

NEWCASTLE BRIDGE CLUB

Committee Meeting

Date: 4th December 2013

Time: 8:30am

Attendees: T Wagstaff, R Broughton, J Hill, A Morris, P Robinson, E Sellers, A Stiller, B Webster, K Wilks and G Rummey.

Apologies: P Peterson.

Minutes

Agenda item: Minutes 13th November 2013. **Presenter:** G Rummey

Discussion: Tony moved that the minutes be taken as read and be accepted. Ken seconded the motion and the minutes were accepted. Tony signed the minutes as being a true record of the previous general meeting.

Carry over items:

Bridge Teacher Training. **Presenter:** E Sellers

Agenda item:

Discussion: In Peter's absence, Eileen reported on Joan Butts's response to her enquiries. Eileen had received an outline training programme - copy attached. Committee agreed to proceed with training and to offer the lessons to other clubs.

Conclusions: Determine feasible dates for training.

Action items:	Responsibility:	Deadline
✓ Enquire which dates Joan is available.	A Morris	13/02/14
✓ Liaise with other bridge clubs when date known.	G Rummey	

Club Webpage Report. **Presenter:** R Broughton

Agenda item:

Discussion: Rosalie reported that the subcommittee would be meeting with 2 web page design companies to discuss needs and to obtain quotations. Testing of Compscore2 was favourable and indicated the Club purchase a legal copy of the software. Rosalie/Ken required to carry out further checks before committing to the purchase.

Conclusions: Proceed with obtaining quotes.

Action items:	Responsibility:	Deadline:
✓ Complete software trial	R Broughton	13/02/14
✓ Proceed with webpage development.		

Lunchtime Sessions. **Presenter:** A Morris

Agenda item:

Discussion: Alison reported planning was progressing and she still aimed to commence sessions towards the end of February 2014.

Conclusions: Proceed with planning.

Action items:	Responsibility:	Deadline:
✓ Provide progress report.	A Morris	13/02/14

Clubroom illumination. **Presenter:** B Webster

Agenda item:

Discussion: The contractor had installed new lighting to great effect. Bruce reported that the job would be complete once the contractor had ensured the circuit was correctly earthed.

Conclusions: Work would be completed within the week.

Action items:	Responsibility:	Deadline:
✓ Provide completion report.	B Webster	13/02/14

First Aid Kit	Presenter:	E Sellers
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Agenda item:

Discussion: Eileen tabled a report covering her findings and recommendation in regard to requirements - copy attached. Committee agreed to proceed with Option 2.

Eileen emphasised the important action should be to contact the experts and specifically, non-intervention with the patient.

Conclusions: Proceed with purchase of St John's Home Kit.

Action items:	Responsibility:	Deadline:
✓ Newsletter item on First Aid.	G Rummey	asap

Library content.	Presenter:	E Sellers
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Agenda item:

Discussion: Eileen tabled a report covering her findings on the need for a library. Committee agreed to accept Option 2 and that the library would no longer be available.

Conclusions: Offer books to members without payment

Action items:	Responsibility:	Deadline:
✓ Nil.		

2013 Christmas Parties	Presenter:	T Wagstaff
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Agenda item:

Discussion: Tony reported that Sharron Marton had accepted to manage the parties. All arrangements were under control with Bruce accepting to purchase the wine.

It was noted that Sharron had requested she not be considered as the responsible person to contact regarding Houskeeping. Tony to consider another member once Anita had provided a list of duties expected of that position.

Conclusions: Parties in hand.

Action items:	Responsibility:	Deadline:
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✓ Prepare a list of Housekeeping duties.

A Stiller

13/02/14

~~Strategic Plan Initiatives.~~

~~Presenter:~~

~~T Wagstaff~~

Agenda item:

Discussion: Tony tabled the updated Long Term Maintenance and Asset Replacement Schedule - copy attached. Rosalie commended him on that effort. Otherwise, he had nothing to add on progress with the Plan.

Anita requested the meaning of 'mentoring' under the item on Improvement Pathways. Explained as assistance to newer players such as hand analysis following sessions as offered by two senior members.

Conclusions: Report progress on initiatives each meeting.

Action items:

Responsibility:

Deadline:

✓ Check intentions of the senior members.

A Stiller

13/02/14

Presenter:

G Rummey

Correspondence In:

Letter from Property Collector Agent.

Item:

Discussion: The Club had no interest in selling the property.

Conclusions: Completed.

Action items:

Responsibility:

Deadline:

✓ Nil.

Correspondence Out:

Presenter:

G Rummey

None to report

Item:

Treasurer's Reports:

Treasurer's Performance Report.

Presenter:

J Hill

Agenda item:

Discussion: Janet tabled the performance report to the end of November 2013 - copy attached. The report showed a surplus income of \$16,012.

Conclusions: Completed.

Action items:

Responsibility:

Deadline:

✓ Nil.

Treasurer's Finance Report.

Presenter:

J Hill

Agenda item:

Discussion: Janet tabled the Finance Report to the end of November 2013 - copy attached. Currently the cash position shows a credit of \$98,074.

Janet moved, seconded by Rosalie that the reports be accepted. The proposal was unanimously accepted.

Conclusions: Completed.

Action items: **Responsibility:** **Deadline:**
✓ Nil

General Business:

ABF Fee charges for 2014 **Presenter:** K Wilks

Agenda item:

Discussion: Ken brought to the attention of committee that from 1st April 2014 there will be a \$1 increase from \$14 to \$15 in the membership capitation fee.

Conclusions: Noted.

Action items: **Responsibility:** **Deadline:**
✓ Nil

Secretary leave **Presenter:** T Wagstaff

Agenda item:

Discussion: Tony informed committee that Cathy Mackley was taking three months leave but that she would welcome returning to the position if it was still available. Ken expressed an interest in taking on the role. If Ken's performance in the position was acceptable and if he wished to continue then he would be offered the chance so to do.

Conclusions: Completed.

Action items: **Responsibility:** **Deadline:**
✓ Nil.

Mixed Teams result **Presenter:** T Wagstaff

Agenda item:

Discussion: Tony brought to committee's attention that the winning team was not eligible for that prize as two of the members were not members of the Club. No action would be taken to correct that oversight but steps taken to ensure that oversight did not recur.

Conclusions: Completed.

Action items: **Responsibility:** **Deadline:**
✓ Nil.

Event Substitution rules. **Presenter:** G Rummey

Agenda item:

Discussion: Graham suggested that the rule permitting two substitutes in a three week event should be reconsidered. The implementation of that rule allowed three separate pairings which in effect could not truly represent a legitimate pair.

Conclusions: Investigate further.

Action items:	Responsibility:	Deadline:
✓ Check NSWBA interpretation of the rule.	G Rummey	13/02/14
Christmas/New Year Sessions.	Presenter:	B Webster

Agenda item:

Discussion: The question was asked as to when would there be sessions over the Christmas and New Year periods. Usually decided by a show of hands.

Conclusions: Check with members.

Action items:	Responsibility:	Deadline:
✓ Display a schedule on notice board.	G Rummey	asap

Date for the next general meeting to be 12th February 2014.

Meeting concluded at 9:55am.

Confirmed to be a true record of the meeting.

Tony Wagstaff

12th February 2014