

Unit 361 Board Meeting Agenda --- Dec 20, 2025

	AGENDA ITEM	TOPICS	SPEAKER	START	MINUTES
1	CALL TO ORDER & ROLL CALL		Rita	9:00	
2	APPROVALS	<ul style="list-style-type: none"> Nov Board Meeting Minutes Approved Motions/Closures 	Rita	9:01	4
❁	BOARD ELECTIONS	<ul style="list-style-type: none"> Election of Officers Board Appointments 	Rita	9:05	30
3	COMMITTEE REPORTS <ul style="list-style-type: none"> Finance Events Communications Regional Growing the Game Marketing 	<ul style="list-style-type: none"> Treasurer Report & 2026 Budget Proposal Jan Prep & Vol Coordinator Plans Hospitality: Jan Sect Plans & Food Prep OK Communications Status 2026 Regional Committee Roster Status Update Cmte Members & Strategies 	Judith	9:35	10
			Jay	9:45	10
			Wally	9:55	10
			Susan M	10:05	10
			Don	10:15	10
			Kathy	10:25	5
Gale	10:30	10			
4	OLD BUSINESS <ul style="list-style-type: none"> Appreciation Unit Game Website Traffic D17 Update 	<ul style="list-style-type: none"> Skipped for 2026 Status Report after each Open Sectional News & Notes, if applicable 	Don	Deferred to 2027	
			Margaret	10:40	5
			Jennifer	10:45	5
5	NEW BUSINESS <ul style="list-style-type: none"> Bracketed Pairs SAM's Game Action Items 	<ul style="list-style-type: none"> Update: Regional Feedback Date/Time, Rules, Unit or Club? Future Plans 	Jennifer/Rita	10:50	10
			Kathy	11:00	5
			Rita	Deferred to Jan '26	
6	CLOSING THOUGHTS	<ul style="list-style-type: none"> Around the Room 	All	11:05	10
7	NEXT MEETINGS & ADJOURN	<ul style="list-style-type: none"> 2025 is set (watch for Meeting Notices) 	End at =>	11:15	

BOG: Budgeting, Oversight, and Governance Procedures

UNIT 361 BRIDGE BOARD MEETING MINUTES

DATE: November 15, 2025

Time: Called to Order 9:00 am by Rita Simas

ATTENDANCE

Rita, Don, Jay, Kevin, Kathy, Gale, Wally, Susan M, Jennifer (by phone)

AGENDA ITEMS

Approvals

(Note: When you see sentences highlighted, it means **add to November Agenda** or **add to an agenda later in the year.**)

Minutes

Discussion: No discussion.

Motions: Jay moved to approve minutes; Don seconded. Unanimously approved.

Further Action: None.

Email Votes

Discussion: Rita summarized two votes taken by email and entered into the record.

Motions: None.

Further Action: None.

President's Report

Discussion: Rita recognized the members elected November Annual meeting: Don, Susan M, Jay, Gale, Jennifer. She also asked that if a board member plans on proposing a motion that they provide in written format: background, motion wording, what a YES vote means and what a NO vote means.

Motions: None.

Further Action: None.

Committee Reports

Financial Report (Judith)

Discussion: Judith's written report is included. proposed budget was presented in three sections: a (BBB) bare bones budget (which will result in a small deficit less than \$3,000), proposed "add backs", and items to be discussed. This approach was taken because of increased venue and director costs, even though we have a significant amount of money in the bank. For each scenario there was a "time to implode"- -or time to use all of our surplus. The BBB, assuming nothing significant happened, would use all our surplus in just over 47 years. If all "add back" were included each year, our surplus would last almost 19 years. Several questions were asked and Jay presented his thoughts on tournament expenses.

Motions: Jay stated that only he, as tournament chair, has the authority to approve free plays per tournament duties, and stated that the President should direct requests to him for the purpose of promoting new attendees and rewarding volunteers.

The motion by the budget committee to give the President the power to separately hand out free plays failed. The motion to reimburse Rita for handing out \$56 of free plays was approved.

The Event Committee proposed that, starting in March, we should charge \$10 for Friday and Saturday lunches. Jay moved we accept the proposal. It was unanimously approved.

Kathy moved and Don seconded that we continue to fund Growing-the-Game at not-to-exceed \$2,500 and it was unanimously approved.

