

**Greater Fredericksburg USBC Association  
Board of Directors Meeting  
January 23<sup>rd</sup>, 2017**

With due notice, having been given in accordance with GFUSBC Bylaws and a quorum being present George French called the meeting to order at 6:10pm

Present: Officers: George French, Deberia Henningsen, and Dawn Brown

Association Manager: Courtney Tripp Sgt. At Arms: DJ Johnson

Directors: Nicole Anderson, Lottie Gorham, Jeff Crouch, and Sharon Dupree

Absent: Mark Henderson, Vangie Williams, and Wayne Ferrell.

**Action on Minutes:** The December meeting minutes were reviewed via email and approved at the meeting. DJ moved to accept the minutes as written, Nicole 2<sup>nd</sup>, all approved.

### ***Officer's Reports***

#### **President's Report:**

George had nothing to report.

#### **Association Manager's report:**

Courtney reported the balance for the account is \$24021.93. George was provided December's bank statement and QuickBooks reconciliation for signature. This balance included the prize fund payout for the Women's tournament. There was also a returned check for one of the BVL donations. Courtney had contacted that person and arrangements were being made to return the money.

Total Bowler count is 1650 which is down 4 % from last year, at this same time. Breakdown was 1505 adult and 145 youth memberships.

Courtney went over the email concerning Youth Jersey's that she had received from IBC. IBC was giving away jerseys that they had left over from previous years, and were giving them away to associations. There was no guarantee that the association would receive them or amount that would be sent. We could disburse them as the association see fits, if any were received. Courtney stated that she would notify the board if any came in.

Courtney went over an email from Nation's Capital that she received about a possible duplicate name and id number from 2011-2012. Courtney will contact Nation's Capital and do what is necessary to merge the numbers.

Courtney asked all the board members to please look over the minutes once they received them via email. That way corrections could be made prior to the meeting. Even if they had no suggestions or corrections, please email an acknowledgement.

Courtney explained that she had not paid the credit card issue as of date, because she went to the bank to do so and was informed that it was in Diana's name and had her social security attached so she had to

close the account and pursue any other discrepancies. Courtney contacted Diana, and were notified that she could begin a “fraud” investigation, which is different from the previous “disputed charge.” The credit card company has since reversed any other charges and/or fees since the original investigation.

### ***Committee Reports:***

**Ways and Means Committee:** Mark was not present to report. There were some concerns regarding ways and means that were brought to the board’s attention, with regards to inventory, the process, and complaints from the previous tournaments. Questions regarding the stolen merchandise and the amount were also brought up to the board. George expressed that Mark would be paying \$500 to cover what was taken, and this again raised concerns for a more accurate figure. George asked Courtney to pull all invoices for the last year and deposits that had to do with Ways and Means. George stated that he addressed these concerns with Mark, and Mark is stepping away from the chair of this committee, as he had too much going on at this time. He also stated that a complete inventory would be taken prior to the Youth tournament. He assured the board that the logos for the shirts would be completed by the next tournament as well. George asked if there was anyone interested in taking over and Deberia volunteered. It was also mentioned that the executive board should meet with Mark to find out what is the process for instant raffles consignment and other procedures for this committee.

**Awards Committee:** Jeff introduced several pages of awards that would be used for 11 in a row honors, each of the tournament trophies, and the hall of fame plaques. He also presented the prices for each category with a total needed to begin being \$1313 leaving a balance of \$687 leftover to buy any remaining 11 in a row winners and the last 2 tournaments. However, at this time George clarified that all tournament trophies were to come out of the expenses for that that specific tournament, not the awards budget. This would alter the dollar amounts previously mentioned to an additional \$258 put back to the awards budget leaving \$945 remaining. George advised that we need to also include the Outstanding Service Award in this budget. George made a motion to spend the amount specified to begin, Lottie second, and all approved.

**Coaching:** Dawn asked if we had anyone for this committee, as we are required by the association to hold a minimum number of coaching clinics. We did not have anyone and George asked for suggestions. Lydia Sullivan and Tammy Hatfield were both mentioned. George stated he would speak to Tammy and Deberia would talk to Lydia.

**Communications:** Dawn reported that the January newsletter was released on the 10<sup>th</sup> of January and that the Facebook page is updated as honor scores or announcements were received. Dawn also stated the she is just not getting enough information for the newsletter. She suggested that youth director interview the Bowler of the Month at Liberty Lanes and submit a write up with the photo for publishing. She also reminded all that input for the newsletter that the deadline is the 25<sup>th</sup> of each month.

**Website:** DJ reported all honor scores have been posted as of 1/22/2017. The official results and prize list for the 12<sup>th</sup> Annual Women’s Tournament was posted to the web site and links to them are added to the home and tournament pages. The January E-Newsletter had been posted to the web site and links to it were added to the home page and newsletter page. DJ stated that he needed Deberia’s email address to add back to the GFUSBCA website, and that he needed pictures for Jeff, Deberia, and Sharon as well.

