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2018 CBA Board Meeting Minutes – May 17, 2018

The meeting was called to order at 5:00 P.M. In attendance were Barry Wauligman, Tom Mess, Elaine Jarchow, Steve Messinger, Steve Moese, Dan Koppenhafer, Pam Campbell, and John Meinking. Nalin Mehta joined the meeting via phone. Also in attendance were Mike Lipp and Kay Mulford.

Review and approve minutes to April 26th Meeting

The minutes of the April 26th meeting were unanimously adopted, as amended. Per our standard procedures, the minutes will be posted on the CBA website.

Affirmation of wireless microphone purchase

The Board unanimously affirmed the purchase of the wireless microphone, which was previously agreed to through an exchange of emails. The cost of the wireless microphone system was approximately \$200.

Conflict of Interest policy update

The Board reviewed the draft Conflict of Interest Policy that was previously circulated to the Trustees. Steve Moese and Tom Mess made a presentation to the Board Members, explaining that the Conflict of Interest Policy was for compliance with the requirements of a non-profit organization under IRC §501(c). Included in the Policy is an annual certification and disclosure form for the Trustees to disclose any potential financial conflict of interest or certify that the Trustee has nothing to report. After discussion, a motion by Dan Koppenhafer and seconded by Elaine Jarchow to adopt the Conflict of Interest Policy, as amended, was approved unanimously.

CBC renovations for 2018.

Barry Wauligman and Pam Campbell reported on the renovations scheduled for the CBC during the Cincinnati Regional. JP Flooring, who will be replacing the carpeting, after inspecting the directors' desk, determined that JP Flooring would not take responsibility for removing the desk. Mike Burns, after inspecting the desk, volunteered to remove and replace the desk after the carpeting was finished. Pam and Barry were looking for volunteers to box up material prior to JP Flooring removing the current carpeting on June 12.

Tuesday night game

There was discussion on the continued use of Pianola for the Tuesday PM game. The Board wanted more information on whether the Pianola analytics could be turned off by individual players without turning off other Pianola features, such as targeted emails sharing relevant information for members and aid in finding partners. The Trustees asked Steve Messinger to prepare and distribute a simple survey form to Tuesday PM players to find out if they liked the Pianola analytics, disliked the analytics, or did not care.

Rescind Vote for board member free plays

There was a brief discussion on whether the Board should rescind its decision to award Board members who did not otherwise receive free plays due to their roles within the CBA with a

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minimal number of free plays (6 per Trustee). The general consensus was that the Board should review its entire compensation structure for all roles to verify that the structure is reasonable. The process for reviewing the compensation structure will be discussed at a later meeting.

Longest Day

The week of June 17-June 24 has been designated as the week for clubs to hold the Longest Day games for the support of the Alzheimer Association. The Board needed clarification on what games can be held at the CBC for the Longest Day. Mike Lipp said he would contact ACBL member services for more information. Regardless of the information from ACBL member services, on motion by Steve Messinger and seconded by Tom Mess, the Board unanimously agreed to donate \$500 to the local chapter of the Alzheimer's Association.

Regional Update

No report other than the Regional is on track.

Q1 Financial Update

Pam Campbell reviewed the Q1 financial statements. Investment portfolio lost \$135.37 for Q1 due to a timing issue on when dividends could be posted. Q2 booked a gain of \$1,000 thru 5/11. Due to the size of investment returns, we can no longer use the "EZ" forms with the IRS. Pam is using H&R block to complete the corporate tax return for 2018. Cost expected to be around \$200. CBA will pay taxes on investment income.

Office 365

The computer on the Directors' desk has Office 365 installed for free since CBA is a non-profit. The Board did not have time to discuss if other CBA computers should have Office 365 installed at a cost of \$3.00/computer/month.

Adjournment

There being no further business, the meeting was adjourned at 6:20 P.M.

Tom Mess, Secretary Unit 124