

5/14/2022 Unit 361 Board Meeting minutes:

Attendance: Julie Clark, Rita Simas, Susan Grauer, Eric Mead, Ed Yosses, Carol Gumpert, Arjun Singh, Vivian Heggie, Kathy McMahon, Wayne Eckerling, Don Boyarsky. Zoom: Jennifer O'Neill, Margaret Devere

9:05 Call to Order.

April meeting minutes approved.

Financial Reports: no updates beyond the files Ed submitted via email. Discussed and voted to have a maximum of 10 free plays at the Regional.

Regional: Wayne

Hotel room count is 780. 760 is contracted amount, we are penalized if under 530.

Wayne will contact individuals for specific issues/questions needing resolution.

Crates: will fill up back room. Jim Calhoun hurt his foot and will not be repairing crates. Crates may not have been filled properly (e.g. aligned with labels) from the Sectional.

Don – spoke to restaurants nearby. and only one gave us discount coupons. Was decided to have a sheet with a list of restaurants available at the Registration desk.

Paper – may need to order paper and may need to use green bar if natural is not available.

Vaccination desk update: Marion has a plan. Needs about 44 more people/slots to fill. Susan suggested the signup Genius app might be helpful to track and assign volunteers. Margaret can discuss with Marion.

Vaccination desk tasks:

1. Check list (Julie has Denver, Boulder and individuals who sent in info on the list).
2. People not on the list PRINT Legibly, name and email.
3. Give them wristband (Carol has 6000). Wristband checkers need to be at elevator, escalator Ballroom and upstairs rooms.

Margaret, Marion, Don, Wayne, Julie – will be floaters, as needed.

Wayne asked if everyone needs to check in, even if you know they have played at clubs? YES. So we know that they attended, and to get a wristband. If someone doesn't have a wristband, see a Floater to remove them from the area. Also, people can submit a ratty wristband and exchange it for a new one.

Hospitality, Rita:

2 people per shift on tues charity event, wed and thurs. 1 person after that. No spares for now. Labels – Vivian will print them asap. She will be sitting at Registration desk (other than ProAm play

time). She has a small form for people to fill out. Add the player's City and State to the form to be on labels. She will print labels and put them in alphabetic files for players to pick up anytime. Also, she will archive the list of people in a spreadsheet.

Rita will train Registration desk for labels, partnership, candy, photography.

Rita has all the prizes.

Vivian – has a sheet to be filled out for photography. Add the event played and e/w or n/s. Also, name the people in the photo from left to right.

Board – try to come early and offer help.

Bulletin: Vivian sent around a sample of the first Bulletin. Discussed removing the Restaurants page and just referencing the sheet at the hospitality desk. Discussed and voted on having 'Fast Results' send out the bulletin each day-YES. No more pianola emails are wanted. Add a link for the Partnership online app. Print in black and white on colored paper.

Caddies: Eric. Caddies are not needed on evenings except Tuesday pm for team game. Tuesday 1:00 1 caddy is enough. Wed – has 2 caddies at 10 and 1 at 3:00. Marion can help if needed. Friday – has 1. Needs 1 for knockouts. Caddies earn \$50 per session. Sunday night break down for the upstairs rooms counts as a session. Also, voted that caddies will get 5 food coupons (\$3 each) for lunches at the grab-n-go.

Tables: Need 9 ft center to center. Upstairs rooms may spillover to other rooms and caddy needs to balance between the rooms.

Vivian – has a list of files to load every day for the bulletin. Will get the special day designations from the hospitality sheet. Will need the amount raised on Charity Day. Kathy reminded us to highlight getting Red and Gold points on relevant communications (bulletin, Summer sectional flyer).

Empty chair – Vivian has photos, Carol will get one of Norma from Diann Miller

Partnerships: Susan and Margaret have worked on testing the 'signup genius' app. Would like to use the free version at Regional and Summer Sectional. Margaret will put on website and Vivian will include the link in the Bulletin.

Set-up: Crates delivered Monday night. Wayne and Eric will check them out to 1) locate trophies, and 2) unload hospitality and mugs. 3) Get with Ken (4:00) to see what stanchions are needed and where we may need balloons for L through Q. Kathy will get balloons at Dollar Store.

All hands on deck Tuesday 9:00 am to do setup. Bring measuring tapes.

ProAm: Jennifer. Have 79 Ams. Sign up ends today. 3 are on wait list. Needs 3-4 Pros. Susan will check partnership requests to see if there are any. Kathy/Jennifer will be calling Ams to confirm attendance (47 have confirmed so far). Ken will seed the Pros. Pros points should be at or over 1800 pts

plus some exceptions Try to give kind Pros to the 0-5 Am players. They should be able to meet 1 hour in advance.

Wayne: Raffle tickets will be distributed Friday by caddies when they pick up entry forms at each table. Eric won't be there Friday so Julie or Wayne will work with caddies.

Photography – we have no photographer. Hospitality desk may do it (on phones) and forward to Vivian. Vivian can print the photos there on photo paper, and they can be posted on bulletin board. Try to find nice background, e.g. plain wall under the stairs.

Jan J award: Julie will introduce Bonnie at the beginning of the ProAm. Bonnie will speak to the award and 2021 winner. Donna has the plaque and trophy.

At the end of the ProAm, give trophies to winners. Hospitality room with popcorn and drinks (cash bar) will be set up. Board should try to meet Ams and be friendly.

Speakers – Jennifer has lined up 5 new speakers. Will speak 2:15-2:45. Jenn or Wayne will introduce them. Discussed whether we can record the presentations. Kathy will speak to her husband to see if he can help us and also train others for when he is not there. Need permission form from speakers allowing us to record it.

Free plays for volunteers? No, we are no longer doing that. Yes to major coordinators such as Don, Wayne, Marion.

Other:

Online directory – still in process but almost completed.

Summer Sectional flyer – almost completed. Indicate that we will provide coffee, tea, and water. Include statement about color points. Vivian will send latest version for final approvals.

Arjun asked if we have an I/N Regional? Yes, we alternate between Denver and Fort Collins.

Conflict of Interest form. Carol will send it to Kathy, but Susan is reviewing it and may present changes needed (e.g. items developed for the unit become the property of the unit). She also recommended everyone to read the by-laws.

Next Meeting: 9:00 6/18 at Eloise May Library (Parker Rd and Florida). Agenda items include: After action review of Regional, How to develop focus on 300-1000 players. Report on Jan J award and other awards.