, sometime during the week of May 16, 2016. Gary Yant gave the board an in depth presentation on the possibility of Larry Cohen coming to San Luis Obispo on those dates to provide Unit members and the public a course of lessons, from 8:30 AM-3:30 PM over a two day period. Attendance would be at a cost of between \$240-\$250, and we would need to attract approximately 40 attendees for the class to be held. Gary discussed the possibility of several venues and gave the Board a detailed description of the contracts needing to be signed and the advance planning needing to be done. He concluded by asking for the Board's support and financial backing for these classes. An extended discussion ensued until the time for the meeting expired. At the end of the discussion the board voted its full support of the proposed lessons, and authorized Gary to work with Fred Strong and Pat Hallock to set up the necessary accounting systems to support it.

6. Club Activity Reports. Postponed due to lack of time.

7. Status of the election as an alternate to ACBL District 21's Board of Directors. Fred announced that Jim Parks had been elected to that position and recommended we provide him a courtesy invitation to all future board meetings. The board authorized it.

7. Adjourn to meeting of January 15, 2016. Fred adjourned the meeting, advising that our next meeting would be on that date at 11:30 AM.

Respectfully submitted,

Charles Davis, Unit 540 Secretary