

UNIT 508 – Board of Directors Meeting Minutes – June 15, 2009

Roll Call: Fred Stout called the meeting to order at 3:30 p.m. at Pickleweed Recreation Center in San Rafael. Present: Bob Chilvers, Barbara Cooper, Ron Studen, Richard Mani, Alex Kinas, Lynn Blankfort, and Debbie Levine. Absent: Gwen Toso. Also present: Michael Nistler.

The Board went into an Executive Session to discuss a confidential issue.

Secretary's Report: Minutes of the meeting of May 18th were approved.

Treasurer's Report: Ron Studen reported that the Unit has \$14, 651.21 in the account after paying for the food at the Annual Luncheon.

Vice President's Report: Nothing to report.

Newsletter Report: Nothing to report.

Education Report: The Board directed Debbie to go ahead with Forum advertising for the Barbara Seagram seminar even though we have approximately 40 people already signed up. Debbie is continuing to work on 2010 seminar teachers.

Membership Report: Alex reported that the Unit presently has a membership of 587 people.

Tournament Report: Richard has talked to the facilities coordinator for Marin Catholic about next year's event. There is still the possibility of having the Sectional in the new cafeteria. Dates for the Sectional in 2010 have not been confirmed by Marin Catholic as of this meeting. As in the past, Marin Catholic does not finalize its calendar of events until later in the summer.

Richard again stated that he does not wish to chair next year's Sectional on his own. He wishes to assist someone else, so that person will be able to chair the 2011 tournament on his/her own. He is presently working on a complete outline of responsibilities and duties for the next Sectional Chairperson.

Hospitality Report: Nothing to report.

Old Business: Nothing to report.

New Business: Richard has signed a lease for a storage unit near Crossley's bridge at the cost of \$50 per month for one year. This 4x4 unit will house all of the Unit's inventory of equipment that is presently stored in numerous locations. He is working on establishing an inventory list of Unit equipment. He is also going to purchase coffee urns

for the Unit to be used at Unit events, so that we do not have to borrow Peggy's equipment.

Fred volunteered to purchase a screen and projector for the Unit.

Since many of the Board members have accumulated a vast amount of paper which has been handed down from Board member to Board member, it was suggested that a document retention committee be established to decide what documents can be disposed of. Bob stated that he thought the retention policy should include disposal of tax documents after seven years, and of all other documents (except those with continuing application or historical interest) after five years.

The next meeting of the Board will occur on Monday, July 20, 2009 at Pickleweed Recreation Center. The meeting was adjourned at 4:45 p.m.

The Board thanked the outgoing Directors and looks forward to working with the new Board members.

Respectfully submitted by Barbara Cooper, Secretary, for the meeting on June 15, 2009.