

Canadian Bridge Federation
LA FÉDÉRATION CANADIENNE DE BRIDGE

99 Ellis Avenue

Nobleton, On L0G 1N0

Telephone: 416-903-4009

Email Address: canbridge4009@gmail.com

Website: cbf.ca

Board of Directors

Regular Meeting Minutes

Date: May 7 - 8, 2023.

Time: 8:30 am to 5:30 pm

Location: Crown Plaza Hotel

5685 Falls Avenue, Niagara Falls, On L2E 6W7

MEETING TYPE:	<input checked="" type="radio"/> Regular	<input type="radio"/> Special
MINUTES TYPE:	<input type="radio"/> Proposed	<input checked="" type="radio"/> Approved

I. Call To Order

The meeting was called to order at 8:30 am.

II. Roll Call

Board Member Attendance:

Kathie Macnab	KM	President	<input checked="" type="radio"/> Present	<input type="radio"/> Absent
Shelley Burns	SB	Vice-President	<input checked="" type="radio"/> Present	<input type="radio"/> Absent
Ina Demme	ID	Secretary	<input checked="" type="radio"/> Present	<input type="radio"/> Absent
Cathy Walsh	CW	Treasurer	<input checked="" type="radio"/> Present	<input type="radio"/> Absent
Nicholas Gartaganis	NG	Director	<input checked="" type="radio"/> Present	<input type="radio"/> Absent
Howard Huynh	HH	Director	<input checked="" type="radio"/> Present	<input type="radio"/> Absent
Freddie Mykytyshyn	FM	Director	<input checked="" type="radio"/> Present	<input type="radio"/> Absent
Stephen Laufer	SL	Director	<input checked="" type="radio"/> Present	<input type="radio"/> Absent

Other Attendees: Catherine Kinsella, Louise Mascolo ...were also in attendance. The following special guests were invited to attend: Andy Stark Zoom 2:30 p.m. Sunday, Jonathan Steinberg Zoom 10:00 a.m. Monday, Nader Hanna 4:30 p.m. Monday.

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III. Approval of Agenda

Motion 23-01: N. Gartaganis

Second: K. Macnab

Ayes: 6 Nays: 0 **Carried**

IV. Administrative Matters

1. Confirmation of Zone Directors

- Howie Huynh confirmed as Zone II Director for the remainder of the Term of January 1, 2022 – December 31, 2024
- Upcoming/current elections – Zone III, Zone VI
- Shelley confirmed her intention to run again; Stephen is undecided.

2. 2022/23 Motions circulated via email – deadline for review and voting **May 27, 2023**

3. AGM Arrangements

- Quorum requirements – 3 zones, 7 people
- Financials and 2022 AGM Minutes posted on website and hard copies will be available
- 2023 budget will not be presented or discussed.

4. Reports

- Rookie-Master
 - i. Hand analysis sent out electronically to clubs – Savings \$3000 postage
 - ii. Mixed experiences reported. F2F clubs have reduced attendance.
 - iii. Certificates to be mailed to club winners.
 - iv. Plaques 2/zone and 2 Canada wide – maintain current model / revisit if financials change
- Office Report
 - i. Transition plan initiated – emails, ACBL, member overview
 - ii. Document CBF annual cycle as training tool (**I.Demme/C.Kinsella**)
- International Report
 - i. Nader Hanna is our representative on the WBF until 2026
 - 1. Year 1 – 2023 World Team Championships (Zonal) 2 US, 1 Can/Mex
 - 2. Year 2 – 2024 World Bridge Games (Olympic) – Every country represented
 - 3. Year 3 – 2025 World Team Championships (Zonal) 2 US, 1 Can/Mex
 - 4. Year 4 – 2026 Transnational – no country restriction for team formation

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- ii. Can/Mexico playoff scheduled for early June online
- iii. Mexico is considering joining the Caribbean Zone (If they are successful in their move a playoff will not be required in future years.)
- iv. CBF to request update annually from Nader to remain current on international events/issues
- v. ACBL transferred funds to NABF to pay the CBF's WBF membership fees. Further investigation and clarity required.
- vi. CBF currently covers entry fee, uniforms and some travel subsidy as outlined in the CoC – We should look to improve our support.

5. Election of Officers

- Nomination for President: Kathie Macnab
 - i. Motion: S. Laufer 2nd: N. Gartaganis Carried
- Nomination for Vice President: S. Burns
 - i. Motion: K. Macnab 2nd: H. Huynh Carried
- Nomination for Treasurer: Cathy Walsh
 - i. Motion: S. Laufer 2nd: S. Burns Carried
- Nomination for Executive Assistant: Catherine Kinsella
 - i. Motion: F. Mykytyshyn 2nd: S. Burns Carried

Note: K. Macnab stated she will be away from Feb. to May 2024. N. Gartaganis agreed to chair board meetings. Target is to keep them to a maximum of 1 hour. Committee reports with recommendations to be provided prior to meetings to focus discussions and stay on task.

