

CODIFICATION – PART 1 – GOVERNANCE

CHAPTER I – MEMBERSHIP

A. MEMBERSHIP

Section 1 – Application for ACBL Membership

1.1 New Member

- 1.1.1 Any person may apply for ACBL membership in accordance with administrative procedures established by ACBL management.
- 1.1.2 The membership application for each individual shall include a provision requiring disclosure of any prior discipline by any other bridge organization for a new member. Failure to disclose such discipline shall be grounds for suspension or expulsion from the ACBL.
- 1.1.3 New members that have had memberships in other bridge organizations or continue to hold membership in other bridge organizations **MUST** report both that affiliation and the rank achieved. Failure to report these will result in loss of any points or titles won that were not won in open events. Such new members will not be eligible for events or races that are below the comparable rank that they have achieved in other bridge organizations.
- 1.1.4 First time new members may provide club rating point receipts and/or references to points won at tournaments. Upon verification, the points won, to a maximum of 20, at clubs and/or tournaments will be credited to the member's record upon joining ACBL.

1.2 Renewal or Reinstatement

- 1.2.1 Any person may apply for ACBL renewal or reinstatement of ACBL membership in accordance with administrative procedures established by ACBL management.
- 1.2.2 The membership application for each individual shall include a provision requiring disclosure of any prior discipline by any other bridge organization and of any discipline since the last renewal. Failure to disclose such discipline shall be grounds for suspension or expulsion from the ACBL. ACBL management may grant such an application unless there is cause to refer the application to the ACBL Appeals and Charges Committee to conduct a hearing (the "Hearing") and render a decision on the application.
- 1.2.3 Causes for referral by ACBL management include, but are not limited to, previous Expulsion from ACBL or previous expulsion or suspension from another bridge organization or a non-ACBL bridge event.

1.2.4 The Hearing shall be conducted in accordance with the procedures set forth in the ACBL Code of Disciplinary Regulations for disciplinary hearings. The decision of the Appeals and Charges Committee shall be final and shall be reported promptly to the Board of Directors.

1.2.5 The Appeals and Charges Committee shall make one of the following decisions:

1.2.5.1 Accept the person's membership application.

1.2.5.2 Deny the person's membership application with instructions that this person shall not be permitted by ACBL management to join ACBL for a specified period of time or indefinitely. The committee may also prohibit the person from playing as a non-member in any ACBL-sanctioned event that has a Sectional or higher ranking.

1.2.5.3 Deny the application with permission to reapply after a specified time. The committee may instruct ACBL management upon such reapplication, if any, to:

- a. accept the application without referral if there has been no new cause for referral; or
- b. refer the reapplication to the Appeals and Charges Committee for a second hearing.

The committee may also prohibit the person, upon reapplication, from playing as a non-member in any ACBL-sanctioned event which has a Sectional or higher ranking.

1.2.5.4 ACBL management shall maintain a record of applicant names per the above.

1.3 Renewal Fees

1.3.1 When members pay their renewal fees within 90 days of their expiration date, the term for which they are paid will begin from the date that their membership originally expired.

1.4 Former Members who Rejoin ACBL

1.4.1 No member, having once achieved an ACBL masterpoint® ranking, may thereafter participate in any event, or receive any award, intended for players of a lower ranking, except as specifically authorized in other ACBL regulations.

Section 2 – Definitions and Rights of ACBL Membership

2.1 Membership Rights

In accordance with Article III, Section 3.2 of the ACBL Bylaws, the following voting rights, term, characteristics, rights, limitations and obligations shall attach to all classes of membership as follows:

- 2.1.1 Shall have the right to vote in any election in which the general membership is the electorate as long as he or she is a member in good standing;
- 2.1.2 Shall have an obligation to adhere to the rules and regulations of the ACBL;
- 2.1.3 Shall have such limitations as imposed by rules and regulations of the ACBL or actions of an ACBL disciplinary body;
- 2.1.4 Shall be able to run for an elected ACBL position as long as he or she is 18 years of age or older and there are no other age requirements for the position.

2.2 Classes of Membership

In addition to those rights and obligations listed in subsection 2.1 above and in accordance with Article III, Section 3.2 of the ACBL Bylaws, the following voting rights, term, characteristics, rights, limitations and obligations shall attach to each class of membership as follows:

2.2.1 General Member:

- 2.2.1.1 Shall be a member as long as his or her dues are current.

2.2.2 Life Master:

- 2.2.2.1 Shall be required to remit an annual service fee or dues in order to receive the following services:

- a. receive the Bridge Bulletin;
- b. participate in some ACBL-sanctioned events;
- c. receive any subsidy or remuneration from the ACBL;
- d. participate in and receive recognition for achievement in masterpoint races; and/or
- e. have an article published on the ACBL website or in the Bridge Bulletin

2.2.3 Life Member:

2.2.3.1 Shall be a member through the member's life time.

2.2.3.2 Those members who joined or rejoined ACBL prior to January 1, 1996, and continuously maintained their membership, who achieve Life Master shall be subject to an annual service fee. The rights and obligations of Life Members are the same as those for Life Masters.

2.2.4 Honorary Member:

2.2.4.1 Shall have free entries to NABC events for one year.

2.2.4.2 Shall have an article published and a photo on the Bridge Bulletin cover.

2.2.4.3 Shall have a letter of congratulations from the ACBL Board of Directors signed by the President.

2.2.5 Junior Member:

2.2.5.1 Shall be a member as long as his or her dues are current;

2.2.6 Patron Member:

2.2.6.1 Patron membership dues shall be established by the Board of Directors.

2.2.6.2 ACBL management will add to the Patron Member Membership and Renewal Form check-off boxes for \$10 (or other) contributions to the ACBL Charity Foundation or CBF Charity Fund and the ACBL Educational Foundation.

2.2.6.3 Patron membership benefits shall be determined by ACBL management, subject to approval by the Board of Directors.

2.2.7 Century Club

2.2.7.1 The Century Club will be established for members who reach 100 years of age and an appropriate mention will be made in the Bridge Bulletin of this achievement.

2.3 Definition of Member in Good Standing

2.3.1 An ACBL member shall be deemed to be in “good standing” when such member's dues, if dues are required, are current and such member is not currently:

- a. expelled;
- b. serving a term of suspension;
- c. serving an indefinite probation;
- d. serving a probation, the initial term of which was 24 or more months;
or
- e. serving a term of probation following a suspension, the initial term of which probation was in excess of 90 days.

2.3.2 A member who is not in good standing (as defined herein) shall not be entitled to:

- a. serve in any elected or appointed position in the ACBL;
- b. receive any subsidy or remuneration from the ACBL;
- c. participate in and receive recognition for achievement in masterpoint races;
- d. receive recognition for achievement in masterpoint rank promotion;
- e. have an article published on the ACBL website or in any ACBL publication;
- f. vote in any election in which the general membership is the electorate;
- g. serve as a club manager or Director;
- h. participate in events where such participation is prohibited by the conditions of contest; and/or
- i. vote in a Hall of Fame election.

2.3.3 In order to participate in a National-rated event at an NABC, a person must be an ACBL member whose service fee or dues is current.

Section 3 – Residency

3.1 Members of the ACBL belong to the Unit in which they reside. Residency for the purpose of elections shall be determined as set forth below or in Chapter XI – Special Events, A. Residency Requirements, Section 1 – GNT and NAP, except that the date of determination for elections shall be May 31. **(Effective April 1, 2019 and retroactive for all BOD candidates who have already filed for 2019 election. Effective June 1, 2019 for all BOD, First and Second Alternate and BOG candidates.)**

3.2 If a member desires to belong to a Unit in which he/she does not reside, the member must specifically make this request in writing (email is permissible) to the ACBL, stating the Unit of preference and the reasons for the request. Further, if the Unit is not in the same District as where he/she resides, both Districts must

approve the membership in the other District.

- 3.3 The following are some of the reasons why a member would be given permission to belong to a Unit outside their District of residence. To warrant consideration, a player should meet at least two of the six reasons listed:
- a. Plays at least once a month in a club in that Unit.
 - b. Attends STaCs or Sectionals in that Unit at least twice a year.
 - c. Attends the annual Unit dinner and/or annual membership meeting.
 - d. Participates in Unit special events.
 - e. Serves on the Unit Board and/or Unit committees.
 - f. Serves on the District Board and/or District committees.
- 3.4 The membership approval granted by a District in which the member does not reside may be reviewed by that District from time to time to assure the above criteria continue to justify non-residency membership.
- 3.5 Members who have multiple residences may choose to remain a permanent member of one of the Units in which they reside.

Section 4 – Readmission

- 4.1 Members in good standing who resign from the ACBL shall not be required to apply to the ACBL Board of Directors for readmission. No adverse implication shall attach to such a resignation. For purposes of this subsection 4.1, a "member in good standing" is one against whom no discipline is in force and/or no disciplinary proceeding pending.
- 4.2 Former Member Masterpoints
- 4.2.1 A former member who has not paid dues for over 90 days, and has become a non-member, is entitled to pay dues that were due and owing for whatever period of time he had non-member status (this payment may be for only those years in which the non-member won Masterpoints and for which the non-member wishes to pay).
 - 4.2.2 Any former member who reinstates for a three-year period will have all unrecorded Masterpoints credited at no charge. All Masterpoints earned during the non-member period for which payment is received will be recorded to the extent possible.
 - 4.2.3 Any member who pays his dues within 90 days after his membership paid-through date shall have his Masterpoints recorded free of charge. Such dues payment shall be credited from the original paid-through date and no break in membership shall be recorded.

Section 5 – Disputes

5.1 Binding Arbitration - In accordance with the ACBL Bylaws, every member in each category of membership shall be subject to binding and compulsory arbitration to settle disputes involving the ACBL and its members providing that any dispute in any way related to membership in the ACBL, or any action for damages or injunctive relief against the ACBL, or any civil action to reverse, amend, modify or delay enforcement of a disciplinary action by the ACBL, shall be resolved by binding arbitration before the American Arbitration Association. A binding arbitration agreement in conformance with this regulation shall be set forth on the ACBL's website and may be updated from time to time on advice of counsel.

5.2 Civil Actions vs. ACBL by Members

5.2.1 Any ACBL member who files a civil action (which may or may not result in arbitration) or submits a dispute to arbitration for damages (the "action") against the ACBL shall be automatically suspended from the ACBL upon the occurrence of any of the following (this does not apply to civil actions brought by ACBL employees for anything concerning their ACBL employment):

- a. a judgment in the action which is favorable to the ACBL;
- b. a dismissal of the action by the court or arbitrator with or without prejudice;
- c. failure by the ACBL member to prosecute the action for any consecutive six-month period after filing of the action; or
- d. a settlement of the action which does not specifically waive the provisions of this section.

5.2.2 Such suspension shall be lifted only upon the occurrence of one of the following:

- a. payment by the ACBL member of costs incurred in the action by the ACBL, its officers, agents, representatives and insurers; or
- b. resolution by the ACBL Board of Directors absolving the ACBL member of payment of such costs. "Costs incurred in the action" shall mean all lawyers' fees and expenses, witness fees and expenses, court costs and other costs related to the defense of the action. The ACBL Board of Directors or its designee, the Appeals and Charges Committee, shall make all determinations and decisions relating to the case-by-case implementation of this subsection 5.2.2.

Chapter I, Sections B. Member Rankings, Masterpoints and Races, C. Dues and Life Master Service Fees, D. Goodwill, Ethics and Zero Tolerance, E. Marketing, F. Discipline and the CDR, G. Education, H. Awards and Trophies, I. Junior Membership and J. Bridge Federations, moved to Operations.

CHAPTER II – BUSINESS MANAGEMENT

A. FINANCE

Section 1 – ACBL Investment Policy Statement

1.1 PURPOSE

1.1.1 The purpose of this Investment Policy statement is to communicate to the ACBL Board of Directors, the Investment Manager, and other interested parties a clear understanding of the investment goals and objectives of the investment assets (the “Portfolio”). This statement outlines the responsibilities and guidelines for the Investment Manager and establishes the review and control procedures to be used in evaluating Investment Manager performance. A separate working capital reserve shall be set by ACBL management and held in a segregated cash account.

1.2 OBJECTIVES

1.2.1 The preservation of capital

1.2.2 Competitive investment yields greater than those produced by 100% insured CDs.

1.2.3 Minimal investment risk

1.3 PORTFOLIO STANDARDS

1.3.1 **Assets Classes.** The ACBL Board of Directors will determine which asset classes are to be used in the Portfolio. The following asset classes are approved:

1.3.1.1 Stocks

1.3.1.2 Fixed Income Securities

1.3.1.3 Cash Equivalents

1.3.2 **Rate of Return.** Total Portfolio performance will be measured against a balanced market index.

1.3.2.1 The Portfolio is to be balanced, composed of equity, fixed income, and cash equivalent securities and is intended to be more aggressive than fixed income-oriented portfolios and less aggressive than equity-oriented portfolios. The term “aggressive” relates to such investment vehicles, diversification among economic and industry sectors and individual securities,

expected long-term rates of return and reduced volatility. The investment objectives are stated above.

- 1.3.3 **Risk.** Market risk will be defined for each of the asset classes in the Portfolio.
- 1.3.3.1 **STOCKS.** Risk for the entire equity portion of the Portfolio will be defined in terms of beta, using the S&P 500 as the appropriate market index and a one- year time frame. The investment manager may alter beta within the range of 0.85-1.25 as changes in the financial markets are anticipated. Adjustments in beta can be achieved through modification of the mix of equities held in the Portfolio.
- 1.3.3.2 **FIXED INCOME.** Risk for fixed income portion of the Portfolio will be defined in terms of standard deviation, using the Merrill Lynch 1-5 Year Gov't/Corp. Index as the appropriate market index and a one-year time frame. The standard deviation of the fixed income portion of the Portfolio should not exceed 1.25 times the standard deviation of the Merrill Lynch 1-5 Year Gov't/Corp. Index.
- 1.3.3.3 An investment in master limited partnerships and/or preferred stock in an amount up to 10% of our investment Portfolio shall be considered "fixed income" investments.
- 1.3.4 **Asset Allocation.** The ACBL Board of Directors will determine the allocation of each of the approved assets classes in the Portfolio within certain broad ranges. The Investment Manager has complete discretion to determine the allocation of each asset class within these broad parameters.
- 1.3.4.1 Stocks – Up to 25% of the Fund's assets may be invested in core equity (generally large cap, high quality) securities.
- a. Small Capitalization issues – Up to 5% of the Portfolio's assets may be invested in small capitalization issues (defined as \$2.5 billion market capitalization or lower).
- b. International Equities – Up to 5% of the Portfolio's assets may be invested in international equity issues.
- 1.3.4.2 Fixed Income – At least 75% of the Portfolio's assets should be invested in fixed income securities, with no more than 10% invested in master limited partnerships and/or preferred stocks.

1.3.5 **Miscellaneous.** Other standards guiding management of the Portfolio by the Investment Manager are as follows:

1.3.5.1 Private placements or other investments without active trading markets will not be made

1.3.5.2 There are no restrictions relating to dividends or earnings of the stocks held in the Portfolio.

1.3.5.3 Securities turnover is warranted by the need to alter strategy as prospects for the financial markets change. Since transaction costs represent a reduction of assets, and also reflect again the performance of the Portfolio, turnover will be maintained at the lowest level consistent with implementation of strategy.

1.3.5.4 There are no requirements for, or restrictions against, realization of net investment gains or losses during any calendar year.

1.3.5.5 There are to be no short sales, trading on margin, lending of securities, or purchase or sale of options other than covered calls.

1.3.5.6 Corporate High Yield Bonds, Non-Investment Grade Bonds (i.e., less than BBB quality) are not permitted at time of purchase.