Don moved and Jay seconded that we continue the Mentor/Mentee game and spend no more than \$1,135; unanimously approved.

Rita moved and Kathy seconded that we continue educational grants in 2026, spend no more than \$500; unanimously approved.

Kathy moved and Rita seconded that we continue spending \$200 for the IN-speaker program at the two IN Sectionals and it was unanimously approved.

Kevin moved and Rita seconded that we skip having a Unit Appreciation game; unanimously approved.

Jay moved and Rita seconded that we keep our entry fees the same as last year; unanimously approved.

Don moved and Kath seconded that we don't pay of the Front Range Challenge, but instead provide recognition on the website and through the Pianola; unanimously approved.

Jay moved and Kathy seconded that we no long provide pay for our GNT representatives at the NABC GNT; unanimously approved.

The above approved motions plus the Bare Bones budget are approximately a deficit of \$7,200.

Further Action: Kathy to provide nail down a date for Sam's Game with Elly. Judith to revise the budget.

Sectionals (Jay)

Discussion: Jay's written report is included. Jay stated that the March 13-15 date is confirmed at the Summit.

Motions: None.

Further Action: Susan to prepare March flyer for Jay's approval.

Hospitality (Wally)

Discussion: Wally stated that the lunches at the November tournament represented a loss that was 3% of revenue, which included a \$300 discount from Olive Garden. He's looking for a different Sunday meal.

Motions: None.

Further Action: None.

Communications (Susan M)

Discussion: Susan M's provided written report (attached). Susan asked the board for topics to include in the 361News communication that Rita will send the club owners and directors. Topics include increase in lunch fees, no Unit Game in 2026, no money to GNTs and marketing committee.

Motions: None.

Further Action: Susan to redraft and submit in December after officers/chairs are elected/appointed.

Regional Game (Don)

Discussion: About to send flyers for printing. Will print more after 'named days' are set.

Motions: None.

Further Action: None.

Growing the Game (Kathy)

Discussion: Kathy's report is attached. Due to Kathy's success in growing the IN games, she would like to continue using Constant Contact or similar program rather than depending on the Pianola mail system. Susan provided Pianola stats and some conflict that need to be resolved.

Motions: Kathy moved and Don seconded the following motion: The IN Chair is authorized to use Constant Contact, or another similar email platform (not to exceed \$150/year and subject to Board approval), to send communications to the IN-bridge players of Unit 361 announcing upcoming Unit tournament, event and bridge training, provided the content of each mailing is first approved by the Communications Chair or designated officer. Unanimously approved.

Further Action: Susan to provide list of questions for use of Pianola.

Membership and Marketing (Gale)

Discussion: Gale's report is attached.

Motions: None. Gale to continue developing the marketing committee and their agenda.

Further Action:

New Business Items

Bracketed Pairs at Regional

Discussion: Deferred to next meeting.

Motions: None.

Actions: None.

Appointment to the Board

Discussion: Rita stated that Gary Weiss is willing to serve Greg's term last year.

Motions: Rita proposed we appoint Gary to the Board. Unanimously approved.

Actions: Susan to include Gary in meeting invites and general communications.

Adjournment

Unanimous decision to adjourn at 11:15

NEXT MEETINGS: SATURDAY, DECEMBER 20

SATURDAY, JANUARY 24

SATURDAY, FEBRUARY 28

SATURDAY, MARCH 21

SATURDAY, APRIL 4

SATURDAY, MAY 16

SATURDAY, JUNE 20

from 9-11:15 AM at Denver Metro Bridge Studio.

TREASURER'S REPORT • DEC 2025

FUNDS ON HAND & NET INCOME/LOSS SUMMARY

<i>Through NOVEMBER 30</i>	<i>Beginning Month</i>	<i>Gain/Loss</i>	<i>Month End Total</i>
Checking Account (WF)	\$18,637	\$3,318	\$21,955
CD Investments (WF 40K)	\$42,666	\$54	\$42,720
CD Investments (WF 30K)	\$31,452	\$112	\$31,564
Money Market Acct (Fidelity)	\$41,639	\$124	\$41,763
TOTAL	\$134,394	\$3,608	\$138,002
	Net Gain/(Loss) from SEP M/E		\$3,608

