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Meeting Called to Order

A. Introductory Remarks – Mark Kaprielian

President Mark Kaprielian welcomed those present to the meeting.

While there are a number of important tasks set for this meeting, the highest priority are the election of the Officers, the appointment of Program directors, and a review of the 2003 Quarterly financial reports with an eye towards filing our corporate tax returns.

We have 2 new people on the board, everyone please remember to follow the rules of order, single conversation only, I will moderate, and only step in to regain order.

B. Review of Agenda – Mark Kaprielian

The following items were added to the agenda:

1. Nomination of Matt Phelps to the Board

II. Reports – Officers

A. President – Mark Kaprielian

Mark reported that Ray Salemi tendered his resignation to himself and the Clerk on January 15, 2004 citing his new job and other personal commitments requiring his focus of attention. This leaves the current board with six members and one open position.

The budget for 2004 was supposed to be done by last year's board prior to the start of 2004. The idea was/is that the outgoing officers and directors have the past years experience to help craft a reasonable budget for the new officers. It just didn't happen. 2004 was the first year with program directors and with our new Policies and Procedures. We did well last year to get so many people involved as program directors and committee volunteers as we did.

The reality of our situation is that we are very much still in a transition period of where I have been doing most of the planning for the club for many years, with the advice of others, to the current situation of our many volunteers and directors assuming to various degrees for the first time, some of the tasks that were being done by myself.

We did have three great successes, in my opinion, of committees that did a great job and, I'm happy to report, were not led by me, the Monthly Tournament structure committee, The Club Championships committee and the 20th Anniversary committee. This was great progress for the club. The difficult part, as always, is to engage more people to take on tasks, be they large or small.

B. Treasurer – John Chamberlain

The Treasurer submitted reports as posted on the site for this meeting. A discussion of the need for Quarterly Reports for 2003 and 2004 was held. It was decided that the incoming Treasurer can prepare these reports.

I believe that we are in good shape. With respect to filing, I filed the annual report for the Corporation, I will get a copy of the report for the Board, by Tuesday Feb 24, 2004. In addition, I will determine whether we have a tax liability and what the ramifications are by the end of February, 2004. Then the Board can consider any policy ramifications going forward.

John Bottini strongly recommends that we pursue investment options for our money in savings/checking. John Chamberlain is worried about the resource issue to accomplish the task. John Bottini will present a proposal by the end of February to the Board via email, regarding investment options, and recommended operating policy & procedure.

We will discuss investment options further at a subsequent Board meeting.

C. Clerk – Harvey Reed

For the Record, Motions and Votes addressed by Phone / Email voting procedures since the last board meeting: NONE

Minutes of previous meetings:

Motion_2004-02-001

Reed, Bottini 2nd

To accept the draft posted minutes of the prior meeting.

Passed: 4-0-1

III. Actions prior to Reports

A. Nomination of Matt Phelps to the Board

General discussion with the candidate was held. It was noted that he has served well as Program Director of the Library, and has completed his term, and is now in TD training.

Motion_2004-02-002

Kaprielian, Reed 2nd

To elect Matt Phelps to the Board of Directors.

Passed: 5-0-0

IV. Reports – Program Directors

A. Chess School – Howard Goldowsky

No report submitted.

B. Weekly Group Lesson– John Chamberlain

It's going well, we had a guest lecturer. I've been experimenting with alternating using demo board and projector. I need to get a spare bulb, approximately \$200. Average attendance is 24 people if using projector.

C. Game Advice Program – Derek Slater & Harvey Reed

Derek and Harvey have agreed to move the Game Advice toward beginners. Ray Salemi was instrumental in getting this started, via the mentor program. Since Ray's departure, we have to regroup. Harvey will work with Peter Karp to get this new momentum re-energized. Harvey will commit to sending the Board the proposed program as it currently stands, by March 15, 2004.

D. Library – Matthew Phelps

Matt Phelps has announced he will not be seeking a renewal of his term as the Library Director. He will continue to serve on an interim basis until a replacement is found.

Several chess related movies on DVD have been acquired.

Finalized versions of the Library web pages, and documentation of Library procedures will be available shortly..

E. Marketing – Harvey Reed

We had two oversized posters with branding printed which we then framed ourselves. Two portable easels were purchased to present the posters in a prominent location on Tuesday nights. Results and other information are taped to the posters most weeks.

F. Games Archive – Eric Sonnenstul

The archive activities are going well. We have Eric, Steve, Jack Martin, and Harvey coordinate collecting, entering, organizing and publishing the collection.

G. Monthly Tournament – Jim Krycka

No Report. Maintaining the new format seems to be ok for now. Matt Phelps will contact James Krycka to consider getting our games rated by FIDE.

H. Scholastics – John Bottini

The 2003 Scholastic Tournaments Final Report was posted to the web. Discussion of the final report was deferred until later in the meeting to be part of the discussion of the 2004 proposal.

I. Website – Robert Powell / Mark Kaprielian

We believe we have the final copy of the anti-SPAM email form. We are in final testing phase.

V. Reports – Committees and other Initiatives

A. Tournament Directors – Mark Kaprielian

Mark reported that he is always on the lookout for candidates to increase the size of the TD pool. The table below shows the current status of the TD pool. We currently have two people in training. One is Eric Berkey who plans to initiate and TD monthly weekend events in RI. The other person is Matt Phelps who just completed a term as Library Program Director and now wishes to help out by becoming a TD for the club.

