

# NEWCASTLE BRIDGE CLUB

## Committee Meeting

Date: 11 June 2014

Time: 3:15 pm

**Attendees:** A Morris, P Peterson, P Robinson, E Sellers, A Stiller, T Wagstaff, B Webster and K Wilks.

**Apologies:** R Boughton, J Hill and G Rummey.

### *Minutes*

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**Agenda item:** Minutes 14 May 2014 **Presenter:** E Sellers

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

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**Carry over items:**

**Agenda item:** Congress preparation **Presenter:** A Stiller

**Discussion:** Anita reported that plans are progressing smoothly. She stated her appreciation for the loan of tables from Charlestown Bridge Club and the donation of pens from the Newcastle Permanent Building Society.

**Conclusions:** Completed

**Action items:** **Person responsible** **Deadline**

✓ Letter of appreciation to be sent to NPBS T Wagstaff asap

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**Agenda item:** Fencing **Presenter:** B Webster

**Discussion:** Bruce reported that the new fencing has been erected by All Hills Fencing at a cost of \$4249.

**Conclusions:** Completed

**Action items** **Person responsible** **Deadline**

✓ Nil

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**Agenda item:** Session Announcement Format **Presenter:** T Wagstaff

**Discussion:** The matter was deferred.

**Conclusions:** In abeyance

**Action items** **Person responsible** **Deadline**

✓

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**Agenda item:** A Taste of Bridge **Presenter:** A Morris

**Discussion:** Alison reported that, although ultimately 8 people expressed interest in attending the course, this number was not considered sufficient to proceed. It was decided to consider offering the course at a later date.

**Conclusions:** In abeyance

**Action items** **Person responsible** **Deadline**

✓

<b>Agenda item:</b>	Strategic Plan Initiatives	<b>Presenter:</b>	T Wagstaff
<b>Discussion:</b>	Initiatives in abeyance for this month		
<b>Conclusions:</b>			
<b>Action items</b>		<b>Person responsible</b>	<b>Deadline</b>
✓			
<b>Agenda item:</b>	Correspondence Register	<b>Presenter:</b>	E Sellers
<b>Discussion:</b>	Eileen tabled the correspondence register of mail received since the last committee meeting - copy attached. Brief discussion took place.		
<b>Conclusions:</b>			
<b>Action items</b>		<b>Person responsible</b>	<b>Deadline</b>
✓ Nil			
<b>Agenda item:</b>	Treasurer's Reports	<b>Presenter:</b>	J Hill/ K Wilks
<b>Discussion:</b>	Copies of the Performance Report and the Finance Report were tabled by Ken.		
<b>Conclusions:</b>	Bruce moved acceptance of the reports, seconded by Anita. These were unanimously accepted.		
<b>Action items</b>		<b>Person responsible</b>	<b>Deadline</b>
✓ Nil			
<b>General Business:</b>			
<b>Agenda item:</b>	Fire Drills	<b>Presenter:</b>	B Webster
<b>Discussion:</b>	Bruce suggested that, in accordance with OH&S legislation, the club should conduct our annual drills on a selected Tuesday and Wednesday in July.		
<b>Conclusions:</b>	Fire drills to be held in July		
<b>Action items</b>		<b>Person responsible</b>	<b>Deadline</b>
✓ Arrange and conduct		B Webster	1 August
<b>Agenda item:</b>	Purchase of tables	<b>Presenter:</b>	B Webster
<b>Discussion:</b>	Bruce suggested that a review of the condition and contents of the shed - including the tables - be made.		
<b>Conclusions:</b>	Review of shed to be conducted		
<b>Action items</b>		<b>Person responsible</b>	<b>Deadline</b>
✓ Review		B Webster/T Wagstaff	9 August
<b>Agenda item:</b>	Car park and telephone wiring	<b>Presenter:</b>	B Webster
<b>Discussion:</b>	Bruce reported that there have been problems associated with the telephone line's wiring in the car park. Committee agreed that Optus should be contacted to address the problems.		
<b>Conclusions:</b>	Present telephone wiring is unsatisfactory		
<b>Action items</b>		<b>Person responsible</b>	<b>Deadline</b>
✓ Contact Optus		K Wilks	9 August

