

ACBL UNIT 161 STANDING RULES

General:

1. The governing authority of Unit 161 is the Board of Directors.
2. A Unit Parliamentarian shall be appointed by the President, with the approval of the Board and must be present at all Unit Board meetings. If a Parliamentarian is not appointed, or is not present, the Board may select an acting-Parliamentarian from its membership (without loss of rights) or from the gallery.
3. The unit will consider each year recommending an outstanding Unit member as candidate for the Goodwill Member of the Year.
4. The President appoints a Unit special Event Coordinator, whose function is to coordinate and sanction Unit wide games and extended team games within the Unit and the reporting to ACBL, and to coordinate and sanction NAOP and GNT Unit finals, including District and ACBL reporting.

Tournaments:

5. A club that holds NAOP or GNT qualification is responsible to pay directors fees according to club practice, ACBL fees and other costs, if any.
6. NAOP finals will be held between September 1st and January 1st. GNT games will be scheduled between January 1st and April 1st. Both NAOP and GNT finals are rotated every year between Hot Springs Village and Little rock and split with Jonesboro. NAOP: NSV 9-11-13-15 etc., LR 12-12-14-16 etc. GNT: HSV 10-12-14-16 etc., LR 9-11-13-15 etc.

As a special incentive to compete, Unit 161 is awarding a stipend of \$100 to each B and C pair that qualifies in the Unit Round NAOP and then also competes in the District Level competition; for the GNT there is a stipend of \$200 per team for each A, B and C team that qualifies in the Uit round GNT and then also competes in the District Level competition.

7. No funds may be advanced for any tournament before the Board approves its budget.
8. The ACBL-designated Tournament Director and Assistant Directors may be countermanded or negotiated only with prior approval of the Board of Directors.

9. Unit 161 bidding boxes may be loaned to other units with District 10 for tournaments with the agreement that the borrower will replace any damaged or missing boxes.

Unit Team Game Competition

10. The Unit Team Championship will take place on one of the first two Saturday's in October, rotating between Hot Springs Village and Little rock. Since the NAP Unit Championship is typically an October event hosted by LR or HSV then the host of the Unit Team Championship will be the club NOT hosting the NAP that year. Therefore, LR will host the Unit Team Championship in 2011-13,15, etc. and HSV 2012-14-16 etc.

To encourage lower strata involvement and enthusiasm, we will use the 3-2-1 point spread whereby each team can have no more than 8 points spread as follows:

A: 2000+ MP = 3 points, B: 500 - <2000 MP = 2 points, and C: 0-<500 MP = 1 point. Each team is limited to only one A player.

Individuals' total number of masterpoints is determined as of April 1. Club qualifications must be held before August 30. If 1-6 teams participate in qualification, one team will compete in the Unit team Championship; if 7-12 teams participate in qualification, then two team will compete; with more than 12 teams participating, three teams will compete.

11. Unit 161 will try a handicap formula of $1 \frac{1}{2}$ x ACBL formula for Unit 161 sectionals.

12. All clubs in Unit 161 will share, proportionately by participation, in the profits of unit sponsored Sectional tournaments if: 1) the club has sanctioned games that are closed for the duration of the tournament; or 2) the club does not have sanctioned games during the tournament but who club members are in attendance at the tournament.

13. During the process by which a Sectional tournament is approved by the Unit, District and ACBL, the Unit will decide if they or the club will be the sponsor. The sponsor's responsibility includes: providing seeding money, revenue sharing of profits if unit sponsored, or revenue loss absorption by the unit if unit sponsored. If a club is allowed to sponsor the Sectional, then the club receives all the profits or absorbs all of the loss.

14. The President will appoint a Unit Tournament Coordinator to process any Unit requests for Sectionals to the District Coordinator.

Fiduciary Control:

15. The Secretary-Treasurer shall forward the Treasurer's report to all Board members 15 days prior to Unit Board meetings.

16. An auditor who is not a current member of the Unit 161 Board, assisted by a Board member to provide all requested information, shall be appointed by the President to review the financial records of the Secretary-Treasurer once a year and report to the Board prior to the annual meeting.

17. The Secretary-Treasurer is authorized to spend up to \$750 annually for expense.

18. The District delegate from the Unit will receive a \$150 cap on reimbursement.

19. The Secretary-Treasurer will receive a gift for services for each Unit meeting.

20. The Secretary-Treasurer shall update all bank information, including CD's and EIN information immediately upon the election of a new President and/or Secretary-Treasurer.

Elections:

21. If there is no regularly scheduled autumn meeting of the Board, the President shall call a special meeting to receive the report of the Nominating Committee 45 days prior to the annual meeting, as required by the By-Laws. That report shall be forwarded promptly to all cubs so that anyone wishing to file a petition to run for a Board position will have the required 15 days to do so.

22. An Election Commission (Chairman & Tellers), appointed by the Board, will conduct elections at the annual meeting and any other elections to be held at called meetings of the membership or by way of mail-in ballots.

23. In a contested election, there will be three voting times on one hour each: 1 hour prior to Friday's evening session, 1 hour prior to Saturday's afternoon session and 1 hour prior to the Sunday morning session.

Education:

24. The educational monies granted by District 10 will be sent to the Treasurer of Unit 161 and then the total will be paid for our Treasury to those approved for educational reimbursement.

25. The Unit Educational Reimbursement Policy should be a combination of the ACBL program and the District 10 program with the primary intent to find new members who are not currently playing any club games. Our unit should complement the ACBL advertising program by always pay 12.5% of the remaining 25% and submitting the remainder to District 10. This should be approved without prior notice if it meets the ACBL requirement. Any lessons taught at clubs that include players over 20 masterpoints will not be eligible for any reimbursement. Unit 161 will assist clubs with financial support of the \$1000 per year for educational expenses for

players under 20 masterpoints that include instructor fees, reasonable refreshment costs and any advertising expenses not reimbursed by ACBL and not already reimbursed.

26. The unit will sponsor and reimburse TAP expenses @\$100 per dime (not to exceed \$400) and tuition for two candidates per club per year. In exchange, a newly accredited teacher will make a three-year commitment to teach for his/her club and will make a report to the Unit Board preferably in person. This report may also be made in writing and should include the dates of instruction and the number of students.

27. The unit will reimburse \$50 for training for on Associate Tournament Director candidate per club per year.

28. The unit will sponsor and reimburse TAP expenses for Continuing Education @ \$100 per diem (not to exceed \$400) and tuition for one candidate per club one time every five years. In exchange, a newly accredited teacher will make a three year commitment to update other teachers in his/her club and to make a similar report to the Unit Board. This report may be made in writing and should include the dates of instruction and the number of students.

29. The Unit may sponsor a TAP on an as needed basis as determined by the Unit 161 Board. The Unit may specify a fee to all attendees and upon completion of the TO and completion of a basic course of instruction within one year at their local club; the Unit will reimburse the TAP tuition to the teacher.

30. All requests for reimbursement for educational expenses must be submitted by a club official (Club Manager, President, Vice-President or similar) using the attached or similar form. The request for reimbursement must indicate the total number of students attending the course, the dates of instruction and the number of new ACBL members (if any). The request may be submitted by e-mail from a club official's home e-mail account or may be mailed to: Dick Heil, 4004 Fox Hill Road, North Little Rock, AR 72116. All mailed reimbursement requests shall have the receipts attached and be signed by a club official.

31. Requests for all types of reimbursement must be submitted within three (3) months of completion of the course of instruction.

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