

DISCUSSION ITEM

Date: October 24, 2021

Submitted by: Dennis Carman

Committee: Bridge

Purpose: To Discuss Robot play on BBO with the intent to suggest change to BBO of current practice.

DI213-BR01: Robot Play on BBO

Discuss the use of robots in Virtual club games to determine if changes need to be made to our current policy of allowing unlimited use at the club's discretion.

DISCUSSION ITEM

Date: October 23, 2021

Submitted by: Mike Kovacich, Chair, Work Study Group for Operating Guidelines for Management.

Committee: Bridge

DI213-BR02: Change in Procedure as to which items come before the BOD

Our work study group was to come up with ideas to transfer additional tasks presently performed by the board to management. With all that's been going on with the board we have not met that frequently but did have one idea that we discussed that we think has merit for consideration by the board and is offered for discussion.

At the present time any proposals made by the master point committee or competitions and conventions committee requires a motion for consideration by the full board. Many of these items are minor and really don't need to be acted on by the full board. It is suggested that we consider changing the procedure so that if the relevant committee is unanimous in its recommendation and then further votes unanimously that it is a minor matter, that it be sent directly to management. If Management has no objection, it would then be considered adopted. Even if they are in favor, members of the committee would be encouraged to vote that an item is a major issue if there's any doubt in their minds whether or not it is a major issue.

Minor issue would be items such as determining a fixed master point award for the recently established Canadian championship in which the same guidelines as previous Canadian and NABC events were used.

Discussion Item

Submitted by: Cuneo, Goodgold and Shoemaker **Date:** October 21, 2021

Assigned to Committee: Governance

DI213-GV01: Unit responsibilities, benefits, requirements

Discussion:

The Codification, Part 2—Bridge Operations, Chapter III—Administration, A. Units, has a number of Sections:

- Section 1—Unit Jurisdiction and Relationship to ACBL
- Section 2—Unit Requirements, Privileges and Responsibilities
- Section 3—Unit Formation, Boundary Change or Dissolution
- Section 4—Unit Games and Tournaments

Minor changes to Section 2 are being addressed by Governance in a motion to be discussed during our upcoming meetings in November.

Changes to Section 3 are being submitted by Management in a motion to be discussed during our upcoming meetings in November.

A Governance Work Group (GWC) was established a number of months ago and reviewed in depth many of the issues raised in all four sections, but concentrated its efforts primarily on Sections 1, 2, and 4. Based on Board input under this Discussion Item, this Work Group intends to submit formal motions for the Reno Spring NABC 2022 to incorporate agreed-upon suggestions to these sections.

A great deal of work has already been done by this WG in reorganizing and re-wording the content of Section 1, and the final motion submitted next spring will include coordination with Management to ensure all legal aspects are included.

Topics included primarily in Sections 2 and 4, on which we would like Board input include:

1. A review of what Units should be required to do, e.g.,
 - Run sectionals?
 - Run Grass Roots events?
 - Hold mentor games?
 - Conduct membership recruitment and retention?
 - Maintain a Unit website?
 - Other

2. What benefits a Unit should receive from the ACBL, e.g.,
 - Currently, a Unit receives 11% of the monies paid in dues by its Unit members, but no strings are attached as to how these monies are spent. Should these monies be allocated to the following:
 - Promote an interest in duplicate bridge by providing a continuous and attractive program of bridge events to supplement those offered by clubs with sanctioned games?
 - Promote the development and enrollment of bridge players as members of the ACBL?
 - Promote membership retention by sponsoring educational and other activities for newer players?
 - Encourage people to conduct ACBL-sanctioned club games within the Unit?
 - Actively communicate to members through the use of a Unit website and e-mail communications?
 - Other
3. Is 100 members the “right” number for the number of members required to form a Unit? *(This is currently stated in Section 3, but warrants discussion by the Board)*
4. What is the “right” number—if any—of members a Unit must retain in order to remain a viable Unit within the ACBL administrative structure? *(No number is currently stated in Section 3, but 50 members is being proposed as one of the changes included in the motion from Management for our November meetings, but this warrants discussion by the Board)*
5. Should requirements and benefits be the same regardless of Unit size?
6. Other

Discussion Item

Submitted by: Hennings and Shoemaker

Date: October 24, 2021

Assigned to Committee: Governance

DI213-GV02: A conversation about how the Board operates and communicates

Discussion:

This DI is being submitted to ensure that we start the discussion now about the operational processes and procedures that have stood us in good stead over the years and changes that might be needed to these processes. This conversation will provide an opportunity for input from all of us as to how we want to work as a Board.

