

Agenda for Board Meeting of the MetroWest Chess Club To be held 09-19-02 Revised 09-11-02

Date: September 19, 2002
Time: 6:30 PM to 10:30 PM
Location: Natick Senior Center
Who may Attend: All Club Members

General Objectives and some of the methods by which they shall be achieved:

An Agenda shall be distributed in advance of the meeting.
 The meeting shall start and end promptly at the times stipulated by the agenda.
 The use of a Moderator familiar with running effective meetings and the Rules of Order as specified by the Club Bylaws. By default, the Moderator is the President if present.
 The moderator shall explain and gently guide the attendees in the process of debate as contained within the clubs adopted rules of order and shall adhere to that process.
 The Moderator will strive to have a well-organized and well-run meeting where impassioned debate may occur but all parties remain amicable.
 To have participants prepare statements on various topics available before and at the meeting to save time and present previously discussed material in a short and concise manner.

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I. Meeting Called to Order

- A. Introductory Remarks – Moderator**
- B. Introduction of all present – *members introduce themselves***
- C. Explanation of the meeting process – Moderator**
- D. Review of Agenda – Moderator**
 - 1. Call for any additional items to be added
 - 2. Motions as needed to amend the agenda

II. Reports

- A. Correspondence Chess Program – Harvey Reed**
- B. GAP program – Joe Kelly**
- C. Incorporation Status – Harvey Reed**
- D. Membership Status – Mark Kaprielian**
- E. Program Director's report – Neil Cousin / Mark Kaprielian**
- F. Study Group program – John Chamberlain**
- G. Summer Scholastics Program – John Bottini**
- H. TD Status – Mark Kaprielian**
- I. Treasures Report – Michael Barry**

III. Topics for Discussion and possible Action

- A. Articles of Incorporation – Mark Kaprielian**
 - 1. Final Review if ready from the lawyers looking it over.
 - 2. Signing the document
 - 3. Completion of Email Vote on Bringing Bylaws into conformance, if not already completed.
- B. Upcoming Elections – Mark Kaprielian**
 - 1. Prospective Board members
 - 2. Should the Board size be increased for the next year.
 - 3. Solicit from those in attendance whether they are willing to serve, desire to serve or wish to no longer serve on the board in the 7 various positions.
 - a) President
 - b) Program Director
 - c) Treasurer
 - d) Member at large (4 people)
 - 4. Appointing the Club Elections officer for this year's election.
- C. Insurance – Harvey Reed**
 - 1. Reasons
 - 2. Coverage
 - 3. Options

D. Study Group Program – John Chamberlain

1. Assuring that the group meets every week.
2. Pool of available Study Group Leaders
3. Having material prepared in advance
4. Purchasing materials to enhance the program
 - a) Projector for demonstrations
5. Establishing a process to ensure the well run operation of the program
6. Other steps that could be taken to improve the program

E. Proposal for Book Study Group – Howard Goldowsky

F. Establishing a regular set of board meetings to be held – John Chamberlain

G. Summer Scholastics Program – John Bottini

1. General discussion of direction of program
2. Approval of Draft Budget and Plan for 2003

H. Club Sponsorships to tournaments – John Niarhos

1. Granting a stipend to a top rated club member to a national tournament.
2. Granting a stipend to a scholastic player
 - a) Invited players to prestigious events
 - (1) When money supplied by the some other major organization
 - (2) When money not supplied by the some other major organization
 - b) Membership Criteria in the club to qualify – 2 weeks, 2 months, X games ??
3. Any events we want to try and send a representative too?

I. Adoption of new Policy and Procedures - Organization of meetings – Mark Kaprielian

1. Responsibilities placed on board members
2. Guideline for Agendas

J. Other Topics that may arise during the meeting