

Unit 178 Policies

Note: This guidebook summarizes motions carried at previous board meetings. All decisions in these areas are subject to change by a vote of the sitting board of directors.

Charity Game

The board will solicit suggestions for a charity from the members. Preference will be given to members who will help promote the charity event. The charity must be a 501(c)3 (tax deductible donations). The unit will pay the director's fee as the club donates most of the entry fees.

Communications

Units 178 and 103 share the cost of the MN Bridge website, approximately \$800 per year.

Unit 178 alone pays the cost of a monthly email to MN ACBL members about upcoming events. No stipend is paid to the person who sends out the monthly message. If the ACBL email service (Pianola) is used, the ACBL maintains the email list.

Minutes of the board meetings will be posted at the Edina Senior Center and on the MN bridge blog, generally within three weeks of each meeting.

The unit president or his/her designee will send a letter of welcome to new unit members, either by USPS or email.

District 14 Business

Any unit 178 board member may attend a District 14 board meeting. For those meetings held outside the Twin Cities, three members will be designated as unit 178 representatives and will each receive \$100 for expenses.

Board members in attendance at District14 meetings will cast votes that reflect the opinion, if known, of the entire board. If the unit board's opinion is known to be split, the representatives will divide their votes accordingly.

Insurance

The ACBL maintains liability insurance for the board of directors. The unit maintains insurance on its properties. Units 178 and 103 share the cost of insuring the trailer with card tables.

Masterpoint Races

The unit will hold an Ace of Clubs and Mini-McKenney award ceremony and game each spring, in conjunction with unit 103, if desired. The unit may purchase the ACBL medallions, and the ACBL automatically sends out certificates for the first three winners in ten categories. The unit will pay game entry fees for first, second and third place winners in all categories in each race. The club will pay director fees.

In January or February of each year, the board president will compile a list of the top 100 master point holders in the unit. The president may also compile a list of the top 100 earners in the previous calendar year. Members who passed away during the previous calendar year are included in the lists for that year. These lists will be posted on the MN bridge blog.

Membership Lists

Board members may access ACBL membership lists only for bridge-related business. [REDACTED]

[REDACTED]

Properties

Charges for use of unit 178 boards and duplicating machine for events outside of unit 178:

Use of boards: \$7.50 per set of boards

Use of dealing machine: \$2.50 per set of boards

Operator fee: \$5.00 per set of boards made

Use of Bridge Mates: \$0.50 per machine per game when used

Directors using unit 178 equipment are responsible for the care and maintenance of the same. Damage or maintenance issues occurring during normal use must be reported promptly to the Board and the Treasurer.

Tournaments and Games

The unit is allowed any number of open and limited sectionals each year. The unit sponsors one or more sectionals and may permit clubs to sponsor sectionals. The sponsor is responsible for any financial gains or losses from each sectional.

The board allows chat bridge, lessons, and non-sanctioned games to occur at the same time as a unit sectional. A sanctioned game may not be held that conflicts with a sectional or regional tournament held within 50 miles. The Board may approve compensation to directors for games that are not held.

Steve Gaynor or his designee maintains and monitors the calendar of tournaments and special events in and around Minnesota.

ACBL Zero Tolerance policy regarding unethical and disruptive behavior applies in all sanctioned games.

A tournament chairperson, with assistance from other players, shall apply for ACBL sanction, establish a budget for the event, arrange a suitable venue, arrange for one or more directors, ensure robust promotion of the event to players in Minnesota and beyond, arrange appropriate hospitality/snacks, and take other appropriate actions to ensure a successful and enjoyable event. After the tournament is concluded, the chairperson will provide the board with a *written* report of tournament finances, player turnout, and any recommendations for improvement of future events.

When pair/team games are on the schedule, the director, to the best of his/her ability, will match "A" pairs with "C" pairs and "B" pairs with "B" pairs (helping to equalize the field). In addition, if there is a pair/team game in the open section and a non-life master section is run at the same time, both sections should run as pair/team.

Expense Reimbursement to Members

Members may claim reimbursement for bridge-related expenses incurred in performing actions approved by the board, including paper, printing, postage, email distribution fees, mileage (at IRS business rate) and other out-of-pocket costs. Members will not be reimbursed for time spent in such activities, except as provided herein.

Any proposed expenditures of \$500 or more must be presented as a written proposal for discussion at a meeting of the Board; if there are questions, the vote will occur at a subsequent meeting.

Unit Financial Support for Grand National Teams and North American Pair Finalists

GNT Finalist Support

Unit financial support for Unit 178 members representing the District in the GNT finals at a National shall be \$200, provided the member was part of the original team that qualified at the District finals. This amount will be awarded directly to individual members(s) after competing in the national event.

a) Treasurer shall make out checks to each qualified individual and forward them to the Executive Secretary.

b) The Executive Secretary shall issue a congratulatory letter on behalf of the GNT Coordinator or Unit President, as appropriate, to accompany the check.

c) The award letter and check shall be presented to each individual in an appropriate and timely manner or else immediately mailed to the individual member.

NAP Finalist Support

Unit financial support for Unit 178 members representing the District in the NAP finals at a National shall be \$200. This amount will be awarded directly to individual members(s) after completing in the national event.

a) Treasurer shall make out checks to each qualified individual and forward them to the Executive Secretary.

b) The Executive Secretary shall issue a congratulatory letter on behalf of the NAP Coordinator or Unit President to accompany the check.

c) The award letter and check shall be presented to each individual in an appropriate and timely manner or else immediately mailed to the individual member.

Adopted February 20, 2025