TOURNAMENT RESULTS

NOVEMBER SECTIONAL Z New Summit Aurora CO	NET PROFIT/LOSS = -\$1364.25 [See November Open Section P/L Report (attached)]
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OTHER MATTERS

2026 BUDGET:

The 2026 Budget (v.7) has been reviewed and approved by the Budget Committee (RS, JS, JO'N, JR). This approved Budget was sent to the full board for review on December 4, 2025. \$350 has been added for Pianola credits per Susan Marshall's request. That 2026 Budget (v.7, dated 12.10.25) is attached on the following pages. It shall be the task of the board to either approve the budget or table it. Once the budget is approved, it will be entered into QBO (QuickBooks Online) so that actual numbers may be monitored against the budgeted numbers going forward.

Submitted by Judith Repp, Unit 361 Board Treasurer, Decemberr 12, 2025

Denver Metropolitan Bridge - Unit 361 of the ACBL

November Sectional | Tournament P & L

January - December 2025

	TOTAL
Revenue	
400 TourRev	
401 Player Income	15,064.00
421 Meals & Food Revenue	2,587.64
Total 400 TourRev	17,651.64
Total Revenue	\$17,651.64
GROSS PROFIT	\$17,651.64
Expenditures	
500 TourExp	
510 ACBL Exp	
511 Director Costs	3,660.00
512 Director Per Diem	943.00
513 Director Hotel/Transp	1,496.56
514 Sanction Fees	1,301.00
Total 510 ACBL Exp	7,400.56
520 Logistics	
521 Rent Expenses	4,500.00
523 Equipment Delivery	1,176.25
Total 520 Logistics	5,676.25
530 Hospitality	
532 Unit 361 Catering-LUNCH	2,473.06
533 Catering Assistance	537.50
535 Unit 361 Hospitality-GRAB 'N GO	1,377.52
Total 530 Hospitality	4,388.08
550 Overhead	
552 PreDuplicated Boards	240.00
553 Free Plays & Discounts	1,011.00
554 Caddies Costs	300.00
Total 550 Overhead	1,551.00
Total 500 TourExp	19,015.89
Total Expenditures	\$19,015.89
NET OPERATING REVENUE	\$ -1,364.25
NET REVENUE	\$ -1,364.25

UNIT 361 • 2026 PROPOSED BUDGET

(v.7: Rev 12.10.25)

The Draft Budget for 2026 was reviewed at the November Unit 361 Board Meeting. Approved motions have been incorporated into the following [v.7] budget. This is comprised of a 'TOURNAMENTS' budget plus a 'UNIT' budget. Where applicable, 'Add-Backs' have been either incorporated into the Budget or deleted.

The 2026 Budget leaves a shortfall of **\$9,899**.

To put this projected net loss into perspective, we have calculated the estimated 'time to implode' [TTI] assuming current factors continue.

Estimated 'Time to Implode' [TTI] 2026 Budget: **13.6 yrs**

The following approved items are now incorporated into the Budget:

- Rent increases for Sectionals at Z New Summit (Mar & Nov) (add \$1000 per event) are included.
- Starting in March, Friday and Saturday lunch charges will be increased from \$5 to \$10.
- 'Grow the Game' will be funded at (NTE) \$2500.
- Mentor/Mentee funding (NTE) \$1,135.
- Educational Grants (NTE) \$500 will continue in 2026.
- The I/N Speaker program at the I/N Sectionals will be continued (NTE) \$200.
- The Open Sectional Chair is allocated 16 free plays (\$224) and the I/N chair is allocated 4 free plays (\$56) for the NLM Regional to be given at their discretion to first-time players or volunteers. Total: 20 free plays.
- The Unit Appreciation Game will be eliminated.
- Open Sectional, I/N Sectional and NLM Regional entry fees to remain the same (\$14pp).
- No funds are allocated for GNT subsidies and Front Range Challenge.
- Pianola credits have been added (\$500 every 18 months) to Admin Expenses.
- Funds are allocated to the I/N chair for the use of Constant Contact (NTE) \$150.
- The creation of the Marketing Committee with the idea of encouraging sponsorship of tournaments to increase tournament revenue may further reduce the budget deficit.