1.3.5.7 None of the portfolio may be invested in securities except as authorized by these Guidelines

1.4 PORTFOLIO EVALUATION

1.4.1 The appropriate market indices to be used to evaluate each asset category's performance are as follows:

- a. Equities - the S&P 500 Index
- b. The Russell 2000 Index
- c. The MSCI EAFE Index
- d. Fixed Income: Merrill Lynch 1-5 Year Gov't/Corp. Index
- e. Cash Equivalents: Three Month U.S. Treasury Bills

1.5 PERIODIC REVIEW

1.5.1 Standards established for the Portfolio reflect our mutual agreement as of the date of the guidelines. Guidelines will be reviewed at least annually, and more frequently as required. The investment manager will promptly advise the ACBL Board of Directors at any time these guidelines no longer seem appropriate. A compelling reason would be significant change in the evaluation by the investment manager of the expected real return or risk

over the longer term for the assets that comprise the ACBL Board of Directors' preferred investment universe. Upon mutual agreement, the standards for the portfolio will be changed to assure the latitude necessary for exercise of special skills of the investment manager in active management.

- 1.5.2 The asset allocation applied under this policy shall be determined by the ACBL Finance Committee and reviewed at each Summer NABC.

Section 2 – Competitive Bidding Policy

- 2.1 This Competitive Bidding Policy is designed for use when a project warrants the time expended by both the vendor and the purchaser. Typically, these are large dollar purchases. For the purposes of this policy, we will use a minimum amount of \$50,000 when implementing this Competitive Bidding Policy.
- 2.2 When the ACBL is interested in purchasing a product or service and the cost of that product warrants a competitive bid, the following will be followed:
 - 2.2.1 Determine detailed specifications and criteria in the form of a written Request for Proposal (RFP) that will be established for the product or service.
 - 2.2.2 Ensure the market consists of an adequate number of sellers to warrant the procedure. A minimum of three sellers is the acceptable number of suppliers to query. If there are not enough sellers in the market, the operating bidding policy will be in effect.
 - 2.2.3 Verify the validity of the seller's ability to supply the known quality and specifications of the desired product or service.
 - 2.2.4 Allow sufficient time for the seller to gather the necessary information to adequately respond to the RFP. Adequately define the due date for receiving responses.
 - 2.2.5 If possible, require a sample of the product being purchased from each bidder for comparative purposes.
 - 2.2.6 Request a written response when clarification is needed from a bidder on some element of the proposal.
 - 2.2.7 Bids will be extensively reviewed and compared to specifications and to each other as to cost and quality. A cost/benefit analysis will be provided to the Executive Director comparing the proposals by cost and by the important elements of the specifications. Important deficiencies of the proposal must be prominently mentioned. The report will make a recommendation to the Executive Director.

- 2.2.8 Give reasons for the selection that was made, as well as reasons why the other top bidders were not selected.
 - 2.2.9 In those situations where sufficient expertise is not available within ACBL management to properly evaluate the product or service, ACBL management will seek out that expertise from other sources, including members of the Board of Directors, ACBL members and/or independent consultants.
 - 2.2.10 ACBL management at all times retains the right to refuse any and/or all bids.
- 2.3 Exceptions to this ACBL Competitive Bidding Policy require prior approval by the ACBL Board or ACBL Executive Committee and subsequent notification to the Audit Committee. Appropriate exceptions include, but are not limited to:
- 2.3.1 Expenditures of up to \$100,000; and
 - 2.3.2 Renewals or extensions of existing agreements which increase the total purchase price to over \$50,000 when the seller or consultant's performance justifies such renewal or extension.
- 2.4 Excluded from this Competitive Bidding Policy are:
- 2.4.1 Purchases of utilities, such as water, sewage, etc., where competitive sources are not available.
 - 2.4.2 Purchases of proprietary maintenance contracts, i.e., where alternate authorized sources are not available.
 - 2.4.3 Purchases of maintenance contracts where use of alternate sources is inconsistent with the best interest of the ACBL.
 - 2.4.4 Purchases involving major repairs due to the urgency of repair.
 - 2.4.5 Purchases involving a documented sole source of supply, either where the Purchasing Dept. has exhausted the search for additional suppliers or where comparable products available from multiple sources are found not to meet the requirements of the ACBL.

Section 3 – Management Functions

- 3.1 The following items, previously passed as Board policy, will become operations to be performed by ACBL management:
 - 3.1.1 Send masterpoint notifications as frequently as financially advisable.

- 3.1.2 Add to the Mini-McKenney, or any recognition program, at any time. They will report to the Board any such changes at its next regular meeting.
- 3.1.3 Set the exchange rate applicable to the annual dues of Canadian members.
- 3.1.4 Develop and maintain a package of benefits offered under the Patron Member Program.
- 3.1.5 Offer reduced price memberships and commissions/rebates to teachers.
- 3.1.6 Offer bonuses to clubs or teachers for recruiting/retaining members.
- 3.1.7 Create and sell scrip for the convenience of the players and tournament organizers in necessary and appropriate quantities and denominations.
- 3.1.8 Develop materials needed to implement bridge programs as part of school curriculums.
- 3.1.9 Negotiate and administer the creation of sponsored trophies.
- 3.1.10 Determine the reasonable fee at which copies of the annual audited financial statements shall be available to ACBL members.
- 3.1.11 Establish the price of all ACBL products and services.
- 3.1.12 Publish the Bridge Bulletin and be responsible for its editorial content. The number of pages per issue, student supplements, NABC inserts, novice sections and any and all other decisions will be made by the Editor and the Executive Director.
- 3.1.13 Set reasonable and competitive prices for the Bridge Bulletin commercial advertising.
- 3.1.14 Determine and implement reasonable late fees for reports from Units and clubs.
- 3.1.15 Establish the table fee for tournament supplies annually.
- 3.1.16 Waive or decrease sanction fees for 199er Regionals.
- 3.1.17 Establish annually the charges for printing tournament programs.
- 3.1.18 Determine the prizes to be awarded in the ACBL Instant Matchpoint Game.
- 3.1.19 The per diem fee for Tournament Directors charged to tournaments is determined by IRS guidelines.

The Board of Directors retains, without exception, the complete right of oversight and review of these matters.

- 3.2 ACBL management is allowed to maintain a checking account balance in excess of \$100,000.
- 3.3 Space at NABCs and advertising in ACBL publications have value and working agreements with other entities, providing for remuneration, shall be made accordingly.
- 3.4 ACBL management is authorized to collect fees for ACBL services provided to affiliated organizations.
- 3.5 The ACBL shall purchase D & O insurance.

Section 4 – Accounting

- 4.1 ACBL management will determine accounting policies, procedures and processes for budgeting and financial management purposes.
- 4.2 The presentation format will consist of the following four (4) categories consistent with audited financial statement presentation:
 - 4.2.1 Membership will consist of the Bridge Bulletin, masterpoint recording and customer service. Customer service is defined as contact with existing members;
 - 4.2.2 Club activities will consist of club point games and Special Event games;
 - 4.2.3 Tournament activities will consist of Regional games, Sectional games and NABC's; and
 - 4.2.4 Other activities will include Marketing.

See Appendix 2-A *Accounts Payable and Check Cashing Policies and Procedures*

Section 5 – Budget

- 5.1 The following liquidity measurement is adopted as a long-term guideline for budgetary decisions:
 - 5.1.1 The total of current assets plus investments, to the extent they are marketable, less liabilities, not including accrued post-retirement health care, will be sufficient to satisfy four months of general, tournament directors and Bridge Bulletin expenses, and not decrease below the amount necessary for three months of such expenses.
 - 5.1.2 Under no circumstances should the above requirement cover less than three (3) months' expenses.
- 5.2 For Marketing and Education expenditures, the ACBL Executive Director has authority to direct funding authorized in the annual budget from existing Marketing and Education programs to new or other existing programs. This would not include funding in those areas specifically mandated by the Board of Directors regulations.
- 5.3 The budget for a calendar year will be finalized no later than February 15, approved by the Finance Committee, and then presented to the full Board for ratification at the Spring Board meeting.

Section 6 – Financial Statements and Audit

- 6.1 The Audit Committee shall cause there to be an audit of all funds, properties, accounts, and liabilities of the ACBL. Said annual audit report shall be provided to the Board of Directors and the Board of Governors and be made available to the membership for its consideration at the annual membership meeting. Upon the request of any member of the ACBL, for a reasonable fee, the Chief Financial Officer shall furnish said member with a copy of said audited financial statement. A summary of the audited financial statement shall be published in the Bridge Bulletin and posted on the ACBL website.
- 6.2 Upon request, ACBL management will provide the Finance Committee with a detailed analysis of selected items that appear in the financial statements. Such items will be reviewed by the Finance Committee.
- 6.3 The Director of Finance shall provide both the Board of Directors and the Board of Governors with a complete financial report of the ACBL.
- 6.4 The annual audited ACBL financial statement shall be published on the ACBL website no later than one week after the conclusion of the Spring NABC.

Section 7 – Foreign Funds

- 7.1 The Canadian exchange rate for membership renewals, club sanction fees, tournament entry fees and other Canadian Fund receipts will be reviewed and changed quarterly if warranted and posted on the ACBL website.

Section 8 – Bank Line of Credit

- 8.1 ACBL management is authorized to enter into an agreement with the Bank of America to establish a line of credit in the amount of \$2,000,000. Line of credit borrowing requires the approval of the Executive Director, Director of Finance, and Board Treasurer. Draws on the bank line of credit can only be used to fund the Bank of America operating account.

CHAPTER II – BUSINESS MANAGEMENT

B. EMPLOYEES AND CONSULTANTS

Section 1 – Employment

- 1.1** The ACBL shall not engage for compensation, in any capacity whatever, any individual who is a member of the Board of Directors of the ACBL, or a candidate for such position, for a period of one year after serving as a Board member, or as a candidate for such position.
- 1.2** Employees of the ACBL are prohibited from campaigning for or against a candidate in the election of District Director, First Alternate District Director or Second Alternate District Director, and Board of Governor Representative. Nothing herein shall be deemed to deprive such employee of his right to vote.
- 1.3** **Employee Conflict of Interest Policy** - An employee or a consultant may not engage in any activities, nor accept paid employment or compensation, from any entity that is either (1) a subdivision of the ACBL, (2) another bridge organization, (3) a competitor, or (4) a provider of services to ACBL, a subdivision or another bridge organization without first obtaining written permission from the ACBL Executive Director. Any request must be in writing, including a description of the activity and the duties for this entity, the amount of time needed to perform the functions and the term of involvement.
 - 1.3.1** Should an ACBL employee or consultant act contrary to the general guideline expressed in this conflict of interest policy, then it may cause the dismissal of that employee or consultant without any compensation. Furthermore, the person(s) involved may be subject to further penalty and legal action if warranted.
- 1.4** ACBL management will create, maintain and administer a comprehensive employee handbook with supplemental policies/procedures in compliance with local, state, province, and federal laws relevant to all employees. On at least an annual basis, ACBL management will inform ACBL's Board of Directors of significant changes having a material impact on employment relationships or operational/financial standard practices.

Section 2 – Awards and Recognition

- 2.1** **Jane Johnson Employee Award.** In the spirit of Jane Johnson, a long-time and much-respected manager of the ACBL Club Department, the Jane Johnson Employee of the Year Award will be given to an ACBL employee who exemplifies extraordinary care and concern for our members.

- 2.2 **Jeff Johnston Distinguished Employee Award.** An award shall be established to recognize contributions that are made by an employee that dramatically change the nature of the game or the way the ACBL functions. This award shall be called the Distinguished Employee Award. ACBL management, through the Executive Director, shall recommend to the Board for approval the name of such employee when it deems it appropriate. A plaque designating this award shall be designed and included in a position of honor, and a story about the recipient shall appear in the Bridge Bulletin. The recipient of this award shall receive a plaque and a remembrance of ACBL management's selection not to exceed \$2,500 in value.
- 2.3 ACBL management will provide employee recognition and reward programs that encourage and recognize continued excellence and exemplary results.

Section 3 – Benefits

- 3.1 The following statement shall be included in all future employment agreements and in the ACBL Employee Handbook: "Employees acknowledge that any of the employee benefits provided, including but not limited to health insurance, pension benefits, etc., are not guaranteed to continue through the duration of his/her employment with ACBL. ACBL reserves the right, in the future, to modify or eliminate any of said benefits in its sole discretion. Any benefits provided by ACBL shall not be considered to be a vested right or condition of employment."
- 3.2 After three months of employment, employees shall be eligible to apply for educational assistance (covering tuition and books for approved courses taken) up to an amount of \$300 per semester hour, not to exceed \$5,000 annually, provided the courses are directly related to the employee's performance of his/her present job or are related to the employee's potential development in the ACBL.
- 3.3 An employee must have 20 years of service to earn retiree health care benefits. This benefit is the contribution ACBL makes to the retirees' Medicare supplement. There is no dental. ACBL will contribute 50% of the cost of the Medicare supplement for this group.
- 3.4 ACBL management will complete annual benefit reviews to ensure coverage reflects the ACBL's commitment to provide employees with progressive and comprehensive benefits within the ACBL's financial capacity and in compliance with legal and regulatory requirements.
- 3.5 ACBL management can, within its regulatory obligations, discontinue, significantly change, or implement new benefits for current or previous employees based on its financial capacity and commitment to provide progressive benefits to its current and retired employees.

Section 4 – Corporate Compliance and Whistleblower Policy

- 4.1 The ACBL requires directors, officers, employees and volunteers to observe high standards of business and personal ethics in the conduct of their duties and responsibilities. As employees and representatives of the ACBL, we must practice honesty and integrity in fulfilling our responsibilities and comply with all applicable laws, regulations and internal regulations.
- 4.2 **Reporting Responsibility** - It is the responsibility of all directors, officers, employees and volunteers to report any actions taken by or within the ACBL that is illegal, fraudulent or in violation of any adopted policy of the ACBL (hereinafter referred to as “violations”) or suspected violations in accordance with this Whistleblower Policy.
- 4.3 **No Retaliation** - No director, officer, employee or volunteer who in good faith reports a violation shall suffer intimidation, harassment, or other retaliation or, in the case of employees, adverse employment consequence (or adverse consequence to the position the director, officer or volunteer holds). Any person who retaliates against someone who has reported a violation in good faith is subject to discipline up to and including termination of employment or removal from office or position. This Whistleblower Policy is intended to encourage and enable employees and others to raise serious concerns within ACBL prior to seeking resolution outside ACBL.
- 4.4 **Reporting Violations** - ACBL has an open-door policy and suggests that directors, officers, employees and volunteers share their questions, concerns, suggestions or complaints with someone who can address them properly. In most cases, an employee’s supervisor is in the best position to address an area of concern. If an employee is not comfortable speaking with their supervisor or the employee is not satisfied with his/her supervisor’s response, the employee is encouraged to speak with someone in the Human Resources Department or anyone in management whom the employee is comfortable in approaching. Supervisors and managers are required to report suspected violations to the ACBL’s Compliance Officer, who has specific and exclusive responsibility to investigate all reported violations, or to the Human Resources Manager who must notify the Compliance Officer. For suspected fraud, or when an employee is not satisfied or is uncomfortable with following ACBL’s open door policy, that employee should promptly contact ACBL’s Compliance Officer directly. Directors, officers, and volunteers are encouraged to notify the Compliance Officer directly of any suspected violations.
- 4.5 **Compliance Officer** - The ACBL’s Compliance Officer is responsible for investigating and resolving all reported complaints and allegations concerning violations and shall advise the Audit Committee (and, at his/her discretion, the Executive Director). In conducting such investigations, the Compliance Officer shall, where appropriate, seek the assistance of the Human Resources Manager or other ACBL personnel. The Compliance Officer has direct access to the Audit Committee of the Board of Directors and is required to report to the Audit Committee at each regular Board meeting on compliance activity. The ACBL’s Compliance Officer is the In-House Counsel of the ACBL.

