

**Board Meeting Minutes  
August 2019**

Three meetings held

Aug 08

Aug 23

Aug 28

MONTEREY BRIDGE CLUB  
ACBL UNIT 530  
BOARD OF DIRECTORS MEETING

Minutes

DATE: August 8, 2019

CALL TO ORDER: 4:00 p.m.

ESTABLISHMENT OF QUORUM: Susan Mazzei, Fran Soskins, Mary Quenette, Trulee Ricketts, Ed Schrenzel, Susan Mehra

APPROVAL OF MINUTES OF LAST MEETING: Susan corrected the wording for the position names of Unit Supplies Manager (Louise and Amy) and Building Maintenance chair (Susan and Larry Mazzei). Also, Pro-Am Nov. 22 (not Nov.14). Also need to correct spelling of "Mazzei." Ed/Trulee: M/S/C as corrected.

**BUILDING MANAGEMENT:**

- Monthly Building Operations report: Susan sent a letter to club owners that they need to get all of their possessions out of our current building by August 15. After that time, anything remaining here will be assumed to belong to the unit. Susan plans to empty out everything from the storage upstairs that we do not plan to take with us to our new facility--and leave against the back wall downstairs for members to take. There will be a donations box, hoping members will contribute \$s for what they take.

**TREASURER'S REPORT: Mary Quenette**

- Monthly report: approved--Fran/SMehra: M/S/C
- Marina Police Dept. League asked for a \$50 donation. Decision to not donate.
- Will need to transfer our Insurance Policy when we make our move. Susan will get a quote for our new facility. We will begin to pay monthly instead of annually. There may be some overlap between coverage for old/new buildings.

**BOARD REPORTS**

- Goodwill: Pat Heller reported that Mary Block fell and broke her shoulder. Kathy Pfitzer was bitten by a cat.
- Membership: Ed Schrenzel: we have 2 new members and an overall total of one less member than last month. Ed noted that he made Sectional Master and Neville made Club Master
- Education: Trulee Ricketts: Trulee and one other experienced player have volunteered to play with Hetty Eddy's Thursday afternoon "Shuffle & Play" group so the new players will get used to interacting with more experienced players. Hetty is also holding a Monday evening group. Susan is investigating establishing a permanent master/non-master game where newer players will be paired with more experienced players.
- District 21 report: Richard Papst & Susan Mazzei—no report
- Hospitality: Donna Jett—Susan reminded us to sign up for the NABC (North American Bridge Championships) in San Francisco On Nov. 30. Check with Donna Jett for posters and sign-ups

#### RECURRING EVENTS:

- Unit Games and Activities:
  - Brad Dow - Feb/Mar (complete for 2019)
  - Election of board members – June (complete for 2019)
  - General Membership Meeting – June (complete for 2019)
  - Swiss Teams – August 4, 2019—Game went well. Looks like the unit will gross \$300+
  - Pro-Am – game will be on Sept. 24, 2019. This will be close to our moving date.
  - Halloween - October (run by the Foundation)—Foundation asked for a sanction for the game, but it will be held near our moving date. Susan has suggested they make it a bigger event than usual—our last big event in this building.
  - NAP (North American Pairs) – Unit final Saturday, Oct. 5 @ 9:30. To play you have to have qualified in a club game.
  - Holiday Party – December 8, 2019; will be held at the Carmel Women's club. Cost for the hall will be \$300.
  - New Year's Eve - December (run by Lyde)—no report
- Sectional: Scheduled for May 15-17, 2020—not yet sure of location
- Clambake—no report

#### CONTINUING BUSINESS:

- Progress report on location for new bridge center: Susan reported that we are in the final stages of the process for securing a new facility in the Public Storage Office Building at 201 Calle Del Oaks, Suite 201B in Del Rey Oaks. Susan reported that she and John Mahoney negotiated with the Moose Lodge in Del Rey Oaks for use of their parking lot that is nearby to the facility. The Lodge Board agreed to \$575/month (approximately \$25/day). The Public Storage Office Building owner is in the process of writing up a lease. We will have a 3 year lease, but no 5 year option. The price each year will be progressively \$1376.80; \$1462.85; \$1548.90. There will be an additional estimated \$843.00 per month for pro-rated share of insurance, common area and utilities. There require a \$2650.34 security deposit plus there will be a Lease documentation fee of \$300. John Mahoney recommends that we have Nolan Kennedy, an attorney recommended by John, to go over the lease for a maximum expense capped at \$1000.00. Motion to approve this expense: approved--Ed/Mary M/S/C
- Discussion about letter from Betty Jackson regarding time slots for games in our new facility. Decision was made to respond with a letter to Betty asking that she start her Friday game a half hour later (at 1:30 p.m. instead of 1:00 p.m.). Lyde has agreed to start her game half an hour earlier (at 9:30 a.m. instead of 10 a.m.). That way there will be a half hour break between Friday games and parking spaces will be available. Also, we suggest that if Betty's game runs too late, she can reduce the number of boards for her game.

NEW BUSINESS: none

ADJOURNMENT: 6:15 p.m.

NEXT MEETING: Thursday, Sept. 12, 2019 at 4 p.m.

MONTEREY BRIDGE CLUB  
ACBL UNIT 530  
BOARD OF DIRECTORS MEETING

DATE: Friday, August 23, 2019

CALL TO ORDER: 1 p.m.