6. Committees/Responsibilities

- Canadian Bridge Championships Site Zone Director to work with CK
- National Event Coordinator Board Liaison: K. Macnab
- Publications – Bridge Canada Editor: Neil Kimelman
- International Events & Mexico N. Gartaganis, Nadar Hanna (WBF)
- Francophone Services L. Mascolo
- Junior Development Andy Stark
 - i. Committee: A. Stark, S. Laufer, I. Demme, C. Walsh, C. Kinsella
- Trophies
 - i. **C.Kinsella** to review and make recommendations to the board Dec. **2023**
 - 1. Update, repair, dispose, permanent display
- Website Content: I.D. / C.K. / L.M.
- Investment & Finance Committee: C.W. / N.G. / F.M.
- Disciplinary Committee: Paul Cronin (chair), Francine Cimon, Nicholas Krnjevic, Jim McAvoy, Bob Todd
 - i. Contact current standing members to see if they are still willing to serve **C.Kinsella Sept. 2023**

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- Appeals Committee: Should not include CBF Board member
 - i. **S. Laufer** to review structure, procedure etc. and report back to board **Sept.2023**
- Advisory Committee: Bob Todd, Brenda Bryant, Michael Roche, Nick L'Ecuyer, Julie Smith
 - i. K. Macnab will be liaison
- Recorder: Tony Reus
 - i. Complaints get recorded and forwarded to the Disciplinary Committee
 - ii. Confirm that he will remain as recorder **C.Kinsella Sept. 2023**
- Erin Berry Subsidy Committee: S.L. / C.W. / I.D. / C.K.
 - i. Reviews applications for funding grants for juniors under 18 years old

7. Assignments

- Translations L.Mascolo
- Director Meetings C. Kinsella
 - i. First Monday of the Month – Zoom 7:00 pm est
- CBF Regional C. Kinsella
 - i. Potential to hold at another time during the year or “sell” to unit to run
- Conditions of Contest C. Kinsella, I. Demme, N. Gartaganis
 - i. To be reviewed annually and updated as required
- Hall of Fame Katie Thorpe chaired committee
 - i. Honorarium of \$300 traditionally paid to chair
 - ii. No CBF board member should be on this committee, but is required by the HoF operating procedures. (Review of procedures required.)
- Uniforms I. Demme/ C. Kinsella
 - i. We have a stock of shirts that we will try to use this year
 - ii. Junior uniform budget is \$1500 – 2/3 t shirts and a hoodie
 - iii. Look into Sponsorship possibilities **F. Mykytyshyn**

V. Financial Matters

- Treasurer's Report
 - Significant combined losses in General Fund and International Fund
 - i. Loss of \$38,000 in investments (bad year in market)
 - ii. Strategy to preserve capital – move money to GIC @ 4.25% or best rate possible
 - Investment Account frozen until the Board of Directors are updated with FI
 - i. Require letters signed and copy of DL of all board members – complete

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Motion 23-02: F. Mykytyshyn **Move investment funds to GIC @ 4.00% (best rate)**

Second: S. Burns **(To be reviewed annually.)**

Ayes: 6 Nays: 0 **Carried**

Motion 23-03: N. Gartaganis **Approve 2022 Financials**

Second: S. Burns

Ayes: 6 Nays: 0 **Carried**

- Internal Financial Controls
 - Issue with cheques over \$5000 – by-laws require two signatures
 - i. Agreed that an email authorization by another signing officer on a cheque by cheque basis would meet intent of the by-law
 - Monthly Bank Reconciliations to be reviewed by **C. Kinsella**
- Review of CBC 2023 Budget
 - Budget assumptions were presented in advance of the meeting – no issues
 - A small loss of \$1755 is projected. (Many unknowns coming out of COVID.)
- Review of 2023-2024 Budget
 - Projecting a significant loss for 2023 (-\$68,000)
 - Budgeting process/review to be moved to November for the following year
 - Expenditures
 - i. Executive Assistant – one-time increase for 2023
 - ii. Insurance – Mandatory: No projected cuts
 - iii. AGM & Hall of Fame – not significant: No projected cuts
 - iv. CBF Magazine – currently produced 6 times a year: potential for savings
 - 1. Engage Neil to look for cost reduction opportunities
 - i.e. reduce to quarterly production, reduce content, etc. **K. Macnab**
 - v. Review line item costs for potential reduction, minimize discretionary spending
- Bridge Canada 2023-2024 Budget
 - Current costs are approximately \$4,000 per issue. (6 issues/year)
- CBF Revenue Sources
 - Increase CBF membership fee
 - i. Majority of our fees are paid through ACBL - 66% 1 year term
 - Advertising – Only Masterpoint Press in bridge magazine
 - Online Teams – very successful and profitable

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- STAC Games – currently not a revenue generator
- Tournaments – currently not a revenue generator, postpone CBF 2024 regional
- Sponsorships **F. Mykytyshyn** to investigate corp. sponsorship
N. Gartaganis to talk to Nicholas L'Ecuyer
- Government Grants Not a priority but worth a review. **HH** to investigate.