- 4.6 Accounting and Auditing Matters - The Audit Committee of the Board of Directors shall address all reported concerns or complaints regarding corporate accounting practices, internal controls or auditing. The Compliance Officer shall immediately notify the Audit Committee or, in the alternative, when a conflict exists with the Audit Committee, the President of the ACBL, of any such complaint and work with the Audit Committee or the President until the matter is resolved. Directors, officers, employees and volunteers may also report any concerns in these areas directly to the Chair of the Audit Committee.
- 4.7 Acting in Good Faith - Anyone filing a complaint concerning a violation or suspected violation must be acting in good faith and have reasonable grounds for believing the information disclosed indicates a violation. Any allegations that prove not to be substantiated and which prove to have been made maliciously or knowingly to be false will be viewed as a serious disciplinary offense.
- 4.8 Confidentiality - Violations or suspected violations may be submitted on a confidential basis by the complainant or may be submitted anonymously by phone, email or regular or overnight mail to one of the parties identified in subsection 4.9 below. Reports of violations or suspected violations will be kept confidential to the extent possible, consistent with the need to conduct an adequate investigation.
- 4.9 Handling of Reported Violations - The Compliance Officer or the Human Resources Manager will notify the sender, if known, and acknowledge receipt of the reported violation or suspected violation within five business days. All reports will be promptly investigated, and appropriate corrective action will be taken if warranted by the investigation. The person who is the subject of a whistleblower complaint or allegation may not be present at, or participate in, any Board or committee deliberations or vote on the matter relating to that complaint or allegation. However, the board or committee may request that the person who is subject to the complaint or allegation present information as background or answer questions at a committee or Board meeting prior to the commencement of deliberations or voting relating to the matter. If appropriate, the sender will be apprised of the outcome of the investigation. If, after a reasonable period of time the sender believes appropriate action has not been taken by the party to whom the violation was originally reported, he or she may submit another report to one of the other parties listed below.

4.9.1 ACBL Management Staff:

Human Resources Manager
6575 Windchase Blvd.
Horn Lake, MS 38637-1523
(O) 662-253-3100

4.9.2 Compliance Officer:

Linda Dunn, Esq. c/o ACBL
6575 Windchase Blvd.
Horn Lake, MS 38637
(O) 662-253-3182
linda.dunn@acbl.org

4.9.3 Audit Committee Compliance Officer:

Audit Committee Chair

- 4.10 Annually, the ACBL Audit Committee will provide a dated/reviewed/approved copy of this Whistleblower Policy to the Human Resources Manager for organizational distribution and posting on the ACBL website.
- 4.11 This Whistleblower Policy shall apply to all directors, officers, employees and volunteers of the ACBL. It does not apply to any director, officer, employee or volunteer of an ACBL-affiliated District, Unit or other ACBL-affiliated organization. Those organizations are encouraged to adopt their own policies in compliance with governing law.

Section 5 – Executive Director Succession Plan

- 5.1 This Executive Director Succession Planning Framework suggests a course of action for the ACBL Board in the event of a vacancy in the Executive Director position due to retirement or resignation of the incumbent Executive Director, immediate vacancy due, for example, to the death of the incumbent Executive Director, termination of the Executive Director, or any other cause of a vacancy in the Executive Director position.
- 5.2 Retirement or Resignation - Absent a contract, the incumbent Executive Director is expected to give a minimum of 12 months' notice of her or his intent to retire or resign from the position. The written notice to resign or retire should be given to the ACBL President, in person, and by mail to all other Directors of the Board. When possible and appropriate, the incumbent should be expected to be a part of the transition team to assist with the orientation of the new Executive Director.
- 5.3 Immediate Vacancy - The ACBL Board of Directors will be responsible for appointing an interim Executive Director who will serve in the position until a new Executive Director is hired. The ACBL Board of Directors will review the current Executive Director job description and strategic direction of the ACBL to determine if any changes in the job description or skills and competencies of the Executive Director are necessary. An Executive Director task force appointed by and headed by the ACBL President will forward recommendations to the Board of Directors for approval.

5.4 Executive Director Search Committee -When it becomes known that the ACBL will need to hire a new Executive Director, the ACBL President will appoint a five to seven-member Search Committee. The committee will consist of three to five Board members and additional one to two at-large members who will be responsible for interviewing and selecting a new Executive Director. The ACBL President or designee will be the chair of the Search Committee. The ACBL President may use outside organizations, paid consultants or contractors, as needed, to assist with the search process. The Executive Committee will develop an executive search budget. In-House counsel shall act as legal advisor to the Search Committee.

5.5 Responsibilities of the Search Committee:

5.5.1 Approve a timeline for the recruitment and selection process.

5.5.2 Approve recruitment materials and information.

5.5.3 Inform ACBL's constituency of the position opening and selection process.

5.5.4 Approve an advertising plan for the position in appropriate media.

5.5.6 Contact key community contacts by letter or phone.

5.5.7 Post an announcement on the ACBL website to members explaining the selection process.

5.5.8 Coordinate mailing of information to interested applicants.

5.5.9 Determine an overall interview and selection process.

5.5.10 Determine a process for screening applications and resumes.

5.5.11 Receive and screen applicant applications and resumes.

5.5.12 Develop a format for the interviews, including interview questions.

5.5.13 Arrange and conduct first round interviews with candidates.

5.5.14 Conduct reference checks of selected candidates.

5.5.15 Conduct second round interviews as needed.

5.5.16 Present at least two candidates to the Board of Directors along with its recommendation(s).

5.5.17 Communicate the hiring decision by letter to all candidates.

- 5.5.18 Recommend terms of the employment to the Board. The recommended terms shall be incorporated into the form of Employment Agreement provided in Codification Appendix 2-C. (Effective 7/15/20)
- 5.6 Conflict of Interest - Members of the ACBL Board of Directors and members of the Executive Director Search Committee are not eligible for the position of Executive Director. A former ACBL Board member who wants to apply for the Executive Director position must have left the Board at least one year prior to applying. ACBL staff and members who want to apply for the Executive Director position may not serve on the Search Committee.
- 5.7 Executive Director Transition Team - In a planned transition, the incumbent Executive Director and the ACBL Board of Directors are responsible for preparing the organization for a smooth transition. That preparation must include the transfer of organizational knowledge to appropriate Board and management team members. Such knowledge would include but is not limited to key constituents, collaborative relationships, existing contracts, Memorandums of Understanding and other relevant history. The Executive Director is responsible for developing and maintaining an Executive Director Transition Plan. The transition plan will include a list of things that an interim or new Executive Director would need to know or have access to and a list of the staff that are primary or backups for critical organizational tasks.
- 5.8 An Executive Director Transition Plan should include the following:**
- 5.8.1 List of key staff and their roles.
 - 5.8.2 List of key contracts pending.
 - 5.8.3 List of emergency contacts and telephone numbers.
 - 5.8.4 List of key community, business and government contacts and their contact information.
 - 5.8.5 Bank contacts and investment account information.
 - 5.8.6 Copy of the current Bank Check Signatory Forms and blank ones for the transition.
 - 5.8.7 List of people and organizations to contact regarding the appointment of a new Executive Director.

CHAPTER III - ADMINISTRATION

Chapter III (Sections A. - D. moved to Operations)

E. BOARD OF GOVERNORS

Section 1 – Rights and Responsibilities

- 1.1 The Board of Governors, through its right to make recommendations to the Board of Directors, provides an alternate organizational vehicle by which members, through their representatives, may propose changes in the operation or policies of the ACBL.
- 1.2 In accordance with ACBL Bylaws, the Board of Directors may accept, modify or reject proposals from the Board of Governors and must report on the action taken.
- 1.3 The Board of Governors has the right to establish and enforce those procedural rules necessary for it to discharge its duties, provided that, in doing so, it does not assume powers vested in another body of the ACBL.
- 1.4 The Board of Governors of the ACBL is the sole judge of its own membership, except in the case of First Alternate Directors and Second Alternate Directors to the Board of Directors.

Section 2 – Governance

- 2.1 Meetings of the Board of Governors, usually held three times a year at North American Bridge Championships, are open to any member of the ACBL although only official representatives to the Board of Governors, as defined in the ACBL Bylaws, may vote.
- 2.2 In-House Counsel shall provide a written report on the status of pending litigation to the ACBL Board of Governors and will attend its meetings when practical.
- 2.3 The Board of Governors is requested to verify that those persons voting in Bylaws changes, elections and other important matters are voting members.
- 2.4 The Chairman of the Board of Governors shall present a report, or a summary thereof, of the ACBL Board of Director minutes to the Board of Governors members.

- 2.5 With the exception of the Chair of the Board of Governors, no expenses for Board of Governors members attending meetings of the Board of Governors will be borne by ACBL.
- 2.6 Board of Governors members will be notified at least one month prior to the official opening of the general reservations period of their ability to make NABC host hotel reservations during the week before the reservations period.
- 2.7 ACBL will send the Board of Governors information electronically when possible.

CHAPTER IV – BOARD PROCEDURES

A. ADMINISTRATION

The mission of the ACBL is to promote, grow and sustain the game of bridge and serve the bridge-related interests of our members.

Section 1 – ACBL Board of Directors

1.1 Role

- 1.1.1 The ACBL Board of Directors exists to act as trustees for the members' interests as representatives of all the members.
- 1.1.2 The Board of Directors will direct, oversee and inspire the organization through careful deliberation and establishment of policies.
- 1.1.3 Policies will be statements of values or strategies that address outcomes (what benefits, for whom, at what cost), the boundaries of prudence, effectiveness, ethics and legality to be observed by staff, Board roles and responsibilities, and the Board-staff relationship.

1.2 Duties

- 1.2.1 Establish an ACBL Mission Statement, in cooperation with ACBL management, which defines the purpose for existence of the association known as the American Contract Bridge League and which further defines the general goals that the ACBL will strive to achieve.
- 1.2.2 Establish specific goals and objectives, in cooperation with ACBL management, and ensure that plans and policies are in place to enable their achievement.
- 1.2.3 Monitor the organization's progress against its goals.
- 1.2.4 Provide for required operating and capital resources to be available and ensure that appropriate controls are in place.
- 1.2.5 Hire and review the Executive Director.

1.3 Responsibilities

1.3.1 The Board should require of itself those disciplines needed for excellence in governing. These are among the expectations for Board members:

1.3.1.1 Regular and timely attendance, adequate preparation and careful attention at Board meetings.

1.3.1.2 The ability to communicate electronically via computer to facilitate communication between meetings.

1.3.1.3 Polite, pertinent discussion on the topic and addressed to the meeting chair.

1.3.1.4 Polite treatment of Board members and Board actions during and between meetings.

1.3.1.5 Newly elected Board members will be expected to attend an orientation program generally expected to be held at ACBL Headquarters on a date in January or February following their election.

1.3.1.6 Board members are expected to protect the confidentiality of the information provided to them.

1.3.1.7 Board members present at an NABC on the first Sunday are required to attend the Board of Governors meeting.

See also Appendix 4-A3 *Board of Director Duties and Responsibilities*

1.4 Special Considerations

1.4.1 NABC Level of NAP and GNT

Members of the ACBL Board of Directors may not play in any event that conflicts with Board meetings. Board members are allowed to play in multiple-session team events which have individual sessions that conflict with Board meetings, provided the Board member only plays in those sessions which do not conflict with Board meetings.

1.4.2 Unit and District Appeal Committees

Members of the Board of Directors may serve on bridge appeal

committees in Unit and District events.

- 1.4.3 Members of the Board of Directors, the Chair of the Board of Governors and Goodwill Members of the Year shall automatically become a member of the ACBL Aileen Osofsky Goodwill Committee.

Section 2 – Officers

2.1 Board of Directors

The term of office of a District Director will commence January 1 following the year of election and will continue for a period of three years or until a successor is declared elected and certified by the Board of Directors.

2.2 President of the Board of Directors

2.2.1 The ACBL President is elected by the Board of Directors for a one-year term commencing on January 1 of the following year.

2.2.2 At the time the ACBL President takes office, he or she may not be a member of the board of directors or a trustee of any other bridge organization other than that of a Unit or District. Restricted organizations include, but are not limited to, any ACBL-affiliated charity and/or foundation and other bridge related organizations such as the NABF, WBF, USBF, CBF or FMB. (Effective 1/1/2020)

2.2.3 Guidelines outlining the duties, responsibilities and authority of the ACBL President are in Codification Appendix 4-A1 *Duties, Responsibilities and Authority of the President*. See also Appendix 4-A4 *Standing Rules for Meetings and Committees*.

2.2.4 The current ACBL President and companion when invited by the host organization will be allowed to play in any Senior Sectional or Regional or any restricted-by-masterpoint Sectional or Regional. If not otherwise qualified, no masterpoint awards will be issued.

2.2.5 Vacancy

2.2.5.1 If a vacancy occurs in the office of President, or of President-elect subsequent to election but prior to assumption of office as President, the Board of Directors will act to elect a replacement in not less than 15 nor more than 45 days after the vacancy occurs. Declarations of candidacy will be required within 14 days.

2.2.5.2 These time periods will start to run with the date the Board of Directors is notified in writing, by any means including electronic transmission, of the vacancy. Notice may be provided by the office-holder, an officer of the corporation, or a member of ACBL management.

2.2.5.3 Should a regular scheduled meeting occur during this time span, the election will occur at that meeting, otherwise the acting President will conduct an election ballot by alternative means.

2.3 Chair of the Board of Directors

2.3.1 The Chair of the Board of Directors is the immediate past President of the ACBL Board of Directors. He or she will serve for a period of one year beginning at the expiration of his/her term of office as President or until his/her successor takes office. The Chair will preside over the meetings when the President is unavailable.

2.4 Treasurer

2.4.1 The ACBL Treasurer is elected by the Board of Directors at the Spring Board meeting for a one-year term commencing on May 1 of the same year.

2.4.2 The Treasurer shall fulfill the duties set forth in the ACBL Bylaws.

2.4.2.1 A vacancy in the office of Treasurer will be filled by the Board of Directors at its next regularly scheduled meeting.

Section 3 – Elections

The Board of Directors' nominating and election procedures for officers and other elected positions follow.

3.1 Nominations

An eligible ACBL member desiring to be a candidate for ACBL President, ACBL Treasurer, WBF Representative or any other position elected by the ACBL Board of Directors may declare his own nomination by notifying the Director of Elections. In addition, a Board member may declare or nominate an eligible candidate from the floor at the time of the election. A person may only serve as ACBL President if he is also serving as a member of the Board of Directors.

3.2 Voting Procedures

3.2.1 All voting will be by secret ballot.

3.2.2 Single seat available.

3.2.2.1 One person nominated: No vote is necessary; the nominated person is elected.

3.2.2.2 Two people nominated: Voting continues until one of the two nominees gains a majority of members present.

3.2.2.3 Three or more people nominated: Voting will proceed as follows:

- a. On the first ballot, each elector casts one vote. The nominee with the highest number of votes, if a majority, is elected.
- b. If there is no nominee with a clear majority on the first ballot, the one nominee, if any, with the fewest number of votes is eliminated and another vote is taken. If there is no single nominee with the fewest number of votes, then no nominee is eliminated and another vote is taken, provided that a nominee or nominees receiving no votes shall be automatically eliminated.

3.2.3 Two or more seats available.

3.2.3.1 Voters will vote for one position at a time. If the terms are different, the positions will be filled in order of term length, starting with the longest or longer.