It was suggested that at one of the board meetings we all get a picture taken to have a uniform background. Courtney mentioned she might know of someone and would speak to them about taking those pictures. DJ stated that he posted all the past meeting minutes he could find on the old computer.

**Lane Certification:** DJ reported no meeting had been conducted. DJ did state that the lane certifications were scheduled to begin in May 2017 and he was actively looking for volunteers. Nicole and Lottie both volunteered. DJ would get with both to discuss scheduling.

**Constitution and Bylaws:** DJ reported no meeting had been held since the last board meeting. He stated that the bylaws should be reviewed for any possible suggestions or changes. George asked all members to review and provide suggestions for proposed changes directly to DJ. These suggestions would be compiled and discussed at the next board meeting. The agreed to changes will be forwarded to the entire association for voting at the Annual Meeting.

**Scholarship:** Dawn reported that the committee was on pace with getting the final applications out by the 1<sup>st</sup> of February 2017. Files have been updated and forwarded to the committee for further comments. They have made a lot of changes to the application and were meeting on the 30<sup>th</sup> of January at AMF at 6pm to finalize.

**Tournament Committee:** Dawn reported in Mark's absence that there was no meeting this month, however they had a rough draft to the tournament survey. A copy was provided for review. They did have a few recommendations for the board which included: 1. Add divisions to doubles all events for the Senior Tournament. 2. Add a scratch option to all tournaments events. 3. Always use the normal house pattern for the whichever center was hosting the tournament. No actions were made to the recommendations at this time. It was also discussed with the board about adding a bumper "group" to the upcoming youth tournament. Courtney suggested singles only group of bumper bowlers. It was also suggested that the fee should be no more than \$10, and that we purchase trophies or medals for these bowlers from the youth committee budget. This was however, was not voted upon. Courtney stated she would contact USBC, and would find out what was needed to make this happen.

**Community Service:** Lottie reported that they still had the food bank boxes out at the 2 centers and that they would be collected by the weekend and disbursed. Dawn noted that she still wanted to get with this committee at their next meeting to discuss the BVL tournament. It was asked if they had received any youth enrichment submissions., and none had been collected.

**Hall of Fame:** No committee report was submitted. George stated he would follow up with Brenda.

**Youth Committee:** Nothing to report at this time.

#### ***Old Business:***

All items on the tasking list were gone over and have been completed.

#### ***New Business:***

1. George asked everyone to advertise the Youth tournament, and for the lane reps to ask the centers to have a scrolling message added to the monitors.
2. Operations manual update-Ongoing. All comments to be submitted to DJ and George by April
3. Courtney went over the attachments she received from the VA state email, which included:

- a. VA state USBC Officer/Board of director's candidate form
- b. Tournament Proposal Information
- c. VA state USBC annual meeting information and submission form
- d. And other miscellaneous items letter

Dawn stated she would summarize them for the newsletter and then pass off that summary for DJ to put on the website.

4. George stated that Kim Metzger donated a framed Washington Redskins jersey to raffle off and donate to the BVL and Bowl for the Cure charities. He was going to wait until the item was received before we began to sell tickets. He did ask Courtney for a list of leagues from each center.
5. George wanted to establish the date for the Association Annual meeting in April. Date settled upon was the 8<sup>th</sup>. George to make a flyer, and Courtney to reserve the room with Liberty Lanes.

### Summary of Board of Directors Actions and Tasking For

Actions of the Board	Tasking
Approved December Meeting Minutes	Contact Nations Capitol about merging ID number for Darrin Bivins-Courtney
Approved expenses for purchasing 11 in a Row awards and tournament trophies	Turnover of Ways and Means inventory to Deberia-Mark
Established the Annual Board Meeting date of April 8 <sup>th</sup> 2017.	Collect invoices and deposits for all Ways and Means as well as contact Diana for a possible inventory for said committee-Courtney
Established the Annual Workshop Date of August 5 <sup>th</sup> 2017	Review tournament software on old association computer and try to set up brackets through that program. This will allow for multiple bracket options and reverse brackets-DJ
	Summary of the VA State USBC items to be included in the newsletter and website-Dawn and DJ.
	Provide and post pics of Deberia, Jeff, and Sharon to website-DJ; Speak to possible photographer to take uniform pics-Courtney
	Review bylaws and submit proposed changes-All board members
	Review Operations Manual and submit proposed changes-All Board Members
	Research requirements for Coaching Committee-Dawn; Talk to prospective Coaching Chairperson-George and Deberia

	Plan an Executive committee meeting to discuss Ways and Means processes to ensure smooth transition between Deberia and Mark and to ensure the Ways and Means table will run smoothly at the next tournament-George
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**Next Meeting 02/20/2017 at 6pm**

Meeting adjourned at 7:45 pm Motion made by Deberia, 2<sup>nd</sup> by Jeff, all approved

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George H. French  
President

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Courtney Tripp  
Association Manager

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Date