We are not making decisions now for any future changes to the Codification, although that could be one outcome; rather, much of what we discuss and agree upon will be included in a “Board Member Handbook.” For example, an updated process has been described in the Handbook regarding Board communications using email—“reply all,” informational emails versus emails that require a reply, who sends what and when, how to designate emails as “Confidential,” and so forth. You will receive the revised Board Member Handbook within the next several weeks in time to review prior to discussion about it in Austin.

Another set of documents you will receive prior to Austin are two updated PowerPoint presentations that were developed and distributed last year: one on the rationale behind and implementation of the downsizing of the Board and the second from the Transition Task Force outlining the thoughts behind the activities in which a smaller Board could engage and those that could be taken on by Management, Advisory Council committees and task forces, or other Stakeholders. You can use these documents to inform your thinking about many issues that have to do with how we do and should operate as a Board. For example:

7. Committees have become increasingly adept at conducting their work in advance of NABCs. Given this, what should be the **primary topics** of discussion when we meet as a full Board at our three annual meetings?
8. A smaller Board needs to be more focused on the strategic concerns and fiscal status of the organization. Given this goal, what are your suggestions for **structuring** our full Board meetings, e.g., when should initial presentations by Management, Committee Chairs, and others be given; when should votes on specific motions be taken; how much time should be

allocated on-site for group discussions in lieu of individual committee meetings?

9. How do the new opportunities/tools that we now have at our disposal help us be more efficient?
10. What additional tools would you like to see, e.g., a document archive with key resources that you can access to review historical and recent decisions that are important to current decisions?
11. What should the role of a Special Meeting between NABCs be?
12. Based on the ability to call frequent Zoom meetings of the full Board, when should the Executive Committee be used instead? What decisions are you comfortable with an Executive Committee making, and what parameters are important for you to decide whether a Special Meeting or other all- Board meeting is needed (assuming timing for a decision by all is possible)? *(For your reference, the Executive Committee is mandated in our ACBL Bylaws in Article VII Committees, Section 7.2. It is also described in the Codification Part 1—Governance and Policy, Chapter IV—Board Procedures, D. Committees, Section 1.1. Changes to Section 1.1.4.1 are covered in a motion submitted for approval for our November meeting in Austin. Please take a look at both of these documents—available through the Resources tab on the MIM and on the ACBL website through “About ACBL,” Administration,” “Policies and Documents”—in formulating your opinion on this topic.)*
13. Other—your input welcome—and needed!

DISCUSSION ITEM

Submitted by: Margot Hennings

Date: October 14, 2021

Assigned to Committee: Governance

DI213-GV03: Motion Process

Discussion:

Submitting motions to “The Journal” is often viewed as a “mysterious” and complicated process by Board members. Over the years, the process has gotten more understandable, but still lacks transparency and clarity. With substantial input from Staff and Management, the below procedure and slightly modified forms are proposed. Board input is requested, and following discussion and agreement at our Austin meetings, there will be an Action Item to Management to implement the Journal Procedure:

Journal Procedure

A. Journal Item Request

- a. A Journal Item Request (JIR) is required for submitting Motions and Discussion Items (DIs).
- b. The deadline to submit a journal item is 30 days prior to a regular meeting. However, if this date falls on a Friday, then the due date of the Journal item is the following Monday at 8:00 a.m. CT.
- c. Board members and the Chair of the Advisory Council will be notified at least 30 days in advance of the Journal deadline when the deadline is.
- d. Motion makers (includes those who are submitting DIs—“motion makers” will be used generically to cover all requestors) are to complete the JIR (Exhibit A—generic sample), which is located on the MIM under the Resources tab and will be provided with the email providing notification of the Journal deadline. ALL FIELDS ARE REQUIRED.
- e. Motion makers are to email JIRs to the Administrative Coordinator.
- f. The Administrative Coordinator will send to the Corporate Secretary for review.
- g. If there are fields that are not completed, the Administrative Coordinator or Corporate Secretary will send the JIR back to you to request that you update and re-submit it prior to the deadline.

B. Committee Assignment (INTERNAL PROCESS)

- a. Upon acceptance of a JIR by the Corporate Secretary, the Administrative Coordinator emails this request to ACBL President (cc: Corporate Secretary) for committee assignment.
- b. The President sends the Administrative Coordinator the committee assignment.