3.2.3.2 The voting will proceed as follows:

- a. On the first ballot, each elector casts one vote. The candidate with the highest number of votes, if a majority, is elected.
- b. If there is no nominee with a clear majority on the first ballot, the one nominee, if any, with the fewest number of votes is eliminated and another vote is taken. If there is no single nominee with

the fewest number of votes, then no nominee is eliminated and another vote is taken, provided that a nominee or nominees receiving no votes shall be automatically eliminated.

3.2.3.3 Once the first position is filled, the process is repeated for the second and any subsequent position.

3.3 Counting Ballots

In-House Counsel, if available, and a member or members of ACBL management designated by the ACBL President will count the ballots. The vote count will be announced.

Section 4 – Communications

4.1 Board/Management Communications

4.1.1 Communication between ACBL Board of Directors members and ACBL management and staff will be courteous, responsive, respectful, and polite at all times. Board members should not expect instant replies and should convey that message. Staff should let the Board member know when it will be convenient for them to furnish information. In all cases, the following procedures will be followed:

4.1.1.1 All ACBL Board members will have direct access to the Executive Director. Should any problems or complaints regarding work product or the conduct of any employee arise, they will be discussed only with the Executive Director. If necessary, they will be transmitted in writing to the Executive Director who will investigate, take whatever appropriate action he deems necessary, and inform the complainant of the action taken. Under no circumstances will a member of the Board personally chastise any employee for any reason.

4.1.1.2 Board members wishing to contact ACBL management or staff with all matters relevant to the committees of the Board of Directors may do so only through the committee chair. The committee chair, in appropriate cases, will arrange for direct contact with the relevant member of staff that is assigned to that committee as staff liaison. Committee chairs may directly contact their staff liaison on all committee matters.

- 4.1.1.3 Board members desiring to communicate with staff on all business matters other than committee matters are encouraged to use email whenever practicable; provided, however, telephone calls are permitted. Telephone calls requesting significant amounts of information or requiring significant time of the employee being called must be cleared with the Executive Director.
- 4.2 The President or his designee will be the official responder to any correspondence addressed to the Board of Directors. Copies of the correspondence with the reply will be sent to all Board members.
- 4.3 Email
 - 4.3.1 Routine correspondence and reports from ACBL management to the Board of Directors will be via email. Routine correspondence may be defined as, but not limited to, management reports, monthly suspension reports, monthly rank changes, and any other non-critical report.
 - 4.3.2 Email sent to Board of Directors members, In-House Counsel and/or the Board of Governors chair will be considered confidential if marked as confidential by the sender.
- 4.4 Materials and Reports
 - 4.4.1 The Board will maintain confidentiality of personnel matters.
 - 4.4.2 ACBL management will provide copies of all pertinent materials to a District Director on any matters in which his District is involved.
 - 4.4.3 Documents created by committees are the property of ACBL. The Executive Director is responsible for determining the appropriate disposition with the exception of the disposition of documents created by the Executive Director Review Committee.
 - 4.4.4 The following Board operations documents will be reviewed every two years. Some of them are found in the appendices to this chapter:
 - a. Orientation Manual for New Board Members
 - b. Board of Directors' Duties and Responsibilities (Appendix 4-A3)
 - c. Board Member Protocol (Appendix 4-A3)
 - d. Skills Assessment (Appendix 4-A3)

- 4.4.5 Information that is sent to the Board of Directors that is not of a business nature should also be sent to In-House Counsel and the Chair of the Board of Governors.

Section 5 – ACBL Board of Directors Behavioral Code

- 5.1 The Board of Directors is the sole judge of the deportment of its members. The Board has the right and obligation to enforce its own rules and to require that its members refrain from conduct injurious to the ACBL and its purposes.
- 5.2 A committee of the Board to be known as the Board Oversight Committee is hereby authorized to investigate and report its findings and recommendations to the Board of Directors regarding issues of conduct by Board members.
- 5.3 The Board Oversight Committee will consist of three members, the Chair of the Board as the committee chair and the two most immediate past Board Presidents currently serving on the Board. If there are not any or a sufficient number of Past Presidents currently serving on the Board, then the Board member(s) with the longest tenure will serve. Should there be more than one member equally eligible to fill any vacancy, the decision shall be made by coin toss.
- 5.3.1 If any member of the committee is ineligible to serve because he is the subject of the complaint, or he recused himself or is otherwise disqualified, then temporary members will be added to the committee. Past Presidents currently serving on the Board, if any will be added as members, and if there is an insufficient number of past Presidents or they are still presently serving on the committee, then the Board member(s) with the longest tenure will fill any vacancy(s). Should there be more than one member eligible to fill any vacancy, the decision will be made by a coin toss.
- 5.4 The Board Oversight Committee will receive complaints from any member of the Board of Directors or the Executive Director concerning inappropriate behavior of a Board member. The committee will conduct a confidential investigation and review the facts of the case, making any necessary inquiries of the parties involved.
- 5.5 Offenses for which Board members may be referred to the Board Oversight Committee include, but are not limited to:

- 5.5.1 Inappropriate communication with any ACBL employee by telephone, mail, email or in person. Inappropriate communication includes, but is not limited to, condescending, rude or insulting remarks, and requests for significant amounts of information without going through the appropriate committee chairman.
 - 5.5.2 Sexually explicit remarks or behavior toward any employee.
 - 5.5.3 Condescending, rude or insulting remarks made to another Board member or to the chair of the Board of Governors in a Board meeting or by phone, mail, or email.
 - 5.5.4 Conduct that would embarrass or damage the credibility of the ACBL or the Board of Directors.
 - 5.5.5 Discussing any personnel matter, other than in a private conversation, in any forum except an executive session of the Board of Directors.
 - 5.5.6 Breaching the confidentiality of any ACBL business discussion designated as confidential.
 - 5.5.7 Failing to comply with the requirements of Codification Chapter IV – Board Procedures, A. Administration, Section 8 – Conflict of Interest Policy below.
 - 5.5.8 Actively engaging in a campaign for a Unit, District or ACBL elected position in Districts other than his own.
 - 5.5.9 Any action tending to injure the good name of the ACBL, disturb its well-being, or hamper it in its mission.
- 5.6 The Board Oversight Committee has no power to require the accused, or any other person, to appear before it, but it should quietly conduct a complete investigation to learn all relevant facts. Information obtained in strict confidence may help the committee to form an opinion, but it may not be reported to the Board of Directors or used in a hearing before the Board of Directors (see subsection 5.11 below), except as may be possible without bringing out the confidential particulars.
- 5.7 Any Board member accused of an offense will be promptly informed of the details of such offense and will have the right to address the Board Oversight Committee and present evidence before any action is taken.

- 5.8 If, after investigation, the committee's opinion is favorable to the accused, no discipline is warranted and the matter can be resolved satisfactorily, no further action will be required, and the matter will be considered closed.
- 5.9 If the committee decides that disciplines are appropriate, the case will be presented to the Board of Directors by the committee in an Executive Session of the Board at its next regular meeting or at any special meeting called for that purpose.
- 5.10 The accused has the right to be informed of the charge, given time to prepare his defense, and to appear and defend himself.
- 5.11 A case before the Board cannot legally establish the guilt of the accused, as understood in a court of law, it can only establish his guilt as affecting the best interests of the ACBL. Witnesses are not sworn, and hearsay evidence is admissible. The name(s) of the accuser(s) will not be divulged to anyone except the three members of the Board Oversight Committee.
- 5.12 The Board, after hearing all the evidence, can determine that there is no basis for a complaint or that punishment is warranted.
- 5.13 If the Board determines by a majority vote of all those voting that punishment is warranted, the following will apply (and the Board member who is the subject of the case may not vote on the matter):
- 5.13.1 The Board may, by majority vote of all those voting, approve a motion to reprimand or privately censure the member.
- 5.13.2 The Board may, by majority vote of all those voting, approve a motion to publicly censure the member. If the member is publicly censured, a public censure will be included in the minutes. The motion will only say that the Board has censured the member. No other details will appear in the minutes.
- 5.13.3 The Board may, by majority vote of all those voting, approve a motion to remove an officer elected by the Board from his position.
- 5.13.4 As it deems necessary the Board may, by majority vote of all those voting, approve motions setting forth more stringent punishments such as removal from committee chairmanship or membership or other punishment deemed appropriate by the Board of Directors.
- 5.14 Nothing in this Section will replace or abrogate ACBL Human Resources Policy or the ACBL Code of Disciplinary Regulations with regard to sexual harassment of ACBL, District or Unit employees.

- 5.15 Other than as relates to Board duties, no Board member will use his Board member status to receive preferential treatment from ACBL staff and, where possible and appropriate, will take reasonable, affirmative steps to avoid receiving such preferential treatment.

Section 6 – Employment of Board of Directors

- 6.1 No member of the ACBL Board of Directors, or candidate for such position if elected, or the ACBL Board of Governors chair, or the spouse, child, parent, brother, or sister, by blood or marriage, of a Board member or Board of Governors chair, will be employed as a permanent or temporary employee of the ACBL in any capacity other than that of Tournament Director until at least one year after leaving said position.
- 6.2 The requirement that a past Board member or chair of the Board of Governors be out-of-office for at least 12 months will not apply to employment as a Tournament Director or independent contractor in situations where sole payment is on a sales commission formula for quantifiable benefits brought to the ACBL.

Section 7– Redistricting

- 7.1 The Board recognizes the problems inherent in any plan to redistrict that would change traditional alignments of ACBL's various Units into administrative Districts for the purpose of promoting bridge. Therefore, changes in District alignments will be considered only at the request of a Unit(s) or District(s).

Section 8 – Conflict of Interest Policy

- 8.1 Purpose.

The purpose of these standards is to provide safeguards to members of the Board of Directors of the American Contract Bridge League (the “League”) from: (1) using their Board positions for purposes that are, or give the appearance of being, motivated by a desire for private financial gain for themselves or others such as those with whom they have family, business or other ties; (2) using their Board positions for purposes that are, or give the appearance of being, motivated by a desire to support a non-financial interest for themselves or others such as those with whom they have family, business or other ties; (3) violating their duty to the League by inappropriately disclosing confidential information about the League, and (4) any other acts which may constitute, or may appear to constitute, a conflict of interest.

This policy is intended to supplement but not replace the League's Bylaws and applicable state and federal laws governing conflicts of interest.

8.2. Financial Interests

821. No member of the Board of Directors of the League may participate in the selection, award or administration of a contract or other transaction in which he or his immediate family has a direct or indirect financial interest or with whom he is negotiating or has any arrangement concerning prospective employment. Such contract or transaction must be determined by the Audit Committee to be fair, reasonable and in the ACBL's best interests. "Immediate family" of any Board member means (1) his or her spouse or domestic partner, (2) his or her ancestors, brothers and sisters (whether whole or half-blood or by marriage), children (whether natural or adopted or by marriage), grandchildren, great-grandchildren, or (3) the spouse or domestic partner of his or her brothers, sisters, children, grandchildren, and great-grandchildren.
822. No member of the Board of Directors may vote on any matter which may directly or indirectly result in financial gain to that individual member or his immediate family which may conflict with that member's obligations to another organization or to his employer, it being understood that Board members may vote on matters which have a financial effect applying equally to all Board members.
823. The following items are not considered to create a "financial interest" or a "financial gain" under subsections 8.2.1 or 8.2.2:
1. Payment of expenses (either through direct reimbursement, substitute allowances such as per diems or mileage expenses, or provision of free lodging) incurred in connection with attendance at meetings or tournaments where the Director is providing volunteer service;
 2. Meals provided in conjunction with meetings and League District and Unit events;
 3. Free entries to League sanctioned competitions;
 4. Souvenirs or commemorative gifts from meetings or competitions;
 5. Small gifts of appreciation for service with an aggregate value of less than \$250 per year.

8.3 Non-Financial Interest. A “Non-Financial Interest” shall be defined as an interest, not involving financial gain, which might lead an independent observer reasonably to question whether a Board member’s actions or decisions in connection with the League are influenced by considerations of such outside interest. Non-Financial Interests include, but are not limited to, personal (direct or indirect through relatives and friends), bridge related and professional interests.

A Non-Financial Interest shall not exist in connection with a member of the Board of Directors of the League serving as an officer or director of a League District or Unit. (Effective 1/1/2020)

8.4 Annual Statement.

841 Board members shall annually complete, sign and submit a conflict of interest (COI) statement to the secretary of the League (or its Compliance Officer) identifying any contracts or transactions in which they have an actual or potential financial or non-financial interest that constitutes, or gives the appearance of constituting, a conflict of interest. Any such contract or transaction that arises after the submission of the COI statement must be brought by the Board member to the attention of chair of the Audit Committee, as it arises, and the Audit Committee shall address the documentation and resolution as set forth in section 8.5.2 below.

842 Newly elected directors shall provide this COI statement prior to assuming their seat on the Board.

843 A contract or transaction is not required to be disclosed if (1) the contract or transaction or the Board member or a related party’s financial interest in the contract or transaction is *de minimus*, (2) the contract or transaction (a) would not customarily be reviewed by the League Board (or boards of organizations similar to the League) in the ordinary course of business and (b) is available to others on the same or similar terms, or (3) the contract or transaction constitutes a benefit provided to a Board member or a related party that is the same benefit provided to all League members. A “related party” means Board member’s immediate family or any entity in which a Board member or his immediate family has a thirty-five percent or greater ownership or beneficial interest or, in the case of a partnership or professional corporation, a direct or indirect ownership interest of five percent or more.

8.5 Review of Annual Statements.

85.1 The Secretary of the League (or its Compliance Officer) must provide a copy of all completed COI statements to the chair of the Audit Committee or, if there is no Audit Committee, to the President. The Compliance Officer will review the COI statements and determine whether any Board member has a financial or non-financial interest, or possible financial or non-financial interest, that constitutes, or gives the appearance of constituting, a conflict of interest and report the results of such review to the Audit Committee in writing.

85.2 If a financial or non-financial interest is determined to exist, the Compliance Officer will discuss it with the Audit Committee and the Audit Committee will document the existence and resolution of the conflict in the minutes of the meeting in which such conflict was discussed or voted upon.

8.6 A person with a financial interest or Non-Financial Interest as defined herein may not be present or participate in Board or committee deliberation or vote on the matter giving rise to such conflict. However, at the request of a majority of the Board, they may be invited to make a brief presentation to the Board or to answer questions for the Board.

Notwithstanding the foregoing, if a Non-Financial Interest has been created by service with an ACBL-related charity or foundation or other bridge related organization, such as the NABF, WBF, USFB, CBF or FMB, that person may not vote on matters giving rise to the conflict but the other restrictions in the preceding paragraph shall not apply. (Effective 1/1/2020)

8.7 A person with a financial interest or Non-Financial Interest as defined herein may not make any attempt to influence improperly the deliberation or voting on the matter giving rise to such conflict.