Motion 23-04: N. Gartaganis **Increase CBF fees to \$25/\$50/\$65 3 year**

Second: S. Burns

Ayes: 5

Nays: 1

F. Mykytyshyn

Carried

VI. Committee Report(s)

1. Junior Program

Update provided by Andy Stark

- Pandemic had a major impact on the junior program – need to rebuild
- U16 only had 6 participants
- U21 had 12 players – trial run on real bridge
 - Darwin Li and Olivia Laufer did not qualify (great potential)
- Emails sent to all juniors in the CBF database and notice to register for the trials was posted on the CBF website
- Mentoring sessions being held twice a week on-line with Brian (U21)
- Jr. online teams and Zoom sessions to carry on into the Fall
- Recommend NPCs: U21 Brian M. and U16 Michael Yang
 - NPC must provide a Vulnerable Sector Check prior to travel
 - Approval requested to send a U26 team (no trials held)
 - This would allow Darwin and Olivia to participate
- Honorarium of \$1000 traditionally paid to chair. **C. Walsh ASAP**

Motion 23-05: S. Laufer

Provide \$4000 of funding for U26 if balance is self-

funded

Second: S. Burns

(raise significant funds and commitment letters by June 1, 2023)

Ayes: 6

Nays: 0

Carried

2. ACBL Liaison

Jonathan Steinberg

- The ACBL will continue to fund the junior program - \$25,000 annually
 - **Jr. committee needs to submit an annual report to ACBL on program**
- Looking for support in getting access to Canadian players in ACBL database
 - ACBL currently only provides information on Can. who are CBF members
 - 16,000 Canadian ACBL members and only 4200 CBF members
- ACBL has agreed to provide free ad space in Bridge Bulletin
 - Finalize Content and submit **C. Kinsella / I. Demme Aug. 2023**
- ACBL should not be withholding \$10,000 for logistical support for international

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players. The funds were not slated to pay WBF memberships and therefore should not be at risk if the NABF pays our membership fees. (C. Walsh to provide details for Jonathan)

- Why can't CBF award gold points on events restricted to CBF members? Bridge cruises can award gold and their games are not open to all people on the ship.
- Jonathan suggested that we document any/all issues we would like discussed with ACBL and he will take it to their board meeting in Chicago

C.Kinsella / I. Demme June 2023

VII. Special Events

1. STACs

- Poor attendance post pandemic (F2F struggling at 50% attendance)
- Significant Administrative work – break even or very small profit
- ACBL is raising table fees so this will be less attractive or a money loser if we hold our table fees (look into making a “Royal STAC” to justify increased fees)
K. Macnab
- Very important for CBF visibility – ability to touch all Canadian bridge players

2. Alzheimer support game

Week of June 20, 2023

- Send email out to all Clubs explaining event **C. Kinsella / I. Demme ASAP**
- Have clubs provide information on extra money (above game fees) that they raise so we can have a complete Canadian picture
- Results to be published on the CBF website

3. On-line Monthly CBF Game

- Provided a great revenue stream during pandemic – it has died off in 2023
- Agreed to suspend the game until the Fall and reintroduce with a guest expert post-game hand analysis via Zoom **C. Kinsella / I. Demme**
- Need to send out game reminders the week before the game **C. Kinsella**

VIII. New Business

1. Crowne Plaza has given a \$500 voucher for a 2-night stay

- Could use as a raffle prize to generate income - too much work
- Use as a thank you gift for Stephen for all of his efforts
-

Motion 23-06: F. Mykytyshyn

Voucher to be given to S. Laufer

Second: H. Huynh

Ayes: 5

Nays: 1 (Stephen not sure)

Carried

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2. Marketing

- Update/review Brochures / Posters - highlight advantage to becoming member
- Contact ACBL Bulletin editor to see if they can promote the CBF **K. Macnab**
- Email Unit Presidents – provide electronic brochures for distribution at tournaments
- Update Membee database – send out membership renewal notifications
 - 50% of members < 300 MP, 75% of members < 1,000 MP
- Do we have website traffic statistics? **L. Mascolo**
- We tried social media marketing (5 months @ \$1000/month) previously
 - No concrete results
 - No money in the budget for any marketing

3. CNTC

- Priority is to determine location for 2024 - provide options for discussion
 - Ina to provide room requirements **ALL June 10, 2023**
- Hybrid model (RR on-line / Qtr./Semi/Final F2F) will continue
- Possibility to piggy back with existing Regional to reduce financial exposure
- Investigate non-hotels as possible playing sites (reduces costs)
- Are COPC and CIPC financially viable? Review events for 2024.

IX. Adjournment

Motion 23-07: K. Macnab Carried

Minutes Certification:

Proposed minutes respectfully submitted,

Catherine Kinsella
Board Secretary /Recording Secretary

June 19, 2023
Date

Approved by the Board of Directors on June 26, 2023.

Catherine Kinsella
Board Secretary

June 26, 2023
Date