

Minutes of Unit 361 Board Meeting

March 25, 2023

Attendees: Board members: Kathleen, Kathy, Paul, Ed, Julie, Rita, Kevin, Susan, Vivian. Absent: Carol. Other: Jennifer, Wayne, Don, Margaret.

Meeting called to order at 9:08 am.

Minutes: Motion to approve by Rita, seconded by Kathleen. Approved.

Financials: Ed. Ed sent several financial reports via email before the meeting. March sectional: \$1000 profit. Most of parking withdrawal returned to bank account. We are \$6000 below our bank account in May 2020.

Jan Janitschke Award: Rita.

- Two candidates for board to decide on. Significant discussion. Votes taken by private ballot. The result must remain confidential. Result announced.
- Rita will take care of trophy and plaque.
- Rita will put her notes together and send them to Julie for storing.
- Suggestions for next year:
 - Rita: Need better understanding of skill level requirements for nominees. Giving back is important. Ask the nominees to respond to the criteria questions.
 - Susan: 1) Criteria should be determined by committee. 2) Skill level should not be part of it.
 - Julie: Add table behavior to criteria.
- Rita: Moved to have a committee to rethink JJ Award criteria after July sectional. Kathy seconded. Rita will organize.

Regional discussion 2023: Don and Wayne.

- Caddies: Recommendation for Kevin Curtis; emphasis on importance of good head caddy. Paul is working on caddies; will work with Don to determine requirements. Ed will bring cash for caddy payments.
- Partnership: Susan will review last year's partnership poster; Wayne will make sure it's prepared and posted. Recommendation: Have a fill-in player standing by.
- Setup and teardown: Wayne will make pitch at Metro for setup volunteers. Crates will be delivered on the Monday before (Wayne is checking on window for hotel) and picked up on the Tuesday after. Setup time: Tuesday 9:00 am. Teardown: Sunday evening for upstairs, Monday evening for ballroom.
- Hospitality: Rita is happy with her plans. Needs to get patch designed and to Vivian. Gifts in process; some left over from last year. Registration hours: 9:00-9:45, 2:25-2:45, 6:15-6:30. Susan will try to get 300 pens.
- Hotel rooms: Reservations slightly ahead of last year. Hotel is trying to save its rooms with double beds for soccer players, which is causing some issues with bridge players.
- Vaccination requirements: None.
- Pro/Am: Collecting Am fees before the event to expedite registration.
- Bulletin: Ed has produced articles. Don will reach out for more.
- Photography: Wayne proposes offline discussion. Wayne will coordinate.
- Hotel relations: Spending requirements: \$13,000. To meet: cookies a couple of days, Monday lunch. Unit is subsidizing part of Monday lunch. Pro players get drink coupons. No coupons otherwise.

- Charity pairs: No main coordinator. Lori Beard doing a lot of baking. Charity is Project Cure.
- D17 Pianola for regional will go out at beginning of May.

Regional discussion 2024: Don and Wayne. Contract about to be signed with Doubletree; D17 about ready to approve. Keep it confidential. Wayne will run contract by Susan.

March sectional review and sectional planning: Kathleen et al.

- Kathleen will meet with facility to review arrangements for future.
- Parking will not be subsidized in July.
- Need chairs: Kathleen will borrow from Elly and has transportation handled.
- Possibility: Trolley that would make moving tables and chairs easier; Bob Murphy has found some at Home Depot.
- Julie is working on contract for July at Iliff School of Theology; deposit will be required. Penny and Susan and Ed will review contract.
- Parking to be discussed in next meeting.
- Rita is working on Costco option for food. They seem to have good sub and wrap offerings at a reasonable cost.

Directory: Julie. Do we want to print one? Julie still has about 100 left. Julie moved to have printed directory, seconded, motion carried. Print 400 this time; it is easy to have more printed. Carol will produce the directory with Margaret's assistance.

Stanchions: Kevin. Stanchion bases are painted and ready to use. He has the necessary pipes but doesn't have pipe extensions yet. Some difficulty finding the right size and threading combo. Rita may be able to help. Tops will be two-sided and color-coded to match the section guide cards. They will be ready for the regional. Kevin is designing it for easy setup.

I/N tournament: Kathy.

- Needs help with setup on Friday. Bob and Kathleen will help then.
- Needs two cleanup people. Julie, Kevin, Kathleen, and Bob will help. Anybody who is playing in Elly's open game on Saturday could just come across the hall.
- Needs flyers for July I/N regional and Pro/Am to hand out at April tournament.
- All mentors should ask mentees to participate.

Roles discussion: Julie. Julie: Post them in secured location on website. Margaret: The website doesn't support that. Rita: Put a small review committee together. Susan: Just post them as they are. Julie: Format is inconsistent. Ed: Format isn't important. Jennifer: These documents will change over time so they should be used and reviewed. Margaret: Can post both PDF and Word formats, adding year to file name. Susan: add Revised By line at bottom. Kevin: Add board email address to write-up. Margaret will do both of those. Also, move old write-ups to archive.

Website: Margaret. Get the Unit 361 website URL into the next several Pianolas. Margaret will produce a couple of website standup posters for display at Unit 361 events. Margaret will contact Denver Metro and Tech Center bridge clubs and ask for them to put a link to our website on their websites. Margaret will also contact other local units and request a link.

D17: Jennifer. Final numbers on Tucson regional coming in.

Other catering options: Paul.

- Cannot get close to the \$7 price at Subway. Chipotle and Qdoba can do a burrito for \$12/\$13. Also some Indian food options. There is a burrito for \$9 but Paul doesn't recommend it.
- Food trucks? Kathleen talked about liability. Also, there is often a charge just to get the food truck on to the property. There may be licensing issues and minimum sales requirements. Kathleen will investigate DU's position on food trucks.
- Croissants being tested at I/N sectional in April and I/N regional. Subway for Sunday in July.

Hourly rates for caddies and other assistants. Minimum wage is 17.xx/hour. Does minimum wage apply? Ed moved to table this discussion.

April meeting: 9:00 am, April 22, at the Eloise May Library, Florida and Parker.

Meeting adjourned at 11:09 am.