CHAPTER IV - BOARD PROCEDURES

B. EXPENSES

Section 1 – ACBL President Expenses

The image of the ACBL is paramount in all of the activities of the President. In keeping with such premise, the following statement of policy sets forth the duties, responsibilities and restrictions by which the President will be guided:

- 1.1 The President will be granted an annual President's expense allowance of \$45,000. The President and the Treasurer may, prior to the Spring NABC, agree to increase this allowance by not more than \$5,000 based upon relevant circumstances.
- 1.2 In addition to the usual Presidential administrative functions which the President of most organizations performs, there are additional special responsibilities required of the office of ACBL President. These include, but are not limited to:
 - 1.2.1 Attending Regional and Sectional tournaments of his choosing to bring the ACBL to its members. In addition, at those tournaments the President is expected to host local volunteers in his suite or at a meal function.
 - 1.2.2 Hosting certain social functions at NABCs involving the members of the Board of Directors and special groups in his suite and holding special committee meetings in his suite. The President will host a welcoming buffet/reception for Board members and special guests in his suite.
- 1.3 The President may be accompanied by a person assisting the President in performing his duties. The expenses of such person(s) will be charged to the President's budget. The ACBL complies with IRS regulations which require companion travel reimbursements to be reported to the IRS as a taxable benefit.
- 1.4 The President is expected, within reason, to travel the most economical way to any tournaments, meetings or for other ACBL business. Airfare, using advance non-refundable ticketing, will reflect the lowest direct service fare available for travel at reasonable times for the travel dates whenever possible. The President will be reimbursed for travel to only one bridge event outside Zone 2 per year. The ACBL will reimburse no more than one non-WBF Representative for travel to the same tournament, if located outside Zone 2. The Executive Director will be the first choice to attend such, and the President may only attend if the Executive Director cannot/will not attend.
- 1.5 Travel and other expenses related to a specific activity (incl. special committee meetings) will be charged to Board expenses and not to the President's expenses.

- 1.6 In addition to serving as ACBL President, the President also continues to serve as his District's representative on the Board of Directors and, therefore, will receive the trimester expense reimbursement identical to that provided all other Board members.
- 1.7 Per diem will be paid at the appropriate IRS acceptable rate to the President and traveling companion per subsection 2.4 below.
- 1.8 Travel to and from the NABC will be paid for up to two individuals acting as hosts at the President's suite during each NABC. One-half of this expense will be charged to Board expenses and one-half to President's expenses
- 1.9 Any additional expense shall be charged to the President's budget.

Section 2 – Board of Directors Expenses

This policy pertains to Board members and Chair of the Board of Governors for ACBL meetings or functions. The ACBL will reimburse the following expenses:

- 2.1 Travel via Air
 - 2.1.1 Actual ticket price using advance non-refundable ticketing, reflecting the lowest direct service fare available for travel at reasonable times for the travel dates. Travelers may upgrade to business/first class so long as no additional expense is incurred by ACBL.
 - 2.1.2 On an individual basis, when authorized by the President and Executive Director, spouse/companion airfare to a meeting will be paid when needed.
- 2.2 Travel via Automobile and Rail
 - 2.2.1 Subject to advance approval of the Treasurer, Board members will be reimbursed at the applicable United States IRS rate for automobile travel, provided that it is a reasonable amount not to exceed the price of round-trip equivalent airline ticket at the rates listed above.
 - 2.2.2 Tolls and ferries en-route and parking at the meeting site for the number of days calculated for per diem reimbursement will also be reimbursed by the ACBL.

2.2.3 No meals or rooms en-route will be reimbursed.

2.2.4 ACBL will reimburse the cost of train fare not to exceed the cost of equivalent airfare.

2.3 Hotel

2.3.1 Board members will be reimbursed at the ACBL host hotel negotiated room rate incurred, beginning with the night before their first officially scheduled meeting and continuing through the night the Board meetings conclude; provided, however, if the Board member attends the Board of Governors meeting, the reimbursement will extend through the first Saturday night of the NABC.

2.3.2 In order to qualify for reimbursement, the attendees must have paid the ACBL host hotel for the appropriate number of room nights.

2.3.3 Board members who share a room with another Board member will only receive reimbursement at the ACBL host hotel negotiated room rate for one room, not two.

2.3.4 Board members may not charge a fee for use (or sharing) of their room for which they are receiving ACBL reimbursement.

2.4 Per Diem Meals

2.4.1 Reimbursement for meals will be paid on the basis of the applicable IRS meals-only per diem rate for travel within the 48 continental United States (including the District of Columbia) ("CONUS"). For travel outside CONUS, meals-only per diem will be paid at the applicable IRS per diem meals-only rate for the highest cost CONUS city.

2.4.2 Per diem will be paid beginning with the day before the first officially scheduled meeting through either the day of departure or the Sunday of the Board of Governors meeting, whichever is earlier.

2.4.3 Board member per diem may be reduced by up to 25% by the ACBL Treasurer based on the concierge privileges.

2.4.4 Board member per diem will be reduced for meals provided by the ACBL and for meals received that are directly related to a Board member's position on the ACBL Board of Directors.

- 2.4.5 An option is available to local committees for a celebration to honor NABC volunteers in lieu of the ACBL hosting a local volunteer dinner immediately prior to the tournament: the Volunteer Host Committee will receive a \$7,500 contribution from the ACBL to be used at its discretion to recognize its volunteers. (Effective January 1, 2020)
- 2.5 Additional Reimbursable Expenses
- 2.5.1 Attendees will be reimbursed for the reasonable actual costs of baggage handling and storage expenses. Attendees will also receive the allowable daily incidental expense amount included in the daily per diem allowance.
- 2.5.2 Ground transportation to and from airports at home and at the NABC location plus reasonable tips will be reimbursed.
- 2.5.3 Parking of the attendee's personal automobile at the airport will be reimbursed for the same number of days as the per diem reimbursement.
- 2.5.4 Airport departure taxes will be reimbursed.
- 2.5.5 Expenses incurred in exchanging non-U. S. dollars will be reimbursed at the exchange rate prevailing when incurred. In addition, credit card and other currency conversion charges will be reimbursable.
- 2.6 Entry Fees. Each Board member will receive complimentary entry fees to all events at NABCs, except on the first day of the NABC (usually Thursday) when proceeds from the games are designated for the International Fund, Educational Foundation or Charity Foundation.
- 2.7 Request for Reimbursement. Reimbursement requests by ACBL Board members and the Chair of the Board of Governors will be submitted to ACBL within 30 days of the completion of the tournament at which the expense occurred. Failure to do this will incur a penalty of 1/2 of the trimester stipend payable prior to the next Board of Directors meeting. Reimbursement requests must include a copy of air ticket(s) showing name, dates of travel and price and paid hotel bill if reimbursement is requested for hotel stay. Receipts are also required for any individual expenditure equal to or greater than \$75.

- 2.8 The Director of Finance, in consultation with the President and the Treasurer, will adjudicate any disputes as to whether travel expenses are eligible for reimbursement.

Section 3 – WBF Representatives (abrogated 11/2018)

Section 4 – Board of Directors’ Stipend

- 4.1 The President of the ACBL, each District Director and the Chair of the Board of Governors will receive an amount of \$1,000 three times per year to reflect travel to District and Unit events, telephone expenses, mailings and miscellaneous office expenses connected with the office of District Director and Chair of the Board of Governors.
- 4.2 Extraordinary expenses incurred as a committee member will be considered for additional reimbursement.

Section 5 – Other Expense Reimbursement

- 5.1 Expenses for non-Board members and Board members traveling on ACBL business other than Board meetings will be reimbursed on the same basis as travel to Board meetings. With the exception of guests of the President described in subsection 1.4 above, there will be no reimbursement for expenses of guests.

Section 6 – Board of Directors Attendance at Board of Governors Meeting

- 6.1 ACBL Board members wishing reimbursement for the additional nights of hotel and per diem that are paid for attending the Board of Governors meeting may not play in any bridge event that will or may preclude their attendance at any part of the Board of Governors meeting.

CHAPTER IV – BOARD PROCEDURES

C. MEETINGS

The Board of Directors will meet prior to each NABC at the site of the NABC. The goal of the members of the Board of Directors is to have shorter meetings with more work being done in advance electronically and otherwise. The Spring and Summer meetings will end on the day before the Board of Governors meeting, the length of each meeting will be determined by the ACBL President in consultation with ACBL management.

Section 1 – Attendance

- 1.1 Providing space and other practical considerations permit, meetings of the ACBL Board of Directors will be open to any ACBL member with permission of the ACBL President.
- 1.2 ACBL members are excluded from Executive Sessions and meetings concerning the Appeals and Charges Committee and other sensitive issues.
- 1.3 ACBL members attending such meetings will not participate in the proceedings unless requested to do so.

Section 2 – Conduct of Meetings

2.1 Journal

- 2.1.1 Any motion to be submitted for future agendas, either by Board members, ACBL management, the Board of Governors or from a membership meeting, will be submitted through the Journal. The cut-off date for submission of items for the Journal will be 30 days prior to each Board meeting. Before submitting a motion to the Journal, a Board member should ask himself if this is a policy issue. Members should provide complete background information with Journal items, including a statement about why this is policy. The motion should be sent to the ACBL Executive Director and his designee.
- 2.1.2 As an initial step, motions for the Journal from Board members will be subject to screening by the appropriate committee chair (or vice-chair if the chair is unable to respond within five (5) business days) and the President. One of the following actions will be taken:
 - 2.1.2.1 The motion will be approved as is for the Journal.

- 2.1.2.2 The motion will be sent back to the maker for reorganization or rephrasing.
- 2.1.2.3 The maker of the motion will be informed that the motion does not belong in the Journal. The motion can still be included in the Journal (but not placed on the agenda) with comments from the committee chair explaining why the motion is inappropriate.
- 2.1.3 When a motion is submitted to the Journal, it should not be copied to all Board members prior to approval by the committee chair and the President.

2.2 Agenda

2.2.1 Accepted motions

- 2.2.1.1 The agenda for each Board meeting consists of approved motions from Board members and motions submitted by ACBL management, the Board of Governors and by the membership at an annual or special membership meeting. The agenda will incorporate all pertinent discussion, comments and references. The agenda motions will be assigned by the President to the appropriate committee or to the full Board.
- 2.2.1.2 Agenda motions will be transmitted electronically to each Board member as soon as approved. Board members will receive the full agenda/Journal electronically within a week after the deadline for submission of motions.
- 2.2.1.3 The President, ACBL management, the Finance Committee and the Appeals and Charges Committee will be permitted to place financial or disciplinary items and similar matters on the agenda at any time.
- 2.2.1.4 Any motion submitted to the agenda with an anticipated cost or savings of more than \$10,000 will automatically be sent to the Finance Committee for input.

2.2.2 Non-agenda items

2.2.2.1 A motion received too late for inclusion in the agenda/Journal may be presented at the initial meeting of the Board as a non-agenda item motion. A majority affirmative vote of the Board members present is required to consider a non-agenda item motion.

2.2.2.2 No motion involving a potential financial impact in excess of \$10,000.00 will be introduced as a non-agenda item motion without either the approval of the Executive Committee or three days' notice to the Board. Such motion will require 2/3 vote of the Board members present for consideration. (Effective January 1, 2020.)

2.3 Reconsideration

2.3.1 A motion considered and acted upon by the Board may only be reconsidered at the same meeting upon a motion by a member of the Board who voted on the prevailing side and subsequent approval of the motion to reconsider by a 2/3 vote.

2.3.2 A motion considered and acted upon by the Board may be reconsidered at the next subsequent meeting upon a motion for reconsideration by a member of the Board and subsequent approval of the motion to reconsider by a 2/3 vote.

2.3.3 A motion considered and acted upon by the Board will be reconsidered at the next subsequent meeting if a request for reconsideration is submitted by the Board of Governors.

2.4 Annual Actions

2.4.1 The President will be elected at each Fall meeting.

2.4.2 The General Conditions of Contest for all bridge events will be approved annually at the Summer meeting. This subsection shall not prevent actions by the Board of Directors, at other meetings, to resolve situations that must be addressed prior to the next Summer meeting.

2.4.3 The operating budget for the following calendar year will be approved at the Fall meetings.

- 2.5 Consent Calendar - The Board of Directors will utilize a consent calendar.
- 2.5.1 The entire consent calendar will be presented at the opening session of the Board meeting for approval. If an item is removed from the consent calendar, it will be considered during the time assigned to the committee for its other items.
- 2.5.2 Motions that are approved or refused unanimously by a committee with no substantive changes may be placed on the consent calendar.
- 2.5.3 Motions that have been amended by the committee must be published to the full Board no later than seven (7) days prior to the Board meeting in order to be placed on the consent calendar.
- 2.5.4 One vote is sufficient to remove a motion from the consent calendar. A Board member requesting removal of an item from the consent calendar should make their intention known to the committee chair and motion maker(s) prior to the commencement of the Board meeting so that informational questions are answered ahead of the Board meeting.

(Effective January 1, 2020.)

Section 3 – Committees (Effective January 1, 2020.)

- 3.1 All motions, except those designated for the full Board, will be referred by the President to the appropriate committee chair for consideration. Committee chairs have a responsibility to read motions assigned to their committee, respond to the motion maker(s) and process the motions in a timely fashion.
- 3.2 Committee chairs should publish their electronic meeting schedule to the full Board at least three (3) days prior to such meetings and include an agenda of motions to be considered at the meeting. Board members who wish to express opinions on specific motions should endeavor to attend the committee meeting. If a Board member is unable to attend, he should let his position be known to the committee chair in writing before the committee meeting.
- 3.3 Once the committee vote has been taken on a motion, the committee chair should complete a committee decision form which records any amendments, committee recommendation, the vote and the arguments in favor of and against the motion. This form should be completed quickly after the committee meeting and posted to the electronic Journal.

- 3.4 The chair of a committee or his designee is responsible for presenting his committee's motions to the Board as a whole for consideration or vote.
- 3.5 When bringing a committee motion before the full Board, committee chairs should have available the following information: current policy, alternatives considered, objectives to be accomplished, discussion and financial impact.
- 3.6 The Board shall act upon each committee's report, which shall include a recommendation on each motion assigned to it for consideration. After the committee chair presents a motion, Board members should only ask informational questions before the debate on the pros and cons. Debate should not be repetitive or argumentative.
- 3.7 No motion which has been substantively changed from its presentation in the Journal may be voted on by the Board until Board members have electronically received a copy of the revised and/or amended motion.
 - 3.7.1 No motion or proposed amendments to motions may be substantively changed from the presentation in the Journal. However, an amendment that is not in conflict with the spirit of the original motion submitted, and yet still relevant to it, is in order. The ACBL President, chair of the appropriate committee and In-House Counsel will make the determination as to whether or not a revised motion or proposed amendment is, in fact, a new concept that would require a new motion to be submitted to the Journal at a subsequent meeting.
 - 3.7.2 If it is determined that the proposed motion or amendment is in order, no vote will be taken until Board members have been presented with a written copy of the revised and/or amended motion.
- 3.8 Motions from Board members may be withdrawn by the maker(s) at any time prior to presentation to the full Board. Motions may be withdrawn after presentation to the full Board with the consent of a majority of the Board.
- 3.9 Other duties of chairs may be assigned by the ACBL President or his designee.

Section 4 – Voting

- 4.1 Recording of Votes. Following are the procedures to be used when recording votes of the individual members of the Board of Directors on motions that come before them:

- 4.1.1 Votes will be recorded in the minutes on motions submitted by the Board of Governors and action motions. Motions not requiring action, such as reports received, need only have the notation carried or not carried.
 - 4.1.2 A roll call vote will be taken on a motion when requested by the committee chair or a Board member.
 - 4.1.3 When a roll call vote is not taken, those voting on the non-prevailing side will be asked to identify themselves when the individual Board member votes are to be recorded.
- 4.2 Cloture Rule. A form of cloture may be employed by the Board in handling agenda items. After initial pro and con arguments on an issue, a straw vote (show of hands) should be taken and, when the result is at least 2/3 of those present and voting, either for or against, further debate should cease, and a final vote should be taken.
- 4.3 Second Reading
- 4.3.1 When a proposed regulation requires a second reading, it will be put on the full Board agenda and not be presented for committee action for the second reading unless there is member feedback, including Board of Governors. If any substantive change is made to the proposed regulation, it will require a subsequent reading by the Board of Directors.
 - 4.3.2 Any action by the Board quantitatively changing masterpoint awards shall become effective only after Board approval at the next meeting following its initial approval.
- 4.4 Electronic Voting
- 4.4.1 When voting on a motion to be approved by unanimous written consent pursuant to New York Not-for-Profit Law Section 708(b), the Board may do so electronically (by email or facsimile).
 - 4.4.2 Each member's vote must contain a fax or email copy of the voter's signature to be valid.

