

Canadian Bridge Federation – Board of Directors Meeting

Date: September 8, 2025

Time: 8:00 PM ET

Location: Online Meeting (Zoom)

MEETING TYPE: Regular

MINUTES TYPE: Proposed

I. Call to Order

The meeting was called to order at 8:06 pm.

II. Roll Call

	T Board Member	Title	Status
SB	Shelley Burns	President, Director Zone VI	Present
AC	Allan Callard	Director - Zone I	Present
DH	Deb Harper	Director - Zone II	Present
TD	Terry Du	Director - Zone III	Present
MB	Marielle Decelles-Brentnall	Director - Zone IV	Absent
LM	Lois Matton	Director - Zone V	Present
GG	Ginger Grant	Director at Large	Absent
MH	Mike Hargreaves	Director at Large	Absent
CK	Catherine Kinsella	Executive Administrator	Present
SX	Sheila Xu	Treasurer	Present
SO	Sondra B	Exec Admin in Training	Present
LM	Louise Mascolo	Webmaster	Present

III. Approval of August 11, 2025 Board Meeting Minutes

Motion 25-47: To accept the minutes of the August 11, 2025 Board Meeting.

Proposed by: Terry Du

Seconded by: Allan Callard

Ayes: 5

Carried unanimously

IV. Current Events

WBF Fees Unresolved:

- WBF fees are \$1.25 per member (Based on Canadian members of the ACBL)
- WBF demanding payment for 2024 and 2025
- Action: Shelley to work with ACBL and WBF to reach an agreement.

Executive Administrator Transition Plan:

- Progress update from Catherine and Sondra on training and task transition.
- Documentation of monthly and event duties ongoing

Accounting and Finance Update:

- Pre-approval of expenditures process discussed
- Finalizing contracts
- Cost saving initiatives discussed (stripe / cbf magazine)

CBF Charitable Fund

- Website update required: Charities and Grants page.
- Action: Louise requires a list of donations since 2021 so that the information can be posted on the website

2024 Review by External Accountant:

- Review complete and posted on the website.
- Need to add potential liability (WBF) for 2024 and 2025

Upcoming Events:

- 2025–26 Team League moving ahead with the new structure.
 - CNTC and COPC club qualification dates posted on website.
 - COPC qualifier games to move to RealBridge.
 - Conditions of Contest for CBCs to be finalized and posted.
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V. Subcommittee Reports

Maple Leaf RealBridge Games

- Action: Allan to follow-up with players who are unsure if they are CBF members
- ML Bridge Club membership offer denied — wait and see.

Fundraiser (Feb. 23, 2026)

- Game to be held at 1:00PM ET - so that CBF can include European players
- “Package” for professionals <buy it now> to be sold in December

Sustainability Fee

- Allan sent out a draft by email to the board
- Action: Allan to move ahead and contact Darlene Scott re: Toronto Bridge Regional (January).

Website / Membee

- Unable to use Membee membership module; many tasks must be done manually.
- Action: Sondra to speak with David regarding alternative options and or work arounds.
- Website update to be addressed for the short to interim future.

2027 Championships

- Toronto confirmed as host; regional dates March 23–28.
 - Other alternatives to be discussed at a later meeting.
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VI. Communications

- Email to members: revised AGM date, team league registration. - CK already done
 - Email to clubs: COPC club sanction registration in process
 - Erin Berry Rookie/Master event. - CK and SoB will do next week
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VII. WBF

- Junior World Report - Update Terry
 - Weekly practice starting in new year
 - ACBL did not send funding this year for the juniors
 - Action: Terry to work with Catherine for financial report for ACBL
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VIII. 2025 AGM – Final Preparation

- AGM scheduled for Tuesday, Sept. 16, 7:30 PM ET.
 - Zoom link and notice sent to membership (CK).
 - All reference documents have been posted on the website
 - People must sign in with their full names
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IX. Adjournment

Motion 25-48: To adjourn the meeting.

Proposed by: [Allan Callard](#)

Seconded by: [Deb Harper](#)

Carried.

Meeting adjourned at 10:43 PM ET.

Next Meeting: October 20, 2025