**MINUTES**
Corvallis Duplicate Bridge Club (CDBC)
April 24, 2019
1645 - 1830

| Directors in attendance | Sandy Allen; Walter Dobek; Allison Evans; Dennis Harms; Mavis Tuten; Allison Walkingshaw; Nick Warden; Joyce Willcox; Karla Stewart-Layton |

<table>
<thead>
<tr>
<th>Topic</th>
<th>Discussion</th>
<th>Action/Responsible Person</th>
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<tbody>
<tr>
<td>Call to order</td>
<td>The meeting was called to order at 1645 by Board President, Joyce Willcox.</td>
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<td>Minutes</td>
<td>The CDBC Board Minutes of April 3, 2019 were approved via email vote on April 4, 2019: six of seven eligible voting Board members voted to approve; one with no response; none voiced disapproval</td>
<td>No further action. Minutes of 4/3/2019 are posted at the Club and on the Website</td>
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<td>Memorial Day Closure of Corvallis Bridge Center</td>
<td>Joyce reported that Mary Alice Seville will not be available to open the Bridge Center on Memorial Day this year (5/27/2019). Absent anyone else coming forward to open the Center, the Center will be closed that day and the regular Monday night game cancelled</td>
<td>Sandy will inform Club Members via the Bridge Newsletter</td>
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<td>Lease Agreement</td>
<td>Nick Warden presented a draft letter to the building owners stating that the Corvallis Bridge Club is choosing to exercise its option to extend the lease term for an additional five (5) years ending October 31, 2024. Nick recommends the letter be signed by Joyce Willcox, as President, and sent by the end of this month. That will be more than ninety days prior to the expiration of the current lease. Dennis Harms reported that he and Carol Harms wish to have their names withdrawn as guarantors and that Irva Neyhart may also wish to no longer be a guarantor. After brief discussion, the Board decided this is not a Board decision or action and recommend guarantors wishing to remove their names should notify the building owners in writing</td>
<td>Joyce Willcox will sign and send ‘Option to Renew’ letter via certified mail, return receipt requested. When return receipt is received at the Bridge Center, Sandy will give it to Joyce to attach to the letter. Dennis will pursue notification of building owners, as appropriate</td>
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<td>Executive Session</td>
<td>A motion was made and seconded to go into Executive Session to discuss whether and what additional action(s) the CDBC Board ought to take subsequent to those actions taken by the Board on 4/3/2019 in response to Incident of 8/21/2018 and sequelae. This is in response to a letter sent from Unit 477 Board to CDBC Board, dated 4/23/2019 and in response to requests from members of the Club. A discussion ensued as to whether Executive Session is needed (only CDBC Board Members present) or advisable (could contribute to perception that CDBC Board is not being transparent)</td>
<td>Motion to go into Executive Session approved by majority vote: six in favor; three opposed (reasons as stated in discussion: feel Executive Session not needed or advisable)</td>
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### Actions approved in Executive Session for public distribution

The Board reviewed the letter of reprimand to CDBC from Unit 477 (attached) as well as information Board members have received. After thorough and open discussion, the CDBC agreed unanimously to issue the following statements:

- The CDBC Board accepts that the Unit 477 Board and some Members of our Club believe the Board's actions on 4/3/2019 were dismissive of the 8/21/2019 incident and did not adequately address the errors made by the Board regarding the 8/21/2018 incident. The CDBC Board sincerely apologizes for this.

- The CDBC Board acknowledges that the Board in 2018 was disunited and dysfunctional in its response to the 8/21/2018 incident and subsequent events. Individuals who were leaders and agents of the Club - Directors, Officers, and Board Members - falsified records, acted and communicated in secret, made unsubstantiated and false claims to ACBL authorities, deceived the Board, coerced others, failed to perform duties required of Board Officers, misused their authority, and failed to speak up. As a result, individuals have been harmed and relationships damaged. For this, we are extremely sorry and offer a sincere apology for the Board's inappropriate actions and failures.

- We sincerely want all those who have been harmed or mistreated by the Board, especially Brian Breckenridge and Irva Neyhart, to know that we are sorry. More importantly, we want them to feel safe and welcome at our Club and to know that they are vital, appreciated members. We would like the whole club to help us move forward to improve the Board so that it will perform better and prevent something like this from happening again.

- We cannot undo what has happened and we believe efforts to enact justice for some individuals will cause further harm to the Club. What we are doing is implementing the following steps, approved at the CDBC Board Meeting on 4/3/2019, to help leaders in the Club - Directors, Officers, and Board Members - to carry out their responsibilities appropriately:
  1. All Directors, Officers, and Board Members will receive education about the relationship of CDBC and Unit 477 and the ACBL, as well as on appropriate chain-of-command reporting of suspected ethical violations.
  2. A Grievance Committee is being formed to handle complaints and grievances and to establish processes for such. Walter Dobek is heading this effort. This Committee will coordinate with Unit 477 Board to establish and coordinate the processes. Upon approval, these processes will be added to the MOPP.