Section 5 – Minutes

- 5.1 All actions of the Board of Directors will be reported in the minutes. Where action involves adoption of reports or collateral documents, the Board authorizes the substitution of a summary or abstract thereof in such minutes. The full report or documents will be made available to any

interested member of the League. Summaries of oral reports prepared by committee chairs will be included in Board meeting minutes.

- 5.2 Publication in the Bridge Bulletin of the complete minutes of meetings of the Board of Directors is not required. A condensation of major enacted motions, prepared by the ACBL President (or designee), will be published. Recorded votes will be included except in instances where the vote is without dissent.
- 5.3 Ongoing revisions and updates of the codified Board of Directors regulations (Codification) will be an ACBL management function, subject to review and ratification by the Board of Directors.

Section 6 – Evaluation of Meeting

- 6.1 At the conclusion of every Board meeting, the Board should rate its own performance in terms of what went well (and why) and what didn't go well (and why) by using a Board evaluation form or some other method as determined by the Board.

CHAPTER IV – BOARD PROCEDURES

D. COMMITTEES

The Board will utilize committees to help accomplish its work. The committees will assist by recommending policy, actions or alternatives for Board deliberations. There are five types of committees: Committees of the Board, Committees of the Corporation, Special Committees, Management Committees, and Other ACBL Bodies. At the end of every calendar year, each committee chair shall submit a committee report. This report will contain information on the process of the committee, progress made that year and thoughts of future undertakings.

Section 1 – Committees of the Board

The Board shall have Committees of the Board, which have the authority to act on behalf of and bind the Board as provided by Board resolution. Other Committees of the Board may be created by the Board to take action on behalf of the Board as provided by Board resolution.

The following are Committees of the Board named within the ACBL Bylaws:

1.1 Executive Committee

1.1.1 Purpose

1.1.1.1 The purpose of the Executive Committee is to transact business of a time-sensitive nature requiring immediate action between Board of Directors meetings. The Executive Committee is answerable to the Board of Directors and subject to its general direction. It will have additional powers as the Board may delegate to it from time to time.

1.1.1.2 When the committee determines that exigent circumstances exist, the committee may act for the Board on matters otherwise requiring two readings.

1.1.2 Composition

1.1.2.1 The committee comprises the President of the ACBL, the chair of the Board of Directors who are ex-officio members with full voting rights, and three elected members of the Board of Directors.

1.1.2.2 The President of the ACBL is the chair of the committee. In the absence of the President, the chair of the Board of Directors serves as chair of the committee.

1.1.3 Term of Office

1.1.3.1 Elected members serve a three-year term beginning January 1.

1.1.3.2 An elected representative is not eligible for election to an immediate successive term.

1.1.4 Election

1.1.4.1 Candidates will be nominated by each of the three zones: Eastern (Districts 1, 3, 4, 5, 6, 7, 9, 24, 25); Central (Districts 2, 8, 10, 11, 12, 13, 14, 15, 16) and Western (Districts 17, 18, 19, 20, 21, 22, 23), and the Board will elect from these nominees.

1.1.4.2 Each zone will nominate an alternate representative to serve on the committee when the primary committee member is unavailable. Alternates will be nominated and elected in the same manner as the primary committee member.

1.1.4.3 In case an elected zonal member of the Executive Committee resigns, or his term as District Director expires during his term as a member of the Executive Committee and he is not reelected to another term as District Director, the vacancy will be filled by the alternate zonal representative.

1.1.4.4 Directors from the affected zone will nominate a new alternate.-

1.1.4.5 Election of zonal representatives will be at the Fall meeting of the Board of Directors.

1.1.5 Meetings

1.1.5.1 Meetings may be called by the President or by a majority of the members of the committee. Meetings (and therefore voting) may be held only in person or by conference call where a quorum is/can be present.

1.1.5.2 A majority of the members of the committee will constitute a quorum.

1.1.5.3 Notice to all members and alternates of the committee should be delivered by email, telephone, first class mail, facsimile transmission, or in person at least 72 hours in advance, if possible. Meetings may be called on shorter notice at the discretion of the President or a majority of the committee. There will be a stated time limit for the committee member to respond to the notice. The notice

will include a statement of the purposes of the meeting, and the business transacted at such meeting will be limited to those stated purposes. Committee members will acknowledge receipt of notice as soon as possible.

- 1.1.6 Reporting: The minutes of the Executive Committee will be submitted to the Board of Directors within 14 days of the conclusion of the Executive Committee meeting.

1.2 Audit Committee

- 1.2.1 The Audit Committee provides independent oversight of internal controls within the ACBL, determines whether there are problems that should be reported to the Board, confers independently with the internal auditors and the independent accountants, reviews non-audit services to be performed by the independent accountants, and determines the fees for audit and non-audit services performed by the independent accountants, and recommends the appointment of outside auditors.
- 1.2.2 The President nominates, and the Board approves, the chair and members at the beginning of his term. The committee will be comprised of three members of the Board of Directors who are not currently officers of the Board and who have not been officers during the current year and previous year.

(See Appendix 4-D1 for the *Audit Committee Charter* and attached *Audit Committee Checklist*)

1.3 National Appeals and Charges Committee

- 1.3.1 The National Appeals and Charges Committee reviews and hears disciplinary cases on behalf of the full Board. In addition to those responsibilities of hearing appeals and reviewing cases, the National Appeals and Charges Committee of the Board of Directors is responsible for any agenda items dealing with conduct, deportment and ethics and any regulations involving same.
- 1.3.2 The President nominates, and the Board approves, the chair and members at the beginning of his term. Membership is comprised of Board members.
- 1.3.3 Disciplinary Hearing - When a disciplinary hearing is held before the National Appeals and Charges Committee, the following rules will apply:

1.3.3.1 During Appeals and Charges Committee hearings, only those ACBL Board members who are members of the National Appeals and Charges Committee (and their advisor) may be present. Only members of the National Appeals and Charges Committee may ask questions of a witness.

1.3.3.2 All findings, conclusions and recommendations of the National Appeals and Charges Committee will be made by vote of only the members of the committee.

1.3.4 Rights of Members

1.3.4.1 The Board of Directors delegates to and confers upon the National Appeals and Charges Committee the right and power to act in the Board's behalf in all matters referred to it under the Bylaws and regulations; provided, however, that in any case which the committee deems proper, it will refer the matter to the full Board for disposition.

1.3.4.2 Adequate procedures and regulations are in effect to protect the rights and conveniences of members who are unable to personally appear before the committee. Specifically, without limitation, such procedures include:

- a. The consideration of affidavits and other evidence.
- b. The appointment of its special representatives to conduct fact-finding investigations.
- c. The conduct of its own hearings at any time, and at any place, which seems appropriate.

1.3.4.3 Adequate regulations and procedures are in effect at all playoffs and national championships, so that the ACBL can have hearings and make rulings on the spot at such tournaments. In no event would it be necessary to call a Board of Directors' meeting to consider any action in the case of infractions of rules, appeals of any kind whatsoever, including discipline felonies, as such decisions are rendered promptly on the spot and are considered final for purposes of the event involved.

1.3.5 Reports

1.3.5.1 In reporting to the National Appeals and Charges Committee on Tournament Committee proceedings involving a player, ACBL management will include a summary of prior reports and other pertinent matters concerning that player.

1.3.5.2 The National Appeals and Charges Committee will review all reports involving players and advise the Board when action of any kind is indicated.

1.3.6 Conflict of Interest

1.3.6.1 No District Director will serve on a committee hearing an election protest or an appeal from his/her own District involving a player from that District, nor will he/she be allowed to vote on such an appeal if said appeal comes before the ACBL Board of Directors.

1.3.6.2 All parties to the appeal may be present during a committee or ACBL Board hearing and allowed to speak.

1.3.7 Jurisdiction of Disputes: The National Appeals and Charges Committee will act for the ACBL Board of Directors on all matters involving discipline brought to the Board of Directors unless (a) the committee declines, in which case such matter will be heard and decided by the full Board, or (b) when the ACBL Board of Directors decides to act itself. All matters of a non-disciplinary nature will be decided by the Board.

Section 2 – Committees of the Corporation

2.1 A Committee of the Corporation is a body established by the Board of Directors to address a functional area for which there is a need for continuing evaluation. It will report the results of its deliberations to the Board of Directors at each regularly scheduled meeting of the Board of Directors.

2.2 The President appoints the chair and members at the beginning of his term. Membership is comprised of Board members.

2.3 Each of the committees will participate in planning and will recommend policies. Each committee may have subcommittees whose members need not be members of the committee.

2.4 The effectiveness of committees may be improved if reports to be made to the full Board (i.e., Executive Director, In-House counsel, and Treasurer) are heard before committee meetings commence, as these reports may impact on discussion.

- 2.5 The chair of a Committee of the Corporation or his designee is responsible for presenting his committee's motions to the Board as a whole for consideration or vote. Other duties of chair continue to rest with the ACBL President or his designee.
- 2.6 The committee chair coordinates the activities of that committee and keeps the President and/or Executive Director informed of its progress toward achieving the purpose for which it was established.
- 2.7 Finance Committee
 - 2.7.1 The Finance committee examines all financial-related matters and determines whether proposed expenditures may be made within Board guidelines for liquidity and capital preservation. (It is ACBL management's function to allocate money according to policy set by the Board and objectives created under strategic planning).
 - 2.7.2 The President appoints the chair and members at the beginning of his term. Membership is comprised of Board members.
- 2.8 Executive Director Review Committee
 - 2.8.1 The term of office for each Executive Director_Review Committee member will be from the end of the Spring Board of Directors meeting to the end of the Spring Board of Directors meeting of the following year.
 - 2.8.2 The President appoints the chair and members of the committee from among the members of the Board at the beginning of his term.
- 2.9 Laws Commission
 - 2.9.1 There will be an ACBL Laws Commission which will prepare the Laws under which both duplicate and rubber bridge games will be governed. These Laws may be reviewed and revised periodically by the Commission.
 - 2.9.2 The Commission will consist of a minimum of nine members and a maximum of 15 members. The Commission will elect the chair of the Laws Commission from among its members. The members will be appointed by the President of the ACBL with the approval of the Board of Directors and each will serve for a five-year term.
 - 2.9.3 The Commission members will be appointed and confirmed at the Spring NABC. The term of office will begin on the day following the end of the Spring NABC and will expire on the day following the end of the appropriate subsequent Spring NABC.

- 2.9.4 If a member of the Commission is unable to serve his entire term for any reason, the vacancy so created will be filled by the President at the next meeting of the Board of Directors and is subject to Board approval. The newly appointed members will serve the remainder of the unexpired term.
- 2.9.5 Members of the Laws Commission who are not members of the ACBL Board of Directors or employees of the ACBL will receive one two-session entry to an NABC+ event or lower, which is good for one year from date of receipt at the conclusion of their meetings at each NABC. Only those in attendance for all required meetings will be compensated.
- 2.9.6 Any member of the ACBL Laws Commission that has an unexcused absence as determined by the Commission chair for three consecutive meetings will be considered as resigned and the President will appoint someone to finish the remaining term.
- 2.9.7 The ACBL will send a representative from the ACBL Laws Commission to attend all meetings of the WBF Laws Committee held in conjunction with World Championships. In the years when the Drafting Committee is in session, but in any event no longer than four years.
- 2.9.7.1 The representative will be selected by the ACBL Laws Commission.
- 2.9.7.2 The ACBL will provide air fare actual ticket price using advance non-refundable ticketing reflecting the lowest direct service fare available for travel at reasonable times for the travel dates, per diem, and hotel room.

Section 3 – Special Committees

- 3.1 A special committee is a body established by the Board of Directors, the Executive Committee, or the President to address a special purpose. It will meet, exist and report as required by the provisions of the enabling legislation. Enabling legislation will include commencement and termination dates/events.
- 3.2 Meetings of special committees held other than at the site of an NABC must be authorized by the President.
- 3.3 The President appoints the chair and members of special committees.
- 3.4 National Tournament Committee
- 3.4.1 Management will, upon review of the conditions of contest, determine if there is a need to convene the National Tournament Committee.

3.4.2 The chair of the Board Bridge Committee will be the chair of the National Tournament Committee.

3.4.3 The National Tournament Committee will have a minimum of five Board members. If there are fewer than five Board members at the tournament site who can serve on the committee, a conference call will be used to include enough additional Board members to meet the five Board-member requirement. Members of the Bridge and Tournament Committees of the Board of Directors will be the first ones called for this duty.

3.5 International Committee

3.5.1 The Presidents of the WBF Zone 2 National Bridge Organizations shall be members of the "International Committee" or any successor committee whose functional area is participation in international bridge organizations and events. They may, individually or collectively, propose motions to the Board of Directors concerning international bridge or other issues that impact their NBOs. Their participation shall be limited to committee activities. Expenses attributable their participation on the committee shall not be paid nor reimbursed by the ACBL.

3.6 Bylaws Committee

3.6.1 The purpose of this committee is to review the ACBL Bylaws as needed and suggest appropriate revisions.

3.6.2 The committee will consist of seven people appointed as follows: four members of the Board of Directors (one of whom will be the chair) to be selected by the President; one member to be selected by the Board of Governors; and two members to be selected by the ACBL Executive Director. The Presidential appointments of four Board of Directors members to the ACBL Bylaws Committee are restricted to Board members and do not require Board approval.

Section 4 – Management Committees

4.1 A management committee is a body established by the Executive Director to accomplish functions assigned to the ACBL staff by appropriate authorities.

Section 5 – Other ACBL Bodies

Other ACBL bodies are non-Board committees established by the Board of Directors to accomplish goals and objectives deemed appropriate. These entities operate in accordance with, and under the provisions of, the enabling legislation.

5.1 NABC Tournament Conduct Committee (Effective January 1, 2020)

The process for forming an NABC Tournament Conduct Committee will be as follows:

5.1.1 ACBL management will create a roster of committee members from:

- a. A list of names approved by the ACBL President that has been submitted by ACBL management;
- b. The membership of the ACBL Ethical Oversight Committee; and
- c. The membership at large, if needed.

5.1.2 When the committee is to hear a charge or charges relating only to conduct (not including an ethical violation), ACBL management will select the committee from available members in categories a. through c. immediately above.

5.1.3 When the committee is to hear a charge which includes an ethical violation, the ACBL Ethical Oversight Committee chair will select the committee from available members of the ACBL Ethical Oversight Committee and/or, if needed, from the membership at large.

5.1.4 The committee members serving on a case will be compensated. The guideline for the amount of the compensation is the value of a two-session entry to an NABC+ event for each day the committee meets.

5.2 ACBL Disciplinary Committee

The committee will hear cases regarding matters specified in the ACBL Code of Disciplinary Regulations (CDR) or other original cases when so instructed by the ACBL Board of Directors.

5.2.1 The committee will consist of 12 members appointed by the President for three-year terms.

5.2.2 Should there be a need for this committee to hear a case per the CDR, ACBL management will notify the committee chair. The chair will seat a committee of five or seven members from among the membership of the ACBL Disciplinary Committee to hear the case.

- 5.2.3 The President, after consultation with the current chair, appoints the ACBL Disciplinary Committee members. The President shall appoint four members per year. Appointments are subject to Board approval.
- 5.2.4 The committee elects the chair for a one-year term from among its members.
- 5.2.5 The ACBL Disciplinary Committee members will be appointed and confirmed at the Spring NABC. The term of office will begin on the day following the end of the Spring NABC and will expire on the day following the end of the appropriate subsequent Spring NABC.
- 5.2.6 If a member of the committee is unable to serve his entire term for any reason, the vacancy so created will be filled by the President at the next meeting of the Board of Directors, subject to Board approval. The newly appointed member will serve the remainder of the unexpired term.
- 5.2.7 The chair of the ACBL Disciplinary Committee and all members serving on a case will be compensated. The guideline for the amount of the compensation is the value of a two-session entry to an NABC+ event for each day the committee meets.