2026 BUDGET • TOURNAMENTS

Tournament	OPEN SECTIONALS				I/N'S			REGIONAL	TOTAL
	JAN	MAR	JUL	NOV	SPRING	SUMMER	FALL	MAY	
No of Days	JeffCo FG	Z Summit	Iliff	Z Summit					
	3	3	3	3	2	3	2		
Player Count (Total)	1036	968	772	1036	248	396	270		
Table Count (Daily Session Avg)	43.2	40.3	32.2	34.2	31	24.75	33.75		
	Total Tables =>		259	242	193	259			
TOURNAMENT REVENUE									
Card Fees (no Free Plays)	\$14,504	\$13,552	\$10,808	\$14,504	\$3,224	\$5,544	\$3,510	\$75,936	
Lunch	\$2,385	\$3,065	\$2,525	\$3,175	\$0	\$870	\$0	\$2,808	
Parking Income	\$0	\$0	\$500	\$0	\$0	\$250	\$0	\$7,385	
Tournament Revenue	\$16,889	\$16,617	\$13,833	\$17,679	\$3,224	\$6,664	\$3,510	\$86,129	\$164,545
TOURNAMENT EXPENSES									
Director Fees	\$4,140	\$4,140	\$2,070	\$4,140	\$400	\$1,980	\$400	\$20,000	
Director Air Fare	\$400	\$400	\$0	\$400	\$0	\$400	\$0	\$3,000	
Director Hotel	\$900	\$900	\$225	\$900	\$0	\$675	\$0	\$4,300	
Director Per Diem	\$919	\$919	\$460	\$919	\$0	\$414	\$0	\$4,000	
Director Parking/Mileage	\$243	\$297	\$252	\$297	\$0	\$40	\$0	\$0	
Director Expense Reimb	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	
Sect/Regional Surcharge	\$225	\$225	\$225	\$225	\$33	\$0	\$34	\$9,312	
Sanction Fees	\$1,036	\$968	\$772	\$1,036	\$0	\$1,584	\$0	\$6,900	
TOTAL DIRECTORS	\$7,863	\$7,849	\$4,004	\$7,917	\$433	\$5,093	\$434	\$47,512	
Rent Venue	\$4,440	\$5,500	\$2,400	\$5,500	\$850	\$2,500	\$850	\$0	
Parking	\$0	\$0	\$700	\$0	\$0	\$350	\$0	\$1,800	
Rent Chairs	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	
Rent Chair Transport	\$0	\$0	\$525	\$0	\$0	\$0	\$0	\$0	
Coat Rack Rental	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	
Crate Delivery	\$883	\$1,224	\$703	\$1,224	\$0	\$98	\$0	\$1,500	
Miscellaneous Supplies	\$100	\$100	\$100	\$100	\$55	\$75	\$55	\$300	
Contingency Expenses	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$300	
TOTAL LOGISTICS	\$5,423	\$6,824	\$4,428	\$6,824	\$905	\$3,023	\$905	\$3,900	
Grab/Go & Coffee	\$610	\$575	\$471	\$610	\$0	\$491	\$0	\$0	
Sodas	\$197	\$186	\$152	\$197	\$0	\$43	\$0	\$0	
Lunch (wTip)	\$3,114	\$3,292	\$2,744	\$3,394	\$860	\$944	\$780	\$21,000	
Catering Assistance	\$538	\$538	\$538	\$538	\$0	\$0	\$0	\$0	
TOTAL HOSPITALITY	\$4,459	\$4,591	\$3,905	\$4,739	\$860	\$1,478	\$780	\$21,000	
Flyer Expenses	\$250	\$250	\$250	\$250	\$200	\$200	\$200	\$400	
Speaker Fees	\$0	\$0	\$0	\$0	\$100	\$100	\$100	\$0	
TOTAL PUBLICITY	\$250	\$250	\$250	\$250	\$300	\$300	\$300	\$3,400	
Duplicate Boards	\$280	\$280	\$240	\$280	\$100	\$140	\$110	\$0	
0-5 Free Plays	\$84	\$84	\$84	\$84	\$0	\$140	\$0	\$0	
Board/Vol Free Plays	\$756	\$756	\$756	\$756	\$0	\$0	\$0	\$2,720	
Caddies	\$300	\$300	\$300	\$300	\$0	\$120	\$0	\$2,000	
Hand Records	\$20	\$20	\$20	\$20	\$0	\$0	\$0	\$100	
TOTAL SUPPLIES	\$1,440	\$1,440	\$1,400	\$1,440	\$100	\$400	\$110	\$8,620	
Tournament Expenses	\$19,435	\$20,954	\$13,987	\$21,170	\$2,598	\$10,294	\$2,529	\$81,032	\$171,999
Tournament Net Rev/Exp	-\$2,546	-\$4,337	-\$154	-\$3,491	\$626	-\$3,630	\$981	\$5,097	-\$7,454