- The CDBC Board endorses the letter sent to us by the Unit 477 and accepts their decision to post the Narrative. The Narrative can be found on the website, linked with the 477 Unit Board Meeting Minutes of 4/10/2019, as follows. [http://www.acbridge.org/docs/Business/Unit477_Minutes/Unit477_2019-04-10%20Attached%20Report.pdf](http://www.acbridge.org/docs/Business/Unit477_Minutes/Unit477_2019-04-10%20Attached%20Report.pdf)

- In response to the request from Unit 477 Board that individuals involved should acknowledge their part in this debacle, sincerely apologize, and strive to do better in the future, the CDBC Board will accept and acknowledge written letters or statements of apology from involved individuals and post them.
  - Dennis Harms submitted a statement of apology and read it to the Board. It was accepted with appreciation and will be posted with these Minutes.
  - Immediately subsequent to the meeting, Sandy Allen submitted an apology. This will be attached to these Minutes.
  - An apology was received from Mary Alice Seville on 4/26/2019, before release of these Minutes. This will also be attached to these Minutes.
### Personal apology and invite to Brian Breckenridge and Irva Neyhart

A motion was made, seconded, and unanimously approved that Mavis Tuten contact Brian Breckenridge and Irva Neyhart to express our sincere apology for the Board's actions and inactions and the harm caused, to express our desire that they reengage as active members of the Club, and to elicit what it would take to make them again feel safe and welcome at the Club.

Mavis will call Brian and Irva.

### Other Business

All other business deferred to future CDBC Board Meeting, to include:
- Status of hallway lighting concerns (Nick)
- Mentoring Committee Report (Walter)
- Outreach and Education Committee Report (Allison Evans)
- Special Games (Walter)

### Adjournment

The meeting was adjourned at 1830. Next CDBC Board meeting date/time not established.

- Agenda items for next meeting to submitted to Joyce Wilcox at least 4 days in advance of meeting
- Meeting notice and agenda to be posted at bridge club and on website within 3 days of next meeting; sent to Board members via email at least 3 days prior.

Joyce to set next Board Meeting date/time; prepare agenda for posting at club and on website at least 3 days prior to next meeting

### Minutes recorded by Mavis Tuten, Board Secretary

### Attachments to these Minutes:
- Lease renewal letter
- Unit 477 letter to CDBC Board, April 23, 2019
- Statement of Apology: Dennis Harms
- Statement of Apology: Sandy Allen
- Statement of Apology: Mary Alice Seville
April  , 2019

Giacomo & Yolonda Zanchi
℅ Mrs. Yolanda Zanchi
16601 Nalu Circle
Huntington Beach, CA. 92649

Re: Option To Renew

Dear Lessors,

Pursuant to the terms of the lease agreement executed by the parties on June 11, 2014, the Tenant, Corvallis Bridge Club, (a.k.a. Corvallis Duplicate Bridge Club) is choosing to exercise its option to extend the lease term for an additional five (5) years ending October 31, 2024.

This notice is being sent in accordance with the terms of the LEASE ATTACHMENT provision OPTION TO RENEW. It is being sent more than ninety days prior to the expiration of the current lease by certified mail, return receipt requested.

Sincerely,

By _________________________________
Joyce Willcox, President

Certified No. ___________________________
April 23, 2019

To the Board of the Corvallis Duplicate Bridge Club:

Duplicate bridge is an honorable game to be enjoyed by all, whether they be the newest beginner or the most accomplished professional. This is true at the club level as well as at the highest competitive game.

The incident of Aug. 21, 2018, has been described in the Fact Finding Narrative prepared by Stan Blascow. The Unit 477 Board of Directors has watched the actions and inactions of the Corvallis board members and involved individuals described in the narrative, hoping the CDBC Board and involved individuals could find a definitive resolution to the situation. We have these recommendations for the CDBC Board to consider:

A. We feel the following individuals and the CDBC Board as a whole should acknowledge their part in this debacle, sincerely apologize, and strive to do better in the future.