- c. The Administrative Coordinator copies and pastes the relevant information from the JIR into the Motion Template (Exhibit B—sample for Finance) for that committee and adds the appropriate Item number (see C below) and title.
- d. The Administrative Coordinator emails the motion/DI to the Committee Chair for approval to accept for review by that Committee.
- e. It is the responsibility of the Committee Chair, prior to accepting a motion/DI for review by that committee, to ensure that the wording of the motion/DI is clear and that there is no obvious duplication or contradiction within the proposed motion.
- f. If the Committee Chair has changes to the motion/DI prior to accepting it for review, these changes are considered “friendly amendments” and may be accepted by the motion maker without showing them as additions or deletions to the original motion/DI.
- g. Staff assigned in support of a Committee and the Committee Chair are encouraged to work together on a JIR prior to its posting on the MIM to help reduce the number of edits and other small changes that might be needed once the motion/DI is under formal review.
- h. Once the motion maker and the Committee Chair have agreed on basic wording and format (the Committee Chair does not have to be in favor of the content of the JIR, but simply ensure that it is worded and formatted correctly), the Committee Chair sends written acceptance of the motion/DI.
- i. Upon receipt of Committee Chair acceptance of a JIR, the Administrative Coordinator places both the motion and the committee form (Exhibit C—sample for Finance) on the MIM and grants the Committee Chair edit access to the committee form.

C. Item Number Assignment

- a. After assignment to committee by the President of a motion/DI, the Administrative Coordinator will assign the appropriate Item number to the motion/DI and post the document on the MIM.
- b. Numbers for items assigned to a committee are assigned sequentially, in the order in which they are received.
- c. Per the Codification, the first two digits reflect the year of the meeting and the third digit reflects whether the meeting is being held in the Spring (1), Summer (2), or Fall (3). If the JIR is a motion, no further designation is needed.
- d. If the JIR is for a DI, those two letters will be placed in front of the year and meeting designators.
- e. Letters indicating to which committee the motion/DI is assigned will follow the numeric indicator—e.g., BR for Bridge, GV for Governance, BD for full Board. An example of all of the above is that the third motion assigned to Governance and accepted by the Governance Committee Chair for the November 2021 meeting in Austin is 213-GV03, and the first DI assigned to Bridge and accepted by the Bridge Committee Chair for the March 2022 meeting in Reno is DI221-BR01.

EXHIBIT A

JOURNAL ITEM REQUEST

(All fields below are required. Instructions and examples are given in *black italics* and are to be deleted prior to submitting the JIR)

Date:

Submitted by (*Can be more than one person or by the Committee Chair on behalf of the Committee*):

Input from Committee:

Purpose:

Item Type:

<input type="checkbox"/>	Discussion Item
<input type="checkbox"/>	Motion

Moved that (*Additions underlined black font; ~~deletions strikethrough red font~~; used only when submitting a motion, not needed for a DI*):

Note that the relevant sections of the Codification, Bylaws or CDR that are being changed must be included, and shall be referenced using the following examples as guidelines:

*Codification Part 1 – Governance and Policy, Chapter IV – Board Procedures, A. Meetings
CDR § 203
Bylaws § 1.1*

Effective date (*Please provide a date if possible; if “Immediately,” please specify if this is upon conclusion of the final Board meeting session prior to the tournament, or the end of the tournament. Used only when submitting a motion, not needed for a DI.*):

Estimated cost/savings (*N/A must be inserted if there are no applicable cost savings. Use when submitting a motion, ad, if applicable, for a DI.*):

Discussion (*Include historical background and rationale. Must be completed for both a motion and a DI.*):

EXHIBIT B
(Sample for Finance)

FINANCE COMMITTEE

Glasson (C), Lodge (VC)
Bertoni, Ellis, Moss, Munoz, Rowe

Staff: Dodson

Date:

Submitted by:

Input from Committee:

Purpose:

Item Type:

	Discussion Item
	Motion

Item 2XX-XX: (insert title)

Moved that:

Effective date:

Estimated cost/savings:

Discussion:

EXHIBIT C
(Sample for Finance)

FINANCE COMMITTEE

Glasson (C), Lodge (VC)

Bertoni, Ellis, Moss, Munoz, Rowe

Staff: Dodson

Original Motion

Item 2XX-XX:

Moved that:

Effective date:

Estimated cost/savings:

Co

Committee vote:

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Against

0

Abstain

0

Consent Calendar

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Majority opinion *(even if vote is unanimous in favor of a motion/DI, this field must be completed for formal record-keeping purposes):*

Minority opinion *(even if vote is unanimous in opposition to a motion/DI, this field must be completed for formal record-keeping purposes):*

DISCUSSION ITEM

Submitted by: Georgia Heth

Date: October 20, 2021

Committee: Full Board

DI213-BD01: BOG Anti-Cheating Committee Report

Discuss the report from the Anti-Cheating Committee of the ACBL Board of Governors submitted on October 19, 2021.