Not including the trainees, Mark states that in his view the club over the last 4 months has had effectively 3.75 TDs. The ideal is to have a minimum of 4 TDs on any given night, with at least two present to get the event underway and two to close up. In addition, the first round ideally has at least 4 and one volunteer serving as New Member Information and Welcoming person.

While TD operations have run fairly without problems, there have been several occasions when the TDs who could be in attendance have been to low at both the early and late shifts.

One concern is that there hasn't been the addition of a new Active TD for over a year. While the current very active TDs show no sign of changing to a lesser activity level, the lack of expanding the pool of TDs places us at some risk. It is much easier and quicker to lose a TD than to have one become very Active. If our new trainee turns out to be an Active TD, it will provide a welcome additional level of security. We need to continue to seek out TDs and in particular hope to find one who will be able to work the late shift as we a bit thin there.

First Name	Last Name	Primary "shifts"	Participation Level	Notes
Gatumba	Abu	Early, Late	Active	Becomes less active during certain sports seasons
Michael	Barry	Early	Sporadic	
<i>Eric</i>	<i>Berkey</i>	<i>Early, Late</i>	<i>In training</i>	<i>Will not be a regular at the club</i>
John	Bottini	Early, Late	Very Active	
Neil	Cousin	Early	Very Active	
Mark	Kaprielian	Early, Late	Very Active	
Matt	Phelps	Early	In training	
Severine	Wamala	Early, some Late	Sporadic	

B. Demographics – Mark Kaprielian

No Report.

C. Facilities – Harvey Reed, Mark Kaprielian

No Report.

VI. Topics for Discussion and possible Action

A. Board Vacancy – Mark Kaprielian

[Earlier in the meeting, Matt Phelps volunteered, and was elected to the Board. The report below was submitted in advance of the meeting]

As reported earlier, there is currently one position open on the board. While we have several people who would be willing to serve on the board for the sake of enabling the board to conduct business, but there are currently no candidates who would take on the responsibility of being a pro-active board members. Please do not confuse the wiliness to volunteer to serve as a Program Director as necessarily reflecting desirability or suitability to serve as a board member. Finding Program Directors is in itself a non-trivial task and a lot of effort is expended in recruiting people to serve in those focused but limited roles. If you become aware of someone that you think would be suitable to serve as a member of the board, please make your suggestion to Mark or to Harvey Reed who keep a constant vigil on seeking out candidates and have had a good run of success in getting people involved.

B. Election of Officers

The board discussed the roles that each board member would like to take on.

Motion_2004-02-003
Phelps, Todhunter 2nd
To elect Mark Kaprielian as President, Harvey Reed as Clerk, and John Bottini as Treasurer.
Passed: 6-0-0

C. Selection of Program Directors

The table below shows who has expressed an interest an the decision of the board.

Position	Expressed Desire to Serve	Appointed
Chess School	(empty)	
Game Advice	Derek Slater	
Game Archive	Eric Sonnenstuhl	
Weekly Group Lesson	John Chamberlain	
Library	(empty)	
Marketing	Harvey Reed	
Monthly Tournaments	Jim Krycka	
Newsletter	Harvey Reed	
Scholastics	John Bottini	
Website	Mark Kaprielian	

Motion_2004-02-004
Phelps, Bottini 2nd
To approve the appointments of Program Directors as detailed by the preceding table in these minutes.
Passed: 6-0-0

D. Proposal for Monthly Program Policy & Procedure motions – Mark Kaprielian

For at least the last 9 years and likely longer than that, there have been several practices at the club regarding TDs and their clocks that have been place. While there has been infrequent difficulty with these two practices, there is the potential for dispute to arise. The purpose of these motions is to formalize the practices to reduce the difficulty of enforcing the practices should any dispute arise.

There was some discussion about “greeters” who are also occasionally taken away from their game, after the game started. We decided to restrict this to just TDs. Additionally, according to the USCF rules, it is acceptable to have a late start, but the affected players must be adequately informed. Further, the TD must announce when the players may start the clock, in order to remove ambiguity.

Motion_2004-02-005

Reed, Phelps 2nd

The TD who reads the pairings at the start of a round shall announce when the players may start their clocks. Any TD may request a delay in the start of their game by having their opponent notified within 3 minutes of the start of the clocks. Clocks can be reset if necessary. A TD may request a delay only for the purpose of managing urgent business for the Club.

Passed: 6 – 0 – 0

Motion_2004-02-006

Kaprielian, Chamberlain 2nd

A TD may interrupt their game for the purpose of managing urgent business for the Club. The clocks shall be stopped in accordance with USCF Rule 16Q, 5th Edition.

Passed: 6 – 0 – 0

Motion_2004-02-007

Reed, Kaprielian 2nd

It is strongly recommended and requested that as long as there is at least one TD still playing, that at least one other TD remain to arbitrate the other TD's game.

Passed: 6 – 0 – 0

E. 2004 Summer Scholastics Proposal – John Bottini

Highlights of the 2003 report were reviewed and general questions about the program were discussed.

Motion_2004-02-008

Bottini, Todhunter 2nd

That the Board authorize the Scholastics Director to plan, organize and hold the Fifth MetroWest Chess Club Summer Scholastic Event, consistent with proposal put forward in the 2003 Final Report.

Passed: 6 – 0 – 0

F. Adjournment

Motion_2004-02-009

Bottini, Phelps 2nd

To Adjourn.

Passed: 6-0-0