<b>Agenda item:</b>	Air conditioning repair	<b>Presenter:</b>	B Webster
<b>Discussion:</b>	Bruce reported that, due to a persistent whining when the air conditioner was operating, the service company was contacted. They found that filters were very dirty; it appeared that regular maintenance has not taken place. Committee was not clear as to what agreements are in place.		
<b>Conclusions:</b>	Service options to be investigated		
<b>Action items</b>		<b>Person responsible</b>	<b>Deadline</b>
✓ Discuss with G Rummy on his return		B Webster	9 August
<b>Agenda item:</b>	Proposed purchase of microwave oven	<b>Presenter:</b>	B Webster
<b>Discussion:</b>	A suggestion was made by a member that one of our microwaves may be faulty.		
<b>Conclusions:</b>	Further clarification required.		
<b>Action items</b>		<b>Person responsible</b>	<b>Deadline</b>
✓ Investigate and make purchase if necessary		T Wagstaff	9 August
<b>Agenda item:</b>	Committee meeting times	<b>Presenter:</b>	K Wilks
<b>Discussion:</b>	Ken stated that the afternoon meeting time was not convenient for several committee members.		
<b>Conclusions:</b>	Resume original meeting time of 8:30 am.		
<b>Action items</b>		<b>Person responsible</b>	<b>Deadline</b>
✓ Nil			

Date for the next general meeting to be 9 July 2014 at 8:30 am.

Meeting concluded at 4:05 m.

Confirmed to be a true record of the meeting.

*Tony Wagstaff*  
9<sup>th</sup> July 2014

Performance to Budget for year to date		May-14				
	Note	Actual	Budget		Prior Year	Full Year Budget
<b>Income</b>						
Monday day		13,854	13,398		11,595	14,928
Monday night		6,124	6,234		7,176	6,786
Tuesday day		17,454	15,486		15,311	16,902
Wednesday day		13,456	13,878		15,188	15,150
Wednesday night		870				
Thursday night		5,128	4,452		5,144	4,812
Friday day		8,793	10,788		10,843	11,820
Saturday day		12,763	14,166		13,418	15,390
<i>Table Fees Sub-total</i>		78,442	78,402		78,675	85,788
Congress		0	0		0	9,800
Weekend Club Events		0	0		20	180
Joining Fees		70	120		80	120
Subscriptions		9,270	7,400		7,193	7,400
Country Teams (Net)		956			720	
GNP Regional finals		0	0		586	
Board Dealing		1,234	1,375		1,267	1,500
Lessons		225	0			
Other Income		662	0		626	520
<b>Total Income</b>		<b>90,859</b>	<b>87,297</b>		<b>89,167</b>	<b>105,308</b>
<b>Expenses</b>						
Accounting		1,320	1,210		1,205	1,210
Advertising		130	0		0	0
Capitation		3,585	4,000		3,284	4,000
State affiliation		2,268	2,415		2,057	2,415
Directors		25	300		0	300
Bank Charges		80	30		15	30
Congress		566	0		369	7,000
Computer expenses		2,049	2,200		1,358	2,400
Consumables		4,586	2,850		2,378	3,000
Depreciation		0	0			6,000
Donations		614	0		-47	0
Electricity		5,116	5,040		3,570	5,040
General		124	825		603	900
Insurance		3,435	3,435		3,350	3,435
Lessons		371				
Office Equipment		534	1,100		986	1,200
Postage		325	330		306	360
Printing and Stationery		3,426	3,300		2,845	3,600
Prizes		2,768	3,850		3,112	4,200
Rates		8,144	7,200		7,112	7,380
Refreshments		4,661	6,325		5,362	6,900
Repairs and Maintenance		4,787	4,950		6,066	5,400
Subscriptions/Membership		149	0			
Social		258	850		400	850
Masterpoints		2,921	2,800		2,596	2,800
State/National comps	A	2,211	1,200		1,061	1,200
Telephone		1,372	990		878	1,080
Wages - Office		5,680	6,050		5,740	6,600
Cleaner		8,393	8,360		8,008	9,120
<b>Total Expenses</b>		<b>69,898</b>	<b>69,610</b>		<b>62,614</b>	<b>86,420</b>
<b>Surplus/(deficit) from Bridge</b>		20,961	17,687		26,553	18,888
<b>Other Income</b>						
Interest Income		2,012	3,233		3,952	3,233
<b>Total surplus (deficit)</b>		<b>22,973</b>	<b>20,920</b>		<b>30,505</b>	<b>22,121</b>
<b>NOTE</b>						
A GNOT \$1741 State Open Pairs \$239 , Mixed Pairs \$ 231						

**FINANCE REPORT**

**May-14**

**Cash position**

		Int Rate	Maturity
Cheque account	\$9,312	low	
Business Online Saver	\$14,364		
Term Deposit	\$78,214	3.15%	Nov-14
	\$		
	\$101,890.00		

**Game Tokens**

	Qty	Value
Tokens "in play"	942	
Liability on Books		\$2,869
Average tables : 75	Token use 69%	