ESTABLISHMENT OF QUORUM: Susan Mazzei, Scott Hanham, Mary Quenette, Ed Schrenzel, Trulee Ricketts, Susan Mehra

GUESTS: John Mahoney, Brad Dow

The board convened the meeting to examine two optional locations for our Bridge Center relocation. At a previous meeting the board had authorized board president, Susan Mazzei, to sign a lease agreement with Public Storage office space located at 201 Calle Del Oaks, Suite 201 B in Del Rey Oaks. However, another potential location was recently brought to the board's attention, the Carpenter's Union Hall located on 2<sup>nd</sup> Street in Marina.

Brad Dow presented information about his contact with a representative from the Carpenter's Union Hall and expressed his recommendation that we chose that site. John Mahoney shared his knowledge about both sites. Susan, John, and Brad had visited the site together to gather information.

The board discussed pros and cons of both sites.

1. Carpenter's Union Hall:

- Pros: the large and attractive space provides a kitchen, bathroom facilities, and adjacent parking.
- Cons: we would need to share the space with other activities at the hall, thus requiring that our table, chairs and bridge game supplies be cleared away and stored two to three times a week and the game owners' supplies be cleared on a daily basis; unit games would need to be scheduled at an alternative site; we would have no option to put up a bulletin board for publicity/sign-ups of lesson and unit games; at present we would be under a one-year lease (although this could be extended indefinitely if the Carpenter's Union board was happy with our arrangements with them); that we would need to hire people to set up/take down our bridge tables and equipment 2-3 times a week and to clean up after our games on a daily basis.

2. Public Storage Office space:

- Pros: it would be a site dedicated exclusively to our bridge club so that we would be able to leave our tables, chairs and bridge equipment set up in place and would have no blackout dates; we would be able to

establish a designated area for food preparation; we could put up bulletin boards for publicity/sign-up for lessons and games; good natural lighting; unit games could be held there; we will have a 3-year lease; arrangements for parking can be made with the nearby Moose Lodge.

Costs: Rent and expenses for each site were assessed:

- Carpenter's Union Hall: \$5010 monthly (with \$600 supplement offered by a bridge club participant for 2 years)
- Public Storage Office space: \$3635 monthly for the first year with a possible increase over the next 2 years.

After full consideration of the alternative Carpenter's Union site, the board decided that the space available at the Public Storage site remained the site of choice for the Bridge Center move. Foremost consideration was that this was a dedicated space that would not involve repeated set-up and breakdown of all our bridge tables, chairs, bidding boxes etc. Adequate parking, a three-year lease, and monthly cost we could afford with our current income were also deciding factors.

Motion: to reaffirm our prior motion authorizing board president Susan Mazzei to sign a lease agreement with Public Storage Office space: Mehra/Hanham—in favor; Mazzei, Hanham, Quenette, Schrenzel, Mehra: opposed; Ricketts

Meeting adjourned at 3 p.m.

Respectfully submitted: Susan Mehra, secretary

MONTEREY BRIDGE CENTER  
ACBL UNIT 530  
BOARD OF DIRECTORS MEETING

DATE: Wednesday, August 28, 2019

CALL TO ORDER: 2:37 p.m.

ESTABLISHMENT OF QUORUM: Susan Mazzei, Scott Hanham, Mary Quenette, Ed Schrenzel, Trulee Ricketts, Fran Soskins, Susan Mehra

Disciplinary issue concerning a member of the Monterey Bridge Center:

- Jim Lauderdale has sent repeated emails to the board over the past several weeks containing rude and offensive language directed at board members and a club owner. The emails have been in reference to the relocation of the Monterey Bridge Club from our present site and the scheduling of a bridge game on Friday afternoons.
- Motion: The Board of Directors of ACBL Unit 530 strongly condemns the actions and use of offensive language by Jim Lauderdale as expressed in emails sent to members of the board referencing both board members and a club owner in regard to the pending move of the Monterey Bridge Center to a new location and the timing of club owner games. As a consequence, the Board is barring Jim Lauderdale from our Monterey Bridge Center facility (both current location at 201 13<sup>th</sup> Street in Marina and future location at 201B Calle del Oakes in Del Rey Oaks) through Dec. 31, 2019. Motion moved and seconded: Scott Hanham/Ed Schrenzel. In favor: Scott Hanham, Ed Schrenzel, Susan Mazzei, Mary Quenette, Fran Soskins, Susan Mehra. Opposed: Trulee Ricketts.

Discussion of lease agreement with the Public Storage facility at 201B Calle del Oakes in Del Rey Oaks:

- Susan Mazzei has signed the lease agreement. We have received the required documents from the Moose Lodge (providing additional parking) and an insurance broker (HUB International). These have been turned in the leasee. All members of the board have been given the opportunity to read the lease (a stipulation in the lease prohibits its general circulation to the membership).
- Susan Mazzei said that we will keep insurance coverage for our present facility until we have completed the move. Insurance coverage for the Del Rey Oaks site will begin October 15, 2019.

Susan Mazzei reported that she had been approached by three bridge center members with concerns about traffic problems that they expect to encounter driving to games scheduled for 9 a.m. at the Del Rey Oaks site. Discussion was tabled until we can place those concerns into the broader picture once we have moved to the new site.

Scott brought up for discussion the idea of establishing a “Code of Conduct” for the Monterey Bridge Center that would include a statement of ethics and values. He reported that he has researched some examples from other organizations.

- Susan Mazzei noted that the board should take a closer look at our by-laws to see if they need revision. She also said that we need to develop a clear contract with club owners that includes the bridge center zero tolerance policy and further defines rules of conduct.
- Scott asked to form a committee to look into writing a Code of Conduct policy for the bridge center that would include a “code of ethics.” Fran and Susan Mehra agreed to become members of that committee.

The meeting was adjourned at 3:45 p.m.