5.3 Competition and Conventions Committee

- 5.3.1 The purpose of the Competition and Conventions Committee is to review conventions and the convention charts, the alert procedure, the convention card and conditions of contest plus any other competitive aspects of bridge play, such as timing and procedures. The committee will meet at each NABC and conduct work as needed between tournaments. A report of each meeting will be distributed to the Board of Directors as soon as practicable.
- 5.3.2 The Competition and Conventions Committee will consist of 11 members, of which eight (8) shall be appointed by the President in consultation with the Competition and Conventions Committee chair.—Appointments are subject to Board approval. The term of office for each member will be as follows: four expert players shall be appointed to staggered three-year terms with two appointments made in 2015 and every third year thereafter, and four additional positions shall be appointed to one-year terms.

In addition, the chairs of the ACBL Board's Bridge Committee and Tournament Committee shall be voting ex-officio members of the Competition and Conventions Committee. If there is no Board Bridge Committee or Tournament Committee, the President shall designate this position from sitting ACBL Board members. ACBL management shall designate an ACBL Tournament Director to serve as a voting member.

- 5.3.3 The committee will elect the chair of the ACBL Competition and Conventions Committee from among its members for a one-year term, rotating at least every three years.
 - 5.3.4 The Competition and Conventions Committee members will be appointed and confirmed by the Board at the Spring NABC. The term of office will begin on the day following the end of the Spring NABC and will expire on the day following the end of the appropriate subsequent Spring NABC.
 - 5.3.5 If a member of the committee is unable to serve his entire term for any reason, the vacancy so created will be filled by the President at the next meeting of the Board of Directors, subject to Board approval. The newly appointed member will serve the remainder of the unexpired term.
 - 5.3.6 Members of the Competition and Conventions Committee who are not members of the ACBL Board of Directors or employees of the ACBL will receive one two-session entry per meeting to an NABC+ event or lower. It is good for one year from date of receipt. Only those in attendance for all required meetings will be compensated.
 - 5.3.7 Any member of the Competition and Conventions Committee that has an unexcused absence, as determined by the committee chair, for three consecutive meetings will be considered as resigned, and the President will appoint someone to finish the remaining term.
 - 5.3.8 The Board of Governors will appoint three members to attend the Competitions and Conventions Committee meetings as non-voting members. These representatives will receive the same compensation as the voting members of the committee.
- 5.4 Ethical Oversight Committee
- 5.4.1 The committee will be a disciplinary body of the ACBL whose responsibilities will include, but not be limited to, adjudicating cases of alleged cheating by use of signals or other unauthorized information.
 - 5.4.2 The Ethical Oversight Committee will consist of 15 members. Five members will be appointed each year for staggered three-year terms by the ACBL President.
 - 5.4.3 The President, after consultation with the current chair, appoints Ethical Oversight Committee members. Appointments are subject to Board approval.

- 5.4.4 The committee elects the Ethical Oversight chair from among its members. The chair may not serve more than three consecutive one-year terms.
 - 5.4.5 The Ethical Oversight Committee members will be appointed and confirmed at the Spring NABC. The term of office will begin on the day following the end of the Spring NABC and will expire on the day following the end of the appropriate subsequent Spring NABC.
 - 5.4.6 If a member of the committee is unable to serve his entire term for any reason, the vacancy so created will be filled by the President at the next meeting of the Board of Directors, subject to Board approval. The newly appointed member will serve the remainder of the unexpired term.
 - 5.4.7 During their tenure in office, members may not be dismissed except for grossly inappropriate behavior. If the President of the ACBL or the chair of the Ethical Oversight Committee calls together the members of the committee, they may, by majority vote, remove a member of the committee.
 - 5.4.8 The chair of the Ethical Oversight Committee will be reimbursed for expenses incurred in connection with official committee business. Any extraordinary committee member expenses must be pre-approved by the ACBL President or his designee.
 - 5.4.9 The chair of the Ethical Oversight Committee and all members serving on a case will be compensated. The guideline for the amount of the compensation is the value of a two-session entry to an NABC+ event for each day the committee meets.
- 5.5 Hall of Fame Committee
- 5.5.1 The Hall of Fame Committee will be a nine-member committee with staggered three-year terms, with one member from Canada, Mexico, or Bermuda. A committee member may only serve two consecutive terms but may be reappointed after a one-year hiatus.
 - 5.5.2 The President, after consultation with the current chair, appoints Hall of Fame Committee members. Appointments are subject to Board approval.
 - 5.5.3 The committee will elect the chair from among its members for a one-year term.

- 5.5.4 The Hall of Fame Committee members will be appointed and confirmed at the Spring NABC. The term of office will begin on the day following the end of the Spring NABC and will expire on the day following the end of the appropriate subsequent Spring NABC.
- 5.5.5 If a member of the committee is unable to serve his entire term for any reason, the vacancy so created will be filled by the President at the next meeting of the Board of Directors, subject to Board approval. The newly appointed member will serve the remainder of the unexpired term.
- 5.5.6 Any member of the Hall of Fame Committee that has an unexcused absence as determined by the committee chair for three consecutive meetings will be considered as resigned and the President will appoint someone to finish the remaining term.

See Appendix 4-D2 *Hall of Fame Operating Procedures*

5.6 ACBL 401k Trustees

5.6.1 401k Trustees will consist of two persons elected at Fall Board meetings for four-year terms, which start January 1 following the election. The ACBL Executive Director, or his designee, will serve as a 401k Trustee.

5.6.2 401k Trustees will be elected to staggered terms.

5.7 NABC Seeding Committee

At the beginning of each calendar year, the chair of the Seeding Committee will be appointed by the President. The Executive Committee will approve the appointment before the beginning of the Spring NABC.

5.8 Anti-Cheating Commission

The Anti-Cheating Commission shall address the issue of collusive cheating and/or other serious ethical violations as follows:

5.8.1 The purpose of the Anti-Cheating Commission shall be to deter, detect and, at the discretion of ACBL management, assist in the prosecution of collusive cheating or other serious ethical violations.

5.8.2 The ACBL National Recorder may submit evidence or player memos to the Anti-Cheating Commission for evaluation or recommendation. The National Recorder will regularly provide any relevant player memos regarding ethical violations or other serious ethical violations or other evidence to the Anti-

Cheating Commission. The Anti-Cheating Commission may utilize additional experts as needed. The committee shall provide a copy of any evidence that it develops (or receives from experts) to the ACBL National Recorder.

- 5.8.3 The Anti-Cheating Commission is charged with evaluating player memos and any other relevant evidence of unethical conduct in conjunction with the Office of National Recorder. As needed, the committee may investigate, utilizing any tools it has available, with or without the National Recorder, any situation where collusive cheating or other serious ethical violation is suspected. Among other things, the committee is tasked with developing investigatory protocols and statistical models to examine past practices that may uncover illegal methods of partnership communication.
- 5.8.4 The Anti-Cheating Commission may investigate any situation where collusive cheating or other serious ethical violation is or may be reasonably suspected. The investigative team assembled by the Anti-Cheating Commission may engage experts in any field to assist the investigation. The committee must notify the ACBL National Recorder in writing prior to commencing any formal investigation. Any expenditure must be approved by the ACBL National Recorder.
- 5.8.5 All Anti-Cheating Commission opinions will be provided to the ACBL National Recorder in writing. Based upon its recommendation, the National Recorder (or a designee) may take a complaint to ACBL management alleging collusive cheating or other serious ethical violations against any one or more ACBL members (or non-member participating in an ACBL sanctioned event). Decisions regarding filing formal complaints against specific players shall be at the sole discretion of the ACBL as provided in the CDR.
- 5.8.6 The Anti-Cheating Commission shall consist of at least five (5) members but no more than nine (9) members. All members will be appointed by the ACBL Executive Director, in consultation with the then Anti-Cheating Commission chair, and should be bridge players of the highest caliber with a long history of success in NABC+ events who are above ethical reproach. At least two of the members must be located outside North America. The National Recorder shall be an *ex officio* non-voting member of the committee and shall not be counted in assessing the five-member requirement.
- 5.8.7 Each member shall serve in staggered three-year terms, except that during the first year of appointments the ACBL Executive Director may assign members to a term of fewer than three (3) years to allow for such staggered terms.

- 5.8.8 The activities of the Anti-Cheating Commission are highly confidential. Accordingly, each member must sign a non-disclosure agreement with the ACBL prior to beginning service on the committee.
- 5.8.9 The Anti-Cheating Commission shall elect a chair from among its members by a simple majority vote. The chair may not serve more than three (3) consecutive one-year terms as chair.
- 5.8.10 Anti-Cheating Commission members will be appointed and confirmed at the Spring NABC. Their term of office will begin one day following the end of the Spring NABC and will expire on the day following the appropriate subsequent Spring NABC.
- 5.8.11 Members of the Anti-Cheating Commission may be removed without cause by the ACBL Executive Director. In addition, the ACBL Executive Director and the Anti-Cheating Commission chair may call a meeting of the Anti-Cheating Commission and, by majority vote, remove a member of the Commission.
- 5.8.12 If a member of the Commission is unable to serve his entire term for any reason, the ACBL Commission may choose to fill the vacancy. The newly appointed member will serve the remainder of the unexpired term.
- 5.8.13 The members of the Anti-Cheating Commission will be compensated in the value of a two-session entry into a NABC+ event for each day the Commission meets at a NABC.

(See also Codification Ch. I – Membership, F. Discipline and ACBL Code of Disciplinary Regulations, Section 6 – Anti-Cheating Commission)

5.9 Masterpoint Committee

- 5.9.1 The purpose of the Masterpoint Committee is to review the allocation of masterpoint awards and make policy-based recommendations to the Board of Directors. The Masterpoint Committee reviews the allocation of masterpoints and makes recommendations to ensure: (a) overall consistency in masterpoint awards, (b) an appropriate balance in awards between types of events, (c) appropriate award levels among finishers within an event, and (d) clarity of requirements and formulas for those organizations responsible for calculating masterpoints.
- 5.9.2 The Masterpoint Committee will consist of a minimum of seven (7) members, three of whom shall be appointed at-large by the Board President upon consultation with the Chair of the Board of Governors, two of whom shall be members of the Board of Directors as set forth in subsection 5.9.4 below and two of whom shall be ACBL employees appointed by the

Executive Director. Two of the members are members of the Board of Directors. Three of the members are appointed by the ACBL President. Two members are ACBL employees.

- 5.9.3 The three at-large appointees of the Chair of the Board of Governors shall be neither ACBL employees nor members of the Board of Directors. The Chair of the Board of Governors shall make recommendations for the three at-large appointees, and the ACBL President shall choose from among these recommendations.
- 5.9.4 The ACBL President and the Chair of the Bridge Committee shall be voting *ex-officio* members of the Masterpoint Committee. If either or both of these voting *ex-officio* members prefers not to be on the Masterpoint Committee, then the ACBL President may delegate the duties to a replacement from among the Board of Directors. In addition, any member of the Board of Directors may elect to become a member of the Masterpoint Committee by so notifying the ACBL President. ACBL management shall annually appoint two members to the Masterpoint committee.
- 5.9.5 The term of office for the three at-large members shall be staggered three-year terms.
- 5.9.6 The Chair of the Masterpoint Committee shall be annually selected from among the committee members.
- 5.9.7 The Masterpoint Committee members will be appointed and confirmed at the Spring NABC. The term of office will begin on the day following the end of the Spring NABC and will expire on the day following the end of the appropriate subsequent Spring NABC.
- 5.9.8 If a member of the committee is unable to serve his entire term for any reason, the vacancy so created will be filled by the ACBL President at the next meeting of the Board of Directors, subject to Board approval. The newly appointed member will serve the remainder of the unexpired term.
- 5.9.9 Members of the Masterpoint Committee who are not members of the ACBL Board of Directors or employees of the ACBL will receive one two-session entry per meeting to an NABC+ event or lower. It is good for one year from date of receipt. Only those in attendance for all required meetings will be compensated.
- 5.9.10 Any member of the Masterpoint Committee that has an unexcused absence, as determined by the committee Chair, for three consecutive meetings will be considered as having resigned and the ACBL President will appoint someone to finish out the remaining term.

- 5.9.11 Recommendations of the committee that require incorporation into systems that compute masterpoints are due by April 15 so that they may be reviewed and voted on in the Summer Board meeting.
- 5.9.12 The initial work requested of the Masterpoint Committee is a report no longer than three pages summarizing in a non-technical way the status and major issues of the Masterpoint Committee. The ACBL President and Chair of the Bridge Committee may jointly agree to change all or any part of the initial work request.
- 5.9.13 Motions passed by this committee potentially require two readings of the Board of Directors.
- 5.9.14 Any motion within the scope of the Masterpoint Committee's work should be submitted through the Masterpoint Committee. That is, the standard process is that the Masterpoint Committee reviews all motions within its scope prior to a vote by the full Board of Directors.
- 5.10 Online Ethical Oversight Committee (Effective May 28, 2020)
- 5.10.1 The Online Ethical Oversight Committee shall consist of fifteen members. Five members shall be appointed each year for staggered three-year terms by the ACBL President.
- During their tenure in office, members may not be dismissed except for grossly inappropriate behavior. If the President of the ACBL or the Chairman of the Online Ethical Oversight Committee call together the members of the Committee, they may, by majority vote, remove a member of the Committee.
- 5.10.2 The President appoints Online Ethical Oversight Committee members. Appointments are subject to Board approval.
- 5.10.3 The Committee elects the Online Ethical Oversight Chairman from among its members, however, for the first year, the President will select the Chairman. The Chairman may not serve more than 3 consecutive one-year terms.
- 5.10.4 The Online Ethical Oversight Committee members shall initially be appointed by the President in three classes and confirmed at the next Board of Directors meeting. Starting in 2021, they will be appointed and confirmed at the Summer NABC. The term of office will begin when confirmed and starting in 2021 on the day following the end of the Summer NABC and will expire on the day following the end of the appropriate subsequent Summer NABC.

The Online Ethical Oversight Committee will consist of 15 members. Five members will be appointed each year for staggered three-year terms by the ACBL President.

5.10.5 If a member of the committee is unable to serve his entire term for any reason, the vacancy so created shall be filled by the President at the next meeting of the Board of Directors, subject to board approval. The newly appointed member shall serve the remainder of the unexpired term.

Section 6 – Establishing New Committees

6.1 A committee may be proposed to the Board of Directors for consideration:

6.1.1 By the Board of Governors;

6.1.2 By a member, members or committee of the Board of Directors; and/or

6.1.3 By ACBL management.

6.2 On an emergency basis, a new committee may be established by the Executive Committee on the recommendation of the President.

Section 7 – Management of Committees

7.1 ACBL management will maintain a record of currently active committees. An updated notebook, Committees and Special Appointments, which includes all Committees of the Board, Committees of the Corporation, Special Committees, Management Committees, and Other ACBL Bodies appointed by the ACBL President or ACBL management (when the committee is to work with the Board of Directors) will be maintained. Any reimbursements and/or compensation will be included.

7.2 The Executive Director will provide the required staff support to committees as approved by the President.

7.3 The Executive Director appoints employees of ACBL as staff liaison or as members to committees, subject to the provisions of the enabling legislation under which the committee is established. The staff liaison provides assistance to that committee, coordinates input to that committee from other staff elements, and keeps the Executive Director informed of the workload placed on other staff elements and the committee's progress toward achieving the purpose for which the committee was established.

