

## **CBA Board Meeting Minutes – December 16, 2015**

The meeting was called to order at 5:32 P.M. In attendance were John Meinking, Steve Moese, Tom Mess, Pam Campbell, Mike Purcell, Larry Newman, Nalin Mehta, Sonya Wilson, and Susan Wisner. A. J. Stephani (*ex officio member*), Kay Mulford, and Barry Wauligman were also in attendance.

### Minutes

The minutes of the November 17, 2015 meeting were approved.

### GNT

The GNT will be held at the CBC January 30 & 31, 2016. Patrick Hoffman has volunteered to be the hospitality chair for this event. Snacks will be provided on Saturday, but lunch will be provided after the opening session on Sunday. Based on past experience, it is estimated that approximately 30 people will have lunch.

Mr. Stephani mentioned that the ACBL provides somewhere in the range of \$900 to \$1,000 to the Unit hosting the GNT. Cincinnati continues to be a desired location for District 11 due to its central location and the closeness of the CBC to the Interstates.

On motion by Ms. Wisner and seconded by Mr. Purcell, the Board agreed to provide up to \$300 for snacks and lunch.

### Kitchen Floor Deep Cleaning

Ms. Campbell, chair of the Cleaning Committee, requested funds of \$255 for a deep cleaning and wax coating of the kitchen/snack area floor at the CBC. After discussion, including if the floor would be replaced if the CBA renews the lease at the Cooper Road facility, on motion by Mr. Purcell and seconded by Mr. Mehta, the Board agreed to provide the funds for the deep cleaning and wax coating.

### HVAC Unit Replacement

A recent inspection of the four HVAC units servicing the CBC revealed that one unit needs immediate replacement and a second unit may need replacement in the near future. The lease agreement, however, is not clear that the CBA is responsible for the replacement of the HVAC units. CBA does continue to service the HVAC units at its expense. The owner of the building, John Ataman, will have his HVAC serviceman inspect the units. Robert Brown will be contacting Mr. Ataman to clarify responsibility for the replacement of HVAC units for both the current lease and the potential renewed lease.

### Accounting Computer

The Board agreed via email that it makes sense to have a computer and software for the CBA to contain our accounting records. This computer would also serve as the backup for other CBC computers. The accounting computer and the accounting software will have secure logins and backups. This matter was discussed at the November Board meeting and approved by email prior to this meeting. The Board ratified this decision at this meeting.

### Committees Report

Tom Mess reported that he is chairing two Committees. He is chairing the Investigation Committee concerning a complaint made by Mr. Stephani that Ms. Mulford is violating a provision of the Sublease Agreement between CBA and Ms. Mulford as a sanction holder. The Investigation Committee additionally comprised of Mr. Purcell, Mr. Mehta, Mr. Ron Neal, and Mr. Potter Orr, will meet and make its recommendation to the CBA Board prior to its January meeting. Ms. Mulford and Mr. Stephani appointed Messrs. Neal and Orr to the Committee, respectively. In addition, Mr. Mess reported that District 11 President, Terrell Holt, appointed him as the Chair of the Appellate Committee to review the appeals of Messrs. Ralph Letizia and Bill Lea regarding an incident that occurred at the Flying Buckeye Regional in September. Mr. Steve Moese was the Chair of the District 11 Disciplinary Committee that was held on November 5. Also serving on the Appellate Committee are James Myers, Reeta Brendamour, and John Burpee. Mr. Mess asked the Board and other CBA members to not discuss the case with the Appellate Committee until the Committee has completed its tasks.

### CBA Asset Audit

Ms. Adrienne Netherwood conducted an asset audit of the CBA to verify that the CBA holds the assets claimed in its financial statement. Ms. Netherwood confirmed that the assets are so held.

### Appreciation of Ms. Wisner, Mr. Purcell, and Ms. Wilson

The Board expressed its profound gratitude for the services of Susan Wisner, Mike Purcell, and Sonya Wilson, who will be leaving the Board of Trustees at the conclusion of this meeting. Much of the work by these Trustees has further the development of duplicate bridge in the Greater Cincinnati area. They have spent countless hours making sure that our accounting records are accurate and reflect our legal structure, supporting the development of new bridge players, supporting players as they advance in their bridge standing, or providing valuable input for the improvement of bridge. All three of them will be missed on the Board.

### Request of Larry Newman

Larry Newman requested that at a future time the Board discuss (a) the current CBA/CBC structure, (b) clarification of the Director-in-Charge role as well as the appointment process, and (c) whether it makes sense to hire an overall Facility Manager for the CBC.

### Meeting Adjournment

At approximately 6:20 P.M., the last meeting of the 2015 Board was adjourned.

Tom Mess  
CBA Secretary

## **2016 CBA Board Meeting Minutes – December 16, 2015**

The first meeting of the 2016 Board was called to order at 6:20 P.M. In attendance were John Meinking, Steve Moese, Tom Mess, Pam Campbell, Larry Newman, Nalin Mehta, Kay Mulford, and Barry Wauligman. Mr. Dan Koppenhafer was unable to attend due to prior holiday commitments. A. J. Stephani (*ex officio member*), Mike Purcell, Sonya Wilson, and Susan Wisner were also in attendance.

### Introduction of New Board Members

Mr. John Meinking served as the temporary Chair of the Meeting of the 2016 CBA Board. His first order of business was to welcome to new board members:

Ms. Kay Mulford  
Mr. Barry Wauligman  
Mr. Dan Koppenhafer

John provided Kay and Barry with new name tags identifying them as members of the CBA Board. Dan will receive his name tag at the next Board meeting. The entire Board welcomed Kay and Barry, expressing appreciation for their love of the game and their willingness to work to improve the CBA.

### Election of New Officers

Mr. John Meinking then requested nominations for the positions of President, Vice-President, Secretary, and Treasurer. After nominations were received and voted upon, the following individuals were elected unanimously:

President:	John Meinking
Vice-President:	Steve Moese
Secretary:	Tom Mess
Treasurer:	Pam Campbell

### Feedback from the Membership Meeting

John reviewed the Annual Membership Meeting that took place at the CBC on December 15. A total of 36 CBA members attended the meeting. The meeting was excellent, with the CBA members asking many questions and providing feedback. John had requested feedback on the potential improvements to the Cooper Road facility if the CBA renews its lease. The members provided verbal feedback as well as a listing on index cards on the top three priorities for the improvements. John passed the index cards to the other Board members for their review as well.

The Board agreed that the Annual Membership Meeting was very successful. The Board will review when the next Annual Membership Meeting should be held, but the CBA's By-Laws require that the Meeting be held during the months of October, November, or December. The intent is to schedule a meeting that would maximize the number of CBA members attending.

#### Proposed Lease Extension of the CBC at Cooper Road

Robert Brown is continuing to discuss the lease extension with the building owner. One or two other buildings were suggested as possible alternatives, although the Board generally acknowledged that the current lease extension is financially attractive. Nonetheless, Board members will continue to explore other alternatives before a final decision is made. The current expires in February 2017 so there is still time to consider alternatives.

#### Email to CBA Membership

The Board agreed to provide an email to the CBA membership as soon as possible to advise members:

- The membership of the new Board and the elected Officers
- The Winter STaC schedule
- About the start of Mike Lipp's Wednesday Open Duplicate game on January 6

#### Board of Directors Next Meeting

The Board agreed to meet at the CBC on January 2, 2016 at 10:00 a.m. for a 2016 Planning & Strategy Meeting.

The Meeting was adjourned at approximately 6:45 p.m.

Tom Mess  
CBA Secretary