

Unit 547 Board of Directors Meeting Minutes
Tuesday, November 18, 2025
Temple Beth Torah

Board Members Present: Bunny Raymond, Suzanne Brenner, Gerri Knilans, Gary Ansok, Craig Kavin and Jim Wall.

Absent: Raeann Koerner and Kay Mendel

Guest: Susan Lang

The meeting was called to order by Bunny Raymond at 11:04 a.m.

Old/Continuing Business

Approval of Minutes - A motion was made by Gerri Knilans to approve the minutes from October 7, 2025 and 2nd by Jim Wall, M/S/A.

Treasurer's Report

Prior to our meeting Kay had sent her report to the board. In summary:

Sheet 1: Monthly Income and Expense

We had a net gain of \$617.

The gain of \$617 was partly due to a low ACBL cost (we had only one fund game in September) and due to delayed reimbursement of snack expenses due to vacation schedules

Sheet 2: TBT detail:

We had a net gain for the month of \$8.

A motion was made to accept the Treasurer Report by Suzanne Brenner, and 2nd by Bunny Raymond, M/S/A.

Director Liaison Report (Gary)

- \$100 payments to Chris and Gary - Gary has passed the test to become a Local Sectional Director. This allows him to direct a tournament with up to 25 tables or act as an assistant for a larger tournament. Chris is still in the process of completing this project.
- Recruitment of New Directors - no new information at this time.

Gary will be directing for Stan at this time due to health reasons. Gary will keep in touch with Stan to ensure that we have necessary coverage.

Club Operations & Management (Jim Wall)

Prior to the meeting Jim sent to the board:

- Most recent Attendance Report
- Unit 547 In and Out Report
- On-line Club Sanction Renewal

Sanction fees for 2026: \$60 for our three days we play (Tuesday, Wednesday, and Thursday). If we decide to pay for a Saturday sanction that total would go up to \$80. If we decide to do Sunday, rather than Saturday, that would be \$80 as well. And if we decide to pay for both a Saturday and Sunday sanction, the total would be \$100.

Jim discussed the Drop Box associated with our account and that it is getting full. He received approval from the board to delete items that are in excess of two years old (sanction numbers, calendars, attendance reports, etc) and Gary will assist with the clean-up for the Director's side of the Drop Box.

Jim shared the need for someone to coordinate/set-up on Tuesday, December 2nd. Susan Lang offered to ask for assistance from the Tuesday group that comes early for Don Klein's class.

The club calendar was reviewed:

Early start game- December 17th - 12:00pm

Dec. 18th our Holiday Potluck, start time 11:30 - pot luck, main dish supplied by the club. The board agreed that whoever is in charge of the event has the discretion to select the main dish to serve, knowing that any individual in charge is cognizant of our budgetary parameters.

No games on Dec. 24, 25, 31 and Jan. 1, 2026.

Plan to have a Team Game on a Tuesday in January, with Gary directing.

Sunday Game (Raeann)

Tabled until the next meeting. It was suggested that we poll our membership at games to determine their interest. The board is still very interested in the possibility of a game to be held in Camarillo and hope that could be pursued actively. We had understood that this was a possibility and had previously voted to proceed for a 3 month trial at the Camarillo Recreation area, even at a potential loss to determine if we could gain the attendance we hoped for.

501(3)C - What does it take?

Tabled until our next meeting.

Nominating Committee - Bunny

Bunny does have a committee formed - herself, Rosemary Reitz and Joy Kobayashi. She plans to have a slate prepared to present at our next meeting.

The board discussed if there any particular positions - current or new - that we would like to potentially fill. Those suggested were:

New member welcoming committee

Membership

Educational Chair

Publicity

Hospitality

Report on the Ventura Halloween Regional (Mark & Raeann)

Tabled for our next meeting

New Business

Theme Games

New Year Glitter Game to be held on January 7, 2026

St. Patrick's Day Game to be held on March 17, 2026

The board selected January 28, 2026 for the Annual Meeting to begin at 11:30am. The club will provide lunch that day.

In addition, members will be asked to wear any shirt or hat won at a tournament from any year to be a part of group photo.

Review board meeting duties

It was agreed that a separate meeting would be beneficial to provide adequate time for discussion. It was agreed that the ACBL job responsibilities list, our current By-Laws, and any other pertinent information should be brought to the meeting.

We agreed to meet on Tuesday, February 3rd either at Bunny's home in Ventura, or at Suzanne's home in Camarillo. Start time was not

determined. Raeann was not at the meeting, so we need to confirm her availability.

Edgar violational by two members of the club

Craig provided insight into how Edgar works and the process followed by ACBL, and an individual club's options as well. Gary, as the person in charge of the directors, will be responsible to ensure that all policies are followed.

Gerri agreed to investigate what is involved with fulfilling our responsibilities for the monthly district newsletter.

Bridge Member suspension

There was a member that behaved in a manner that required Raeann and Craig to meet to discuss with the player. The player agreed that their behavior was inappropriate and agreed to a two week suspension as a consequence. The board discussed and agreed that Raeann should send the member a letter confirming what had occurred and reminding said member that if an incident occurred again, that there would be a more severe consequence in the future.

Challenges for 2026

Tabled, but it was discussed that this was another topic to cover at our special meeting planned for February 2026.

Celebrating November Birthdays

We will celebrate on November 25, 2025. Sue is planning to bring the cake.

December board meeting date

Planned for December 16, 2025 at 11:00am.

Annual Meeting Date

To be held January 28, 2026 at 11:30am

Next meeting

Will be held on Dec. 16, 2025.

Bunny Raymond, Vice President, adjourned the meeting at 12:13 p.m.

Respectfully submitted by Suzanne Brenner, Secretary.

Announcements should include:

Early start on December 17 - 12:00pm

Holiday Pot-luck lunch on Dec 18th at 11:30am

Sign ups for December birthdays

January Team game - when we know that date, start game at 12:00