- **Dennis Harms**, who misunderstood the STAC rules and instructed Brian to put the wrong name in as the director on 8/21/18.
- **Eileen Milligan**, who stated in several e-mails to STACman that Brian had done it for overall points despite evidence to the contrary and then falsely claimed he had admitted to that without checking with him first.
- **Brian Breckenridge**, who should have questioned Dennis' instruction to put the wrong director's name on the report.
- **Paul Hochfeld**, for acting on his own and making promises he couldn’t keep.
- **Mary Alice Seville and Sandy Allen**, members of the CDBC Board, who failed to reveal the nature of Eileen’s incident report emails to the CDBC Board or to Brian.
- **The CDBC Board as a whole**, for not starting an immediate investigation into the original action. Such an investigation may have brought Eileen’s statements to light and the board may have been able to defuse the situation. Instead, the CDBC Board failed to address serious inappropriate behavior, took a hands-off approach throughout the entire incident and the aftermath and have continued to do so. The CDBC Board’s decision to not post the Fact Finding Narrative can reasonably be perceived as covering up the incident and the aftermath by not being honest and transparent.

The result of this inactive behavior is that it continues to cultivate a culture of distrust and disrespect. It also is damaging to the CDBC’s reputation and possibly the Unit’s reputation.

As members of Unit Board 477, our greatest responsibility is to serve the interests of our members and to adhere to the ethical values of fairness, honesty, and accountability. These are also the responsibilities of the Corvallis and Albany boards. With that in mind, we ask the CDBC Board to seriously address the behaviors we have described above.
B. In order to prevent any similar situations, we also suggest The CDBC Board, the Albany Board, and the Unit 477 Board adopt the following processes:

1. If any member of any club within Unit 477 sees, hears, or does anything they believe may be contrary to the rules of good bridge and proper conduct by themselves or other members; they should inform the club president and the unit president. If such notice is verbal, the recipient should immediately put it in writing.
2. The club president and unit president should adjudicate the situation, probably including the president from the other organization. If any president should recuse themselves for cause, the appropriate vice-president shall stand in.
3. Any reprimand or punishment should be affirmed by the appropriate club board and noted in a journal of such actions kept by the club and copied to a journal kept by the unit.
4. The scope of improprieties to be reported is not intended to include daily director calls or game infractions properly handled by the director.
5. A statute of limitations for action should be set at or about 30 days, or perhaps the end of the month following the end of the month in which such activity occurred.

In addition, perhaps we should hold an annual meeting of all three boards to discuss problems of mutual interest.

Respectfully,

Unit 477 Board of Directors
Ever since the event of Aug. 21, 2018, I have openly acknowledged that I instructed Brian to enter Jan’s name as the director. Since then, I have done a lot of soul-searching and have realized that I need to apologize for a number of my actions or inactions:

• First, I apologize to Brian, my fellow directors, and the CDBC Board for not studying and thoroughly understanding the rules of special games (STaC games in this case).
• I apologize to Brian for giving him bad guidance.
• Finally, I apologize to the CDBC Board and club members for crossing an ethical line that should not have been crossed. As the head director, it was my responsibility to set the standard of ethical behavior.

I have resigned as head director and make these commitments:

• As Club Manager for the CDBC, I will be sure to make the rules of all special games available to the directors of those games.
• When I direct special games, I will be sure to read the rules carefully and ask questions when rules aren’t clear.
• I will constantly strive to act in accordance with the highest ethical standards and will encourage others to do the same.

Sincerely,
Dennis Harms
Dear Members of the Corvallis Duplicate Bridge Club,

At the 8/21 evening game rules for that game were broken the director. It could have been a serious ethical issue or just a dumb mistake. Some of us assumed the worst and thus the mistake became a major incident. (A report prepared by Stan Blascow gives the blow by blow of what happened over the next 5 months. The report is available on the website under Club Business/Unit477)

I apologize to you all for contributing to the "incident" becoming bigger than life and consuming much time of many people. I withheld information from the CDBC Board. The result was members of the Club being hurt and lots of Board time spent on the "incident" instead of running the Club.

A resolution has been reached. All involved are committed to keeping the Corvallis Duplicate Bridge Club a place where you enjoy playing bridge.

Mary Alice
First, I apologize to the 2018 CDBC Board for withholding information from them. I violated your trust. As President I should have done better. It is likely that the Board would have taken different action if you had known everything I knew.

Second, I apologize to the Unit Board and the 2019 CDBC Board for contributing to the mess you had to deal with the first few months of your 2019 service. It wasn't pleasant dealing with "the incident" instead of running your organization. Thank you for sticking with it until you reached a reasonable resolution.

Third, I especially apologize to Stan for keeping him from the work on the farm that he wanted to do in Jan. through Mar.

I hope we never have another "incident", but if we do, I will strive to be part of the solution instead of the problem.
I have tremendous regret for not simply saying, “Please forward the emails to anyone inquiring,” at a board meeting last summer. Those few words may have changed everything. I was not engaged, and I want to apologize to the board and to the entire bridge community. I’m committed to supporting our members through board work to ensure that our club is a place where everyone feels comfortable, welcome and valued.

Sincerely,
Sandy Allen