2026 BUDGET • UNIT 361

	2026	2025	Remarks
REVENUE			
Member Dues	\$7,500	\$7,766	
Gifts Received	\$0	\$3,150	
Interest Earned	\$2,175	\$2,356	Wells Fargo CD's, Fidelity
Other Income			
Total Revenue	\$9,675	\$13,272	
EXPENDITURES			
General Admin Costs	\$500	\$518	Insurance, 1099 forms, SoS
Printing & Mailing	\$500	\$529	Ink cartridges, free play cards
Bank Charges	\$120	\$90	
Website Maintenance	\$2,000	\$2,000	
Donations to the Unit	\$0	\$198	
Board Meeting Expenses	\$300	\$232	Rent to DMBS
QB Subscription & Assistance	\$1,500	\$2,118	
Misc U361 Expenses/Contingency	\$500	\$0	Pianolas, Constant Contact
TOTAL ADMIN EXPENSES	\$5,420	\$5,685	
Tournament Supplies	\$750	\$1,498	Paper, stanchions, score sheets, cards
Trophies & Gifts	\$350	\$513	Mini-McK certificates, medallions
Member Badges	\$25	\$11	
Education	\$500	\$600	Committed Practice Hands Library: \$200
Mentor/Mentee Program	\$1,135	\$980	
GNT Subsidies	\$0	\$800	
Membership Unit Games [UA]	\$0	\$3,962	
Grow the Game	\$2,500	\$1,201	
Membership Directory (odd years only)	\$0	\$1,500	Published in odd years, if at all
TOTAL MEMBER EXPENSE	\$5,260	\$11,065	
Crate Storage & Maintenance	\$1,440	\$2,220	Monthly to CM&S, AFS chairs
Repair/replace equipment	\$0	\$0	
Capitol Equipment Purchase	\$0	\$1,701	chairs (34), audio eq.
TOTAL CAPITOL EQUIPMENT	\$1,440	\$3,921	
Total Expenditures	\$12,120	\$20,671	
NET REVENUE/EXPENSES (UNIT)	-\$2,445	-\$7,399	
Revenue/Expenses TOURNAMENTS		-\$7,454	
Revenue/Expenses Unit 361		-\$2,445	
Projected Rev/Exp FULL UNIT [BB]		-\$9,899	

2026 BUDGET NOTES & BACKGROUND

GROUND RULES/ASSUMPTIONS

- 1 Additional expenses for the Practice Hands Library in 2026: \$200. This amount is included in the \$500 Education budget.
- 2 Rent for Board Meeting space \$300/year
- 3 Budget figures are guidelines only; no need to spend full amount!
- 4 GNT Subsidies will be discontinued in the 2026 Budget.
- 5 Open Sectional budget estimates prepared by Jay and Judith; detail available upon request
- 6 I/N Sectional budget estimates prepared by Kathy and Judith; detail available upon request
- 7 Regional projections based upon Budget prepared by Jerry Ranney, Don, Judith and Jennifer and approved by D17
- 8 Grow the Game' [GTG] projections prepared by Gale and Kathy; detail available upon request

NEXT STEPS

- Budget submitted to Budget Committee for final review 11.26.25
- Deadline for comments from Budget Committee 12.03.25
- Revised Budget submitted to Full Board for review 12.04.25
- 2026 Budget included with Treasurer's Report for Dec Mtg 12.12.25
- Sign-off or Table Budget at December Board Meeting 12.20.25
- GOAL: Final 2026 approved Budget 12.20.25

* Budget Committee: Rita, Jay, Jennifer, Judith

v.7:11.29.25