

WDBC Minutes of September 4, 2018

Present: Wendy Mohamed, Susan Fair, Linda Cox, Nigel Arding, Janet Billon, Margaret Churchill, Susan Metcalf, Gayle Forestell, Rene Thiry

Absent: Ann Haight

Meeting brought to order at 11:25 am

1. A correction/clarification to the minutes from June 19 - For the 0-20 game, the Director will receive \$10 per table to a maximum of \$50

2. Christmas Party Wine Order - Council was asked if wine should be ordered for the Christmas Party. All agreed. Wendy will approach Dave Taylor about preparing it.

Turkeys & Hams - Rene will purchase 2 large (about 20 pounds each) and 2 large hams and keep them in her freezer until required. Susan Fair will purchase one turkey.

3. a) It was agreed we need a Club Ambassador; Gayle Forestell agreed to take on this task. She will greet new members and send cards to members when required. A Coffee Coordinator will fall under the Social Director's responsibilities which will be added to the Council.

b) Our member at large, Susan Metcalf, has been looking after purchasing/projects for us. She will continue in this role assisting Nigel with the present survey task. She also has purchased logoed pencils for our special game on September 18. Council viewed the pencils and viewed the handout of the history of our Club which will be distributed at this game.

c) Partnerships - Should we try online again? Margaret Churchill will continue in her current role of coordinating partnerships by telephone. Nigel will also prepare the website to handle partnerships for members. It will be determined whether this is viable after a reasonable amount of time.

d) It is suggested that we have only one Member at Large on the next Council.

4. September 18 game - 80 copies of the Club history will be distributed at the game. All members will receive pencils. Members will be invited to come at 12:30. A cake will be served, Wendy will bring hummus and pita crackers. Nigel will send out a broadcast e-mail reminding members of this game.

5. Survey - Nigel reports that it is ready. Susan condensed the 13 questions into 10. It will go out through "Survey Monkey" later this week, and the results will be tallied later this month. The results are to determine future directions for our club. An e-mail will be sent out as a forewarning to members to watch for it.

In summary, he will include in the e-mail information about the AGM, the survey, advertise the September 18 special game, and inform members of the Erin Berry Rookie/Master game to be held on October 25, 2018. For those without email, copies of the survey and information will be made and delivered to those members.

6. Treasurer's Report - As of October 15 we had \$5900.00 and a profit of \$3000.00 YTD. An audit will be performed by Murray Marchant as of the August 31, 2018 balance. Our year end is September 30, but both Susan and Murray will be away and so it will be completed a month early.

7. Council Positions for AGM: It was determined that there will be 8 positions available. We will add a Social Director as a position.

8. There is the possibility that there will be an election. Wendy has prepared ballots and there is space for additional candidates that can be added.

9. AGM Agenda: Wendy has prepared an AGM agenda. The AGM is October 4 at 11:00 AM. The agenda will be posted or circulated 2 weeks prior to the AGM. Anyone wishing to have additional items added to the agenda should submit them for the AGM by September 11 or well before the meeting. Any new motions from the floor will only be addressed if there is time. All Council members are requested to provide written reports so that they can easily be compiled for the minutes. Lunch will be provided. Susan Metcalf offered to purchase the sandwiches and veggie tray etc for the lunch. Others are asked to bring loaves, squares, cookies etc.

10. Audit - Murray Marchant will continue to review our books as long as Susan Fair is the Treasurer, as they are kept so meticulously and are easily reviewed.

11. Since Susan will again have to be voted in at the AGM again, it was discussed that anyone taking over this position will have to have some bookkeeping experience. We are now dealing with significant money transactions and we have a responsibility to our members to ensure that anyone assuming this position in the future can use accepted accounting practices and knowledge of our accounting program.

New Business:

Council viewed some material that Susan M. brought with our Club's logo; a mug, a t-shirt for prizes and labels that can be used in various ways.

Mentoring program should be discussed with the new Council.

Meeting adjourned at 12:40