

**Metrowest Chess Club
Minutes of Board Meeting
September 19, 1999**

The MCC Board of Directors met on Sunday, September 19, 1999. The agenda for the meeting was as follows:

1. Board procedure and decision making in an e-mail environment
2. Club championship
3. Sponsoring/hosting scholastic tournaments in December and the spring
4. Financial report
5. Sponsoring/supporting Noah Pang and other promising players in major tournaments
6. Sponsoring/supporting scholastic league play
7. Web site policies and procedures
8. Other topics
 - a. Volunteering for MACA
 - b. WinTD licensing
 - c. Other

Mark Kaprielian, President, called the meeting to order at 1:26 pm. In attendance were:

Mark Kaprielian	Donna Alarie
Mike Barry	Gatumba Abu
Harvey Reed	Alan Hodge

Mark reviewed the ground rules for the meeting and distributed copies of the Club's Rules of Order.

1. Board procedure and decision making in an e-mail environment

Mark opened the discussion by pointing out that the most recent edition of Robert's Rules of Order does not address e-mail, but he had ordered some books that do address it and will continue to research the issue. He also pointed out that the practice of the MCC Board via email has generally followed the Rules of Order diagram, with some discussion topics resulting in motions being voted on and others not.

The point was raised, in view of the prevalence of using e-mail to conduct Board business, whether access to e-mail should be a requirement for Board membership. Because all present Board members are e-mail-enabled, there was no immediate need to resolve this issue, but it was agreed that it should be considered and resolved inasmuch as some future Board members might not have access to e-mail.

The Board then discussed the main subject in detail and reached consensus on a procedure. Notes on the procedure are presented in the (see appendix). Mark was charged with formalizing and completing the wording for review and later adoption by the board.

A consensus was reached that the board shall operate according to the procedure as it is currently understood.

Mark was charged with proposing a system for numbering topics and motions in such a way as to facilitate both current discussion and historical records.

Mark will draft additional Policies from the de-facto policies flyer currently in use for review and adoption by the board into the clubs policies and procedures document.

2. Club championship

The Club Championship Committee's report was reviewed and accepted. After discussion the motion below was moved by Alan and second by Gatumba:

Motion: 9909-01 The 1999 Club championship will be determined by the Stanley Crowe Memorial Tournament. The MCC member finishing highest in the Open section will be declared the MCC Champion for 1999. In the event two or more MCC members finish in a tie for the highest finish by a member in the Open section, they will be declared co-champions. Only players who are members of the MCC prior to the start of round 1 of this event will be eligible to be Club Champion.
Passed: 5-1-0

Mike Barry moved and Harvey Reed seconded the following motion:

Motion: 9909-02 The Club Championship Committee will submit its final report to the Board no later than November 2, 1999, and as of midnight on November 2, 1999 the committee will be dissolved. It is recognized that the final report submitted in accordance with this motion might not include a final recommendation.
Passed: 6-0-0

3. Sponsoring/hosting scholastic tournaments in December and the spring

Mark advised the Board that other people were taking or considering action with respect to scholastic chess; in particular Peter Lee (of MACA) was considering getting a night at the MCC facility (Kennedy Senior Center) to host scholastic events. Accordingly the consensus of the Board was to defer further consideration of this topic until developments from others' initiatives becomes clearer.

4. Financial report

Mark presented a report of the Club's finances, which included an explanation of his annual budgeting procedure and monthly actual (through September) and projected data for 1999 tournament activity. He also proposed for future consideration the purchase of a second laptop as a back-up machine in case the current laptop fails.

Mike Barry moved and Gatumba Abu seconded the following motion:

Motion: 9909-03 The Club President will purchase a time delay clock for the Club according to his discretion
Passed: 6-0-0

5. Sponsoring/supporting Noah Pang and other promising players in major tournaments

The Board reached a consensus that requests for assistance of this type would be considered on an ad hoc basis. After discussion Donna moved that:

Donna Alarie moved and Mike Barry seconded the following motion:

Motion: 9909-04 In recognition of Noah Pang's achievement in being invited to the World Junior Championships in Spain, the MCC has decided to make available \$500 to help defray the cost attendant on Noah's participation in this event.
Passed: 6-0-0

6. Sponsoring/supporting scholastic league play

It was noted that Derek Slater, who is actively engaged in trying to initiate scholastic league play in the Metro West area and who had been invited to the Board Meeting, was not in attendance; therefore this topic was not discussed in detail. With reference to creating or sponsoring scholastic league play, the Board agreed that the MCC should not be the owner of, or have owner-like responsibilities for, scholastic league play but will support the efforts of other individuals or organizations on an ad hoc basis as appropriate. In particular approval was expressed for using the MCC web site to support such league play; however, the point was made that MCC should not replace, or attempt to replace, MACA in areas of activity that are more appropriately overseen by MACA.

7. Web site policies and procedures

A discussion of the web site policies and procedures was conducted.