CHAPTER VII – INTERNATIONAL BRIDGE

A. ZONE 2 NATIONAL BRIDGE ORGANIZATIONS (NBOs)

Section 1 – Zone 2 International Regulations

- 1.1 The authority for selecting and subsidizing bridge players who represent the United States, Canada and Mexico in international bridge competition rests solely with the NBOs: United States Bridge Federation (USBF), Canadian Bridge Federation (CBF) and Federación Mexicana de Bridge (FMB), respectively.
- 1.2 The ACBL recognizes the North American Bridge Federation (NABF) as the Zonal Conference (Authority) for Zone 2, which consists of the following National Federations for international WBF play:
 - a. USBF
 - b. CBF
 - c. FMB
- 1.3 The BBF competes through Zone 5 as the ACBL has approved BBF's request to compete internationally as a member of WBF Zone 5 while maintaining ACBL affiliation as Unit 198 in District 2.
- 1.4 The Virgin Islands Bridge Federation competes through Zone 5 as the ACBL approved its request to become an NBO of the WBF as a member of Zone 5 while maintaining an ACBL affiliation.
- 1.5 The authority to approve a player and NPC from Canada, Mexico and the US participating in World Bridge Federation or other international competition is delegated to the CBF, FMB and USBF, respectively. The player may be approved only if the player meets all Zonal Conference requirements as well as National Federation requirements.
- 1.6 The ACBL strongly recommends that no player who has been expelled for cheating, or resigned from the ACBL to avoid possible disciplinary action on charges of cheating, be permitted to represent any NBO belonging to Zone 2 of the WBF for at least ten (10) years following readmission.
- 1.7 A summary of disciplinary action(s) previously made public is available upon request to NBO governing bodies.
- 1.8 The authority for selecting and subsidizing athletes who represent an ACBL country in international bridge competition rests with that country's NBO.

- 1.9 When an on-site accreditation committee is needed, the ACBL WBF representatives will automatically assume this responsibility, with the most senior representative serving as chairman.

Section 2 – NBO Events

- 2.1 The BBF, CBF, FMB and the USBF may each hold an annual ACBL-sanctioned, National Championship in each of the following categories:
- a. Open team
 - b. Women's team
 - c. Senior team
 - d. Mixed team
 - e. Open pairs
 - f. Women's pairs
 - g. Junior teams
- 2.1.1 The National finals shall be Regional-rated (Regional-rated red and gold points unless otherwise indicated in the ACBL Masterpoint Plan). Qualification events, if any, shall be Sectional-rated (black points).
- 2.1.2 Sanction fees shall be as follows: (a) the then-current Regional sanction fee for the National finals and (b) \$1.00US per table per session for any stage of the championship conducted prior to the National final.
- 2.1.3 If the National finals of any of the championships listed above are not held concurrently with an ACBL Regional or Sectional tournament, each NBO may conduct ACBL-sanctioned Sectional-rated black point events concurrently with the National finals. The sanction fee for such an event(s) is \$1.00US per table per session.
- 2.1.4 The National Federation is responsible for applying for the sanction through and reporting the results to the ACBL Tournament Department.
- 2.1.5 The championship may be flighted by ACBL masterpoints.
- 2.2 Each National Federation in WBF Zone 2 may conduct an ACBL-sanctioned event (Trials) to qualify a team or teams to represent the Federation's country at a World Bridge Federation or Olympic Championship in an appropriate category such as Open, Senior, Mixed, Junior, or Women, etc.

- 2.2.1 The sanction fee for any such event is \$2US per entered team, except that such fee is waived for Junior Trials.
 - 2.2.2 The masterpoint award is determined by the ACBL Board of Directors.
 - 2.2.3 Should a National Championship as provided in subsection 2.1 above be used to determine the National Federation's representative, fees set out above in subsection 2.1.2 shall not apply. The fees and masterpoint award in accordance with subsection 2.2.1 will apply.
 - 2.2.4 The National Federation is responsible for applying for the sanction through and reporting the results to the ACBL Tournament Department.
- 2.3 Upon request, the ACBL will sanction one Regional per year to the ACBL District of the USBF and/or the CBF's choice.

See Appendix 7-A *Masterpoints for WBF Events*

Section 3 – WBF

- 3.1 **WBF Dues.** The USBF, CBF and FMB, and not the ACBL, are responsible for the payment of any membership dues to the WBF. In order to ease the transition of the payment of WBF dues to the NBOs, the ACBL will make the following additional contributions to the NBOs to support international bridge:

	USBF	CBF	FMB
2018	100,000	16,000	250
2019	80,000	14,000	200
2020	60,000	12,000	150
2021 and thereafter	40,000	10,000	100

Section 4 - Miscellaneous

- 4.1 The ACBL requests that each Zone 2 NBO establish an appropriate dress code for teams representing that NBO in international competition.
- 4.2 The ACBL expresses its disapproval of all non-bridge related public statements and demonstrations by any Zone 2 National Federation representative participating in an international bridge competition.
- 4.3 The ACBL requests that the National Federations in the jurisdiction of Zone 2 adopt regulations disallowing such public statements and demonstrations.

- 4.5. At the sole discretion of ACBL management, dues to or donations for an ACBL NBO can be placed on the ACBL membership and renewal form.
- 4.6 The ACBL will sponsor a WBF Management Meeting to be held at the 2019 San Francisco NABC. The ACBL shall provide up to 50 room nights including one junior suite for up to five nights; light refreshments during the meetings; up to four lunches for ten people during the meetings; and appropriate meeting space for up to four days. The expenditure for hotel rooms, food and beverage shall not exceed \$10,000 and will come from funds raised by the ACBL for the NABF.

See also Ch. I – Membership, J. ACBL Bridge Federations.

CHAPTER VII – INTERNATIONAL BRIDGE

B. WBF REPRESENTATIVE AND NABF BOARD MEMBERS

Section 1 – Policy Regarding WBF Representative and NABF Board Members

- 1.1 The ACBL nominee to serve as representative of Zone 2 to the WBF and the two ACBL appointees to the board of the NABF need not be members of the Board of Directors.
- 1.2 A written report shall be provided within 60 days of the conclusion of an NABF or WBF meeting to the ACBL Board of Directors from the ACBL Zone 2 representative to the WBF and the ACBL appointees to the NABF board. This report shall include but not be limited to the following information:
 - a. Any actions by the WBF or the NABF regarding world or Zone 2 bridge that have transpired since the last meeting of the ACBL Board.
 - b. The agenda or any actions expected to come before the WBF or NABF prior to the next meeting of the ACBL Board.
 - c. Financial information such as budgets, operating statements and balance sheets, including explanations of unusual expenses.
 - d. The assignments that the ACBL representative or appointees have in the WBF or the NABF, respectively.
 - e. Any compensation, reimbursement or benefits from the WBF or the NABF to any ACBL Board of Directors member.

Section 2 – Election of the Nominee for Zone 2 Representative and Two NABF Board Appointees

- 2.1 One person shall be nominated to the NABF for the Zone 2 Representative to the WBF Executive Council position that has been allotted to the ACBL. If only one candidate is presented to the ACBL Board of Directors for nomination, that person shall be deemed the nominee to the NABF as the ACBL allotted Zone 2 Representative. If more than one candidate is presented for nomination, the ACBL Board will nominate one person to the NABF using an election procedure as follows:

- a. Each member of the ACBL Board casts one vote. The candidate receiving the highest number of votes shall be nominated to the NABF board to be the ACBL-allotted Zone 2 Representative.
 - b. If two candidates appear on the initial ballot and are tied, the person shall be chosen by coin flip.
 - c. If three or more candidates appear on the initial ballot and two or more candidates are tied for the highest number of votes, all of the remaining candidates will be eliminated, and another vote shall be taken. If the candidates remain tied on the second ballot, the person shall be chosen by coin flip.
- 2.2 Two NABF board members shall be appointed by the ACBL Board of Directors using an election procedure. The election procedure shall be as follows:
- a. Each member of the ACBL Board casts one vote. The two candidates receiving the highest number of votes shall be appointed to the NABF board (and if only two candidates are initially presented to the ACBL Board of Directors, those two persons shall be deemed the appointees).
 - b. If three or more candidates appear on the initial ballot and two or more candidates are tied for the highest or second highest number of votes, the remaining candidates shall be eliminated (or elected, if that candidate received the highest number of votes), and another vote is taken. If the candidates remain tied on the second ballot, the person shall be chosen by coin flip.

CHAPTER VII – INTERNATIONAL BRIDGE

C. INTERNATIONAL FUND

Section 1 – International Fund Games

- 1.1 The ACBL shall be solely responsible for establishing sanction fees for International Fund Games sanctioned by the ACBL.
- 1.2 Three ACBL-wide International Fund Games will be held, one in each of January, July and December.

Section 2 – International Fund Monies

- 2.1 All International Fund monies collected from ACBL-sanctioned events conducted by the ACBL in the United States for the specific purpose of subsidizing United States athletes in international bridge competition will be forwarded to and retained by the ACBL.
- 2.2 Upon request of the USBF, the ACBL will disburse funds to the United States athletes.
- 2.3 All NABC+ event entry fees will include a \$1.50 surcharge per player per session for the International Fund.
- 2.4 International Fund monies collected at NABCs shall be apportioned to the appropriate International Fund in proportion equal to that country's percentage of ACBL membership.
- 2.5 International Funds collected in Canada and Mexico shall be sent to the respective NBOs to be disbursed at their discretion.
- 2.6 Money raised by and from ACBL-sanctioned events for the benefit of the International Fund shall be divided among and disbursed to members of all teams representing that National Federation at the sole discretion of the National Federation.

See also Ch. I – Membership, J. ACBL Bridge Federations.

CHAPTER VII – INTERNATIONAL BRIDGE

D. WORLD JUNIOR CHAMPIONSHIPS

Section 1 – Junior Fund Monies

- 1.1 Monies raised to benefit Junior members shall be as set forth in subsection 3.3 of **Chapter I – Membership, I. Juniors, Section 3 – Junior Fund Games.**

Section 2 – USBF and CBF

- 2.1. The USBF shall receive \$50,000 per year and the CBF shall receive \$25,000 per year to support international Junior and Youth participation.
- 2.2. The USBF and CBF must provide for the Fall Board meeting a report on Junior/ Youth activities from that year.

Section 3 – Junior Player Requirements - USBF

- 3.1 In order for the USBF to receive funds from ACBL for subsidy to Juniors, any Junior receiving such subsidy must meet the criteria as set forth in **Chapter I – Membership, J. ACBL Bridge Federations, Section 4 – Junior Fund Monies.**

Chapter VIII – NABCs, Chapter IX – Regionals, Chapter X – Sectionals, Chapter XI – Special Events, Chapter XII – Systems and Conventions, Chapter XIII – General Tournament Information, and Chapter XIV – Conditions of Contest moved to Operations.

CHAPTER XV – ELECTED POSITIONS AND APPOINTMENTS
(last updated: January 2020)

ACBL Officers, 2020

Georgia Heth, President
Suzi Subeck, Chairman of the Board
Claire Jones, Treasurer

Executive Committee

Georgia Heth, President
Suzi Subeck, Chairman of the Board
Margo Hennings, Eastern
Paul Janicki, Central
Kevin Lane, Western

Executive Committee Alternates

Joann Glasson, Eastern 2021
Claire Jones, Western 2022
Dennis Carman, Central 2020

NABF Board Appointment

AJ Stephani	2021
Al Levy	2021

Board of Governors

Richard Popper, Chairman	2020 (2)
Barbara Heller, Vice Chairman	2020

Corporate Compliance Officer

Linda Dunn

External Auditor

Watkins, Uiberall, PLLC

ACBL Goodwill Committee

Chair, Sandy DeMartino

Co Chairs: Janice Anderson, Sandy Arlinghaus, Carol Hamilton,
Joo-Hee Janicki, Janise Saul, Marilyn Vilhauer, Richard Brown

NABC Select Committees Chairman

Seeding Committee	David Berkowitz
Ethical Oversight Committee	Peter Boyd

ACBL Charity Foundation Board

Nancy Stohmer, President	2020 (1)
OPEN	2021
James Sternberg, Vice-President	2022 (2)
Russ Jones, Treasurer	2023 (1)
Jackie Zayac	2023 (1)

ACBL Educational Foundation Board

Joel Kramer, President
Robert Todd, Vice-President
Paul Cuneo, Treasurer
Jane Champion, Secretary
Flo Belford, Grant Administrator
Ellen Anten
Mitch Dunitz
Joel Geeske
Barbara Heller
Bryan Howard
Greg Johnson
Betty Starzec

Kristen Frederick, Executive Director

ACBL Laws Commission

Chip Martel, Chairman	(2023)
Adam Wildavsky, Vice-Chairman	(2020)
Peter Boyd	(2021)
Allan Falk	(2022)
Lynne Feldman	(2023)
Ron Gerard	(2020)
Jeff Goldsmith	(2024)
Robb Gordon	(2024)

Matt Koltnow	(2023)
Alvin Levy	(2021)
Eric Rodwell	(2024)
Rebecca Rogers	(2022)
Aaron Silverstein	(2022)
Matt Smith	(2020)
Howard Weinstein	(2021)

Bridge Hall of Fame Committe

Mitch Dunitz, Chairman	(2020)
Neil Chambers	(2020)
Eddie Wold	(2020)
David Berkowitz	(2021)
Karen McCallum	(2021)
Kerri Sanborn	(2021)
John Carruthers	(2022)
Ross Grabel	(2022)
David Grainger	(2022)

Masterpoint Committee

Russ Jones (President)	
Dennis Carman (Bridge Chair)	
Sol Weinstein (Management)	
David Metcalf (Management)	2021
Bruce Lane	2022
Harold Jordan	2023
Doug Couchman	

401K Trustees

Carlos Munoz
 Paul Cuneo
 Executive Director or Designee

Director of Elections

Kelley Trejo

Corporate Secretary

Kelley Trejo

Election Protest Committee

Susie Subeck, Chairman
Claire Jones
Leo Weniger

Distinguished Member Award

Lou Bluhm	1989
James Zimmerman	1995

Goodwill Members of the Year

See acbl.org/goodwill.

Honorary Members

See acbl.org/honorary.

Past Presidents, ACBL (Living):

Leo J. Spivack (1979)
James E. Zimmerman (1981)
William M. Gross (1983)
Douglas A. Drew (1984)
Robert S. Wolff (1987)
David A. McGee (1991)
Barbara Nudelman (1993)
Virgil V. Anderson, Jr. (1994)
Cecil Q. Cook, (1995)
Dudley B. Brown (1996)
Howard J. Piltch (1997)
Richard Anderson (1998)
Val Covalciuc (1999)
Georg Retek (2002)
Al Levy (2003)
Bruce Reeve (2004)
Roger Smith (2005)
Harriette Buckman (2006)
Sharon Fairchild (2007)
Dan Morse (2008)
Jerry Fleming (2009)
Rich Demartino (2010)
Craig Robinson (2011)
Sharon Anderson (2012)
Don Mamula (2013)

Bill Cook (2013)
Phyllis Harlan (2014)
Suzi Subeck (2015)
Ken Monzingo (2016)
Bob Heller (2017)
Jay Whipple (2018)
Russ Jones (2019)

Past Chairmen, Board of Governors (Living):

Barbara Nudelman (1983-1984)
Gary S. Hann (1991-1994)
Christopher Pisarra (1998-2000)
Don Mamula (2001-2004)
Linda Mamula (2004-2007)
Michael Kovacich (2008-2012)
Richard Anderson

President's Volunteer Member of the Year

See acbl.org/volunteer.