

The Village Card Club, Inc.

STANDING RULES

Sanctioned Games Procedures:

1. All players shall have a convention card on the table that matches that of his/her partner.
2. Scores must be approved by EW after each hand and re-verified before being transmitted at the end of each round. The score correction period is 30 minutes after results are posted. If a score is posted incorrectly, both pairs will be assessed a procedural penalty. After the score correction period, a scoring error that significantly affects others' rankings may be corrected with Club Manager approval.
3. The [ACBL Alert Procedure](#) and the [ACBL Code of Active Ethics and Principle of Full Disclosure](#) are incorporated into the Standing Rules and represent club policy regarding the issues covered.
4. The [Game Director Practices Manual](#) revised April 2011 is incorporated into the Standing Rules and represents club policy for the topics covered.
5. A Psychic bid or "Psych" is a bid that deliberately and grossly misstates the bidder's high-card values or suit length. Psychs are made primarily to make it more difficult for the opponents to find their optimum contract. Psych bids are legal; however, VCC policy is that such bids may be made but once in a session and are prohibited against less experienced players (those of a strata lower than the person psyching).
6. The [VCC Appeals Policy](#), dated February 2006, is incorporated into the Standing Rules and defines the process for appealing a Game Director's ruling.
7. The [VCC Zero Tolerance Policy](#), revised October 2007 and [VCC Conduct Rights/Responsibilities](#) dated November 2007 are incorporated into the Standing Rules and describe behavior in the playing area that is encouraged, behavior that will not be tolerated, the disciplinary authority of the Game Director, and the Conduct and Ethics complaint and appeals process.
8. The Conduct & Ethics Committee shall receive all written allegations of ethics and/or conduct violations from a Game Director or any player. The [VCC Conduct and Ethics Committee Guidelines](#) dated October 2007 is incorporated into the Standing Rules and describes the committee's process for adjudicating an issue. The Committee shall review all allegations and decide if further investigation is necessary. If so, the Committee will receive oral and written input from all affected parties and determine the proper disciplinary sanction. Any disciplinary action of suspension or expulsion must be referred to the Board of Directors for action.
9. The Club Manager may suspend a player from participation in all VCC events for up to three days pending charges of a serious violation of the Zero Tolerance Policy or ACBL Conduct and Ethics Guidelines.
10. Dissatisfaction with the conduct of a Game Director must be communicated to the Club Manager as soon as possible following the game.

Non-Sanctioned Games Procedures:

11. [Rubber Bridge/Better Bridgers](#) revised April 2009 is incorporated into the Standing Rules
12. All players in Men's Duplicate Bridge must be members of the VCC.
13. All players in the Swiss Team League must be members of the VCC.

Bulletin Boards & Announcements:

14. As a general rule, only items relating to the club activities shall be posted on the bulletin boards. All non-related items must be submitted to the Club Manager or President to determine if the notice is appropriate for posting. All Board members and Committee Chairs are authorized to post such matters as they deem relevant to their function.
15. The Game Director shall approve all requested announcements and ensure that they be kept brief and to the point. In addition, Game Directors shall make announcements requested by any Board member or Committee Chair concerning VCC business, or permit the requester to do so.
16. The use of the VCC website for personal use is prohibited.

Recognition & Awards:

17. The Sally Blevins Memorial Trophy, instituted in February 1995, shall be presented annually to the VCC member who is a non-Life Master (having fewer than 400 masterpoints as of January 1 of the year the trophy is to be awarded) and earned the most masterpoints at the VCC in the previous calendar year.
18. If 5 or more members attain Life Master during the year, they shall be honored at a Life Master Party. If fewer than 5 attain Life Master during the year, they shall be recognized at the General Meeting in December. Life Master gifts shall be provided by the club. Members attending the party shall pay their own bridge fees.
19. When a member achieves Diamond, Emerald or Platinum Life Master, the club will have a Recognition Party.
20. The Semi-Annual Meeting and Christmas party shall be subsidized. Members shall pay their own bridge fees.
21. The Club Manager and Education Manager may present limited free play certificates to members to thank them for special contributions to the club.
22. Players of the Month shall be recognized each month based the most masterpoints earned at the club in the following strata:
 - A. a player with 1000+ masterpoints.
 - B. a player with 300 - 1000 masterpoints.
 - C. a player with 20 - 300 masterpoints.
 - D. a player with 0 - 20 masterpoints.
23. The Board shall select and recognize a Volunteer of the Month. The Communications Committee shall implement this program based on suggestions from the membership.

Employment Practices:

24. It shall be the policy of the Board of Directors to treat the needs of each employee in a fair and understanding manner and to maintain relationships based upon the highest ethical practices. It is also the obligation of the employee to make full use of his/her knowledge and skill in performing his/ her job to contribute to the general wellbeing of the club. The Board will grant equal opportunity to all qualified persons in all aspects of employment. If any employee feels he/she has a job related problem or has the perception of being treated unfairly or being abused which is outside the employee's control, the employee may submit these issues to the Club Manager in writing. If satisfactory resolution does not occur, he/she may appeal to the Board of Directors. The Board's decision is final.

The following titles identify VCC employees: Club Manager, Education Manager, Business Manager, Webmaster, Game Director, Game Coordinator, Game Clerk, Bridge Teacher, Easybridge! Presenter, and Teaching Assistant. The following job titles are not salaried and are not classified as employees: members of the Board of Directors, any individual who declines payment for services.

All employees, with the exception of Game Coordinators of non-sanctioned games, must be members of ACBL

Board of Directors:

25. Amendments to the Standing Rule may be enacted by majority vote of the Board of Directors.
26. Resolutions on matters of immediate need may be moved, seconded and voted via e-mail, through the office (e-mail) of the President, with copies to the Secretary for recording. All resolutions (adopted or defeated) shall be incorporated into the following month's minutes.
27. [Standing Committees](#) dated June 2011 is incorporated into the Standing Rules.
28. [Fiscal Policies & Practices](#) dated June 2011 is incorporated into the Standing Rules.
29. [Salary and Fee Schedule](#) revised November 2011 is incorporated into the Standing Rules.
30. The Club Manager is responsible for lending VCC equipment to individuals so requesting. A deposit, at the Club Manager's discretion, may be required.
31. All offers of gifts, not monetary in nature, shall be presented to the Board for approval.
32. The Business Manager shall be appointed by the Board of Directors, for a 3-year term that may be renewed by mutual agreement, to perform or supervise the General Accounting functions of the club listed in the Job Description. The Business Manager is accountable to the Board of Directors, shall operate under the supervision of the Treasurer, and shall be covered by the club's Surety Bond.

Revised: January 2012