

**Board of Directors Minutes
Tennessee Bridge Association, Unit 144
April 17, 2010**

BOARD MEMBERS PRESENT

Don Paterson – President	Lil Zisook
Judy Knox- Secretary	Cecile Skaggs
Susan Frazee – Treasurer	Larry Alexander
	Henry Francis

NON – BOARD MEMBERS PRESENT

**Jeff Johnston – NABC Tournament Coordinator for ACBL
Steve Hodorowski – Paris Landing/NateS. Tourn. Chair**

BOARD MEMBERS ABSENT

**Mike Staunton
Jan Dacus
Donna Touliatos- Vice President**

UNIT 144 BUSINESS

The meeting was called to order by Don Paterson, Unit 144 President at 11:00 am at the M. A. Lightman Bridge Club. This meeting was held to discuss Unit 144's role in the upcoming NABC Tournament that is scheduled to take place in March, 2012. Jeff Johnston from ACBL headquarters was present to answer our questions and discuss the role of Unit 144 in planning and running the National Tournament in 2012. The following information was given to us by Jeff.

Jeff stated that he has scheduled and planned 48 National Tournaments during the course of his career with ACBL. He has scheduled the Cook Convention Center and all necessary hotels for the 2012 NABC in Memphis. The following things are needed from Unit 144:

1. A Partnership Chairperson
2. Registration desk volunteers
3. A caddy chairperson
4. Registration gifts – ACBL will order these
5. Jeff will guarantee the Unit 10,000 tables and pay us \$10 per table to handle operating expenses, registration gifts and entertainment.
6. Someone asked if there is a need for a Tournament Treasurer to be provided by the Unit. Jeff said "Yes", but all bills should be funneled through Jeff.
7. The unit is responsible for providing entertainment each evening. This should be a one-time performance per night.
8. There will be a room reserved at the Cook Convention Center for Entertainment.
9. Wendy Sullivan is Jeff's assistant. She loves to do the entertainment and the dinners. We can call on her to help us in any of these areas.
10. Judy suggested getting a D.J. Don suggested that we approach STAX academy for entertainment.
11. ACBL takes care of guest speakers. Usually they are Novice speakers.
12. Jeff said that they always ask the local Unit about places they want to go for the Volunteer dinners.
13. Someone asked if we are required to sponsor any games? No one is required to sponsor any games. If someone wants to sponsor a side game, they would pay \$50 to put their name on a game.
14. What about some of the big companies here in Memphis? Should we solicit them to sponsor any side games? Jeff said that we could do this if we wanted to, but it usually doesn't work out unless one of the CEOs or their wives play bridge. Unless you have an inside track with one of the big companies we shouldn't count on that to happen.
15. Cecile Skaggs asked if he could send us a daily program from the last National? He said he would send us the Washington program and the upcoming one from New Orleans.
16. We need a restaurant guide and souvenir program. They can put this together for us through the Memphis Tourism & Visitors Bureau.
17. Will the Cook Convention Center put coffee out and have it available all day? Yes, they will have a full snack bar and it will be open all day long.
18. A tournament chairperson is needed to be provided by the Unit. This person serves as the main point of contact for Jeff and Wendy. Some Tournament Chairs serve basically in name only and as a contact point.

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Wendy Sullivan is the “ask me “ girl. She fields criticism. This is usually taken care of before any of the meetings take place. The Tournament Chair has to coordinate how many boards we want to play and the time and the schedule, etc.

Don asked if we can appoint sub-committees. Jeff said that we could.

We can put together a Skit for the entertainment if we want to. There was a lot of discussion regarding skits that had been done in prior Nationals.

We need volunteer chairpersons to schedule the helpers. Jeff asked if we all got the Electronic booklet regarding the duties of the Tournament Chair. Don said that we have it. He emailed it to everybody.

Jeff stated that we will use ACBL headquarters staff to help the volunteer person to fill their spots. We can use the non-bridge players to man the registration desk. ACBL workers who volunteer to work in the Tournament will receive the day off with pay, etc.

Cecile asked how many people we need for the reg. desk? Jeff said 6 people at a time for each time slot was needed.

Henry Francis said the Partnership Committee is the most important. Jeff said he agrees, but they do not give the partnership desk any guidance. The partnership committee has to decide how to handle it on their own.

ACBL takes care of the daily newsletter every day for the Tournament.

Everything funnels through Jeff and Wendy.

Every one agreed that it doesn't seem like it will be as difficult a task for the Unit as we had originally thought.

Time frame asked by Don? To do Justice to the NABC in Memphis? Latest you will need names of Chairpersons? About 1 year before the tournament, we go to the local city and meet with the Hotels, the Convention Center,etc. There are numerous Tournaments that have done well and they did nothing before that 1 year.

Don asked if Aug. or Sept. would be plenty of time to submit the volunteer chairperson? Yes. ACBL has booked the hotels and the Convention Center. The Unit needs to start getting volunteers. ACBL will publish the first flyer about 1 year before the Tournament. June 1, 2011 is the drop dead date for the Unit to get all the Volunteer Chairmen and the schedules all in place.

Everyone agreed that it all sounds manageable now. Jeff said they(ACBL) are there to take the blame and you all(Unit 144) will take the glory. They will give us \$5.00 or \$10.00 off instead of a free play for volunteers who work on the registration and partnership desks.

Everyone thanked Jeff for coming to talk to us. It does not seem like such a daunting task as it did seem before. Since there were no other topics to discuss, the meeting was adjourned by Don Paterson.

Respectfully submitted,

Judy Knox,
Unit 144 Secretary