Donna Alarie moved and Harvey Reed seconded the following motion:

Motion: 9909-04 The draft web site policies and procedures dated September 11, 1999 shall
Passed: 5-0-0 be adopted as drafted.

Note: The number of votes available were reduced by one due to Mike Barry having left meeting.

8. Other topics

Agreement was reached that the purchase of an additional WinTD license or licenses was not required at this time but will be reconsidered in the future in connection with the proposed purchase of a back-up laptop.

A discussion of how to attract a higher number of expert-level players to our tournaments led to a suggestion that an Under 2200 class prize be substituted for the third-place prize in the Open section. This change was widely supported for our regular events in 2000; it was agreed that further consideration of this change with respect to Grand Prix events was needed. The discussion then became more general with respect to the Club's prize structure but did not result in any particular motion or consensus.

The meeting ended at 5:15 pm.

Respectfully submitted
Alan Hodge, recorder for the meeting.

Appendix

Rules of Order Procedure for an E-Mail Environment

Agreed by Board Consensus, September 19, 1999

1. Matters for the Board's consideration may be brought to the Board by any MCC member through any Board member, who will communicate them to the President.
2. The President, consulting with other Board members at his discretion, will determine the appropriateness of each matter for Board consideration.

3. If the President determines that a matter should be considered by the Board, he or she will officially designate the matter as a Topic.
4. The President will frame the Topic for consideration by the Board and distribute it via e-mail to the Board members, with notice initiating the discussion period.
5. The notice of a Topic will indicate that discussion will be open for a period not less than fourteen (14) days from the date of the notice, expiring at midnight of the fourteenth (14th) day.
6. Board members will acknowledge receipt of the notice of the Topic; discussion of the Topic serves as acknowledgement.
7. In the event the President has not received an acknowledgement of a Topic from a Board member within fourteen (14) days, he or she will make a reasonable effort to contact such Board member by means other than e-mail to determine whether the member received the e-mail notice.
8. Discussion may include discussion of how a motion might be crafted; such discussion does not in itself constitute the making of a motion.
9. Discussion may continue for more than fourteen days after notice of the Topic upon the carrying of a motion to continue the discussion.
10. Discussion ends when the Board agrees that a motion may be entertained, but in the event an acknowledgement of the Topic has not been received by the President from one or more Board members, discussion shall not end sooner than fourteen (14) days after notice of the Topic.
11. Motions by Board members will be submitted to all Board members.
12. In the event that multiple motions are made pertinent to a single Topic, the President will determine which motion will first be put on the floor for the Board's consideration for a second.
13. If the motion on the floor is not seconded, the President will put the other motion on the floor, or, if there are two or more other motions, will decide which of the remaining motions to put on the floor.
14. If the motion on the floor is seconded, all other motions pertinent to the Topic are deemed rejected with finality.
15. When a motion has been seconded, a notice of the motion shall be distributed to the members of the Board to begin debate of the motion.
16. Board members will acknowledge the motion; participating in the debate of the motion serves as acknowledgement.
17. In the event the President has not received an acknowledgement of the motion from a Board member within fourteen (14) days, he or she will make a reasonable effort to contact such Board member by means other than e-mail to determine whether the member received the motion.
18. Debate ends when:
 - (a) the Board agrees that debate has ended, or
 - (b) the President determines that a vote is in order, or
 - (c) a motion to call the vote is made and carried.

19. A vote on a motion may be entertained as soon as debate has ended, but in the event an acknowledgement of the motion has not been received by the President from one or more Board members, a vote shall not be taken sooner than fourteen (14) days after notice of the motion.
20. The voting phase will continue until a majority is achieved in favor or opposed, but in no event for more than fourteen (14) days (expiring at midnight on the fourteenth day).
21. In the event a question has been called and the President has not received a vote from a Board member within fourteen (14) days, he or she will make a reasonable effort to contact each such Board member by means other than e-mail to determine each member's vote.
22. Failure of a member to advise the President of his or her vote within fourteen (14) days of the calling of the question will be deemed an abstention.
23. A motion fails if a majority of votes in favor is not achieved within the voting period.
24. Members' votes must be communicated to the President, but they need not be communicated via e-mail.
25. Members' votes must be published.
26. New motions may be entertained after the vote on a motion on the floor has been concluded.
27. Membership on the Board implies an expectation that members' participation be active and timely. It was further agreed, as an expectation but not as a mandate, that a member should advise the Board of any extended absence (two weeks or longer) that would impair the member's ability to respond to Board business in a timely fashion.
28. The periods stipulated above for discussion, debate and voting may be shortened for compelling reason if the Topic requires an earlier resolution.
29. If a Topic requires a resolution so quickly that the business cannot reasonably be conducted through e-mail, the President will determine the appropriate action, which may be any of the following:
 - a. Polling the Board members by telephone,
 - b. Calling a meeting, or
 - c. Acting on behalf of the Board after consulting with other Board members to the greatest practical extent