

NEWCASTLE BRIDGE CLUB

Committee Meeting Agenda

Date/Time of Meeting: Wednesday 11th February 2015 to start at 0830 hrs.

Agenda Items:

- 1 Apologies.
- 2 Minutes of previous committee meeting dated 10th December 2014.
- 3 Carry-over Issues:
 - 3.1 Telephone wiring update TW
 - 3.2 Data projector project RB/KW
 - 3.3 2015 Country carnival GR/RB
 - 3.4 Update of Honour Boards, progress GR/TW
 - 3.5 Token sales monitoring JB
 - 3.6 Hunter Interclub October session TW/ES
 - 3.7 Soil pipe repair RB
- 4 Sub-committee Reports:
 - 4.1 Strategic Plan;
 - 4.2 Teaching;
 - 4.3 Social activities;
- 5 Correspondence - see attached correspondence register.
- 6 Treasurer's Reports.
- 7 General Business:
 - 7.1 Name tag badge;
 - 7.2 Country Pairs Carnival;
 - 7.3 Newcastle 2015 Congress;
 - 7.4 Hunter Interclub;
 - 7.5 Entrance Foyer;
- 8 Date for the next committee meeting.

MEETING MINUTES

Date: 11 February 2015 **Time:** 8:30 am

In attendance: J Biddlecombe, R Broughton, J Hill, A Morris, P Peterson, P Robinson, G Rummey, E Sellers, A Stiller, T Wagstaff, and Ken Wilks.

Apologies: Nil.

Agenda Item: Life Membership **Presenter:** T Wagstaff

Discussion: With Ken absent from the meeting, Tony tabled a recommendation from the Life Membership sub-committee that Ken Wilks be granted Life Membership of the Club. That recommendation was unanimously accepted. Tony would determine an appropriate time and session at which to formally announce that honour.

Ken rejoined the meeting and was congratulated on being awarded that recognition.

Agenda Item: Minutes 12 December 2014 **Presenter:** G Rummey

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

Carry Over Items:

Agenda Item: Telephone Wiring Update **Presenters:** T Wagstaff

Discussion: Dealing with Telstra is proving to be a mammoth time waster for no result. Tony to initiate a formal complaint with Telstra.

Conclusions: Work in abeyance.

Action: On hold.

Agenda Item: Data projector project **Presenter:** R Broughton

Discussion: Ken reported that he had been able to successfully project team results throughout a session. Committee was adamant that there be a consistency between displays on the screen which would require guidelines and a common template for use by whomever designed presentations.

Conclusions: Determine guidelines and design display template.

Responsibility: G Rummey **Deadline:** asap

Agenda Item: Honour Boards **Presenter:** T Wagstaff

Discussion: Ken had followed up on options by which the honour boards could be updated. Present technology indicates that new names could not be posted on the existing boards and that it would be best to retire them and start with new boards.

Conclusions: Investigate purchase of more boards

Responsibility: T Wagstaff **Deadline:** 11 March 2015

Agenda Item: Token sales **Presenter:** J Biddlecombe
Discussion: Jeff could report that the system for sale of tokens was in place and working satisfactorily. Additional tokens had been purchased.
Conclusions: Completed.
Action: Nil.

Agenda Item: Hunter Interclub venue **Presenter:** T Wagstaff
Discussion: Given attendance at the recent event held by Maitland BC and advice from Peter Peterson, Tony concluded that the venue offered by Wetlands would not be adequate as a venue for the Newcastle Congress. Its future use for H-I-C would be subject to numbers.
Conclusions: Completed.
Action: Nil.

Agenda Item: Soil pipe repair **Presenter:** R Broughton
Discussion: Work on repair of the soil pipe had been completed. It has now come to committee's attention that a similar condition exists with the vent from the gent's toilet.
Conclusions: Investigate and have repaired.
Responsibility: R Broughton **Deadline:** 11 March 2015

Sub-committee Reports

Agenda Item: Strategic Plan Report **Presenter:** T Wagstaff
Discussion: Repair of the dealing machine is in hand. Meanwhile the back-up machine is in use and the new machine is expected within the month. Advice on carpet cleaning was that coffee stains could not be removed but would have to be tolerated. Painting of the entrance foyer would be considered at a later meeting.
Conclusions: Continue to monitor progress on the report.
Responsibility: T Wagstaff **Deadline:** 11 March 2015

Agenda Item: Teaching Report - copy attached **Presenter:** J Hill
Discussion: Progression of beginners is the focus of the sub-committee. Janet considered that beginners would benefit from having a list of recommended further reading to enhance their knowledge and requested nomination of suitable books to add to that list. The beginners should be encouraged to attend any of the Club's sessions. Those attending the supervised sessions are being encouraged to progress to regular sessions.
Conclusions: Continue with current programmes.
Responsibility: J Hill **Deadline:** 11 March 2015

Agenda Item: Social Events **Presenter:** E Sellers
Discussion: No specific report but Eileen commented on how well activities held at the Australia Day session were received.
Conclusions: Continue to research social event occasions.
Responsibility: A Morris **Deadline:** 11 March 2015

Agenda Item: Correspondence **Presenter:** G Rummey

Discussion: The correspondence register was tabled and items discussed.

- 1 Email from Louis Koolen seeking a replacement for Peter Kieran as the Hunter Rep on the NSWBA committee. Eileen would make enquiries about the work load involved.
- 2 Email from Stephanie Mathews regarding the Central Coast Super Congress. Entry forms would be made available to members when they arrived.
- 3 Email from Louis Koolen concerning changes to running zone finals of the Country Teams event. A two session final would be acceptable and hopefully encourage greater participation.
- 4 Letter from Ian Walker regarding proposals to provide improved facilities for members. Letter passed to Alison for consideration of those proposals.

Conclusions: Follow up action required as noted.

Treasurer's reports:

Agenda Item: Performance Report **Presenter:** J Biddlecombe

Discussion: Jeff projected the report on to the screen for discussion - copy attached. That report shows a profit to the end of January of \$16,124.

Agenda Item: Finance Report **Presenter:** J Biddlecombe

Discussion: Jeff also projected the balance sheet for the year to January - copy attached. Cash on hand stands at \$114,191.

The sale of tokens shows a discrepancy of 8 tokens, \$48 and there has been a small decrease in the usage of tokens over the year.

Conclusions: The reports were accepted.

Action: Canvas ideas from members as to their feelings on ways to provide benefits.

Responsibility: J Biddlecombe **Deadline:** 11 March 2015

General Business:

Agenda Item: Name badge logo **Presenter:** T Wagstaff

Discussion: Discussion on whether name badges and even fee tokens should carry the Club's logo.

Conclusions: Committee accepted that the Club's logo should be used wherever possible.

Action: Check whether the NBC logo could be replaced on the name badge.

Responsibility: A Stiller **Deadline:** 11 March 2015

Agenda Item: 2015 Country Pairs Carnival **Presenter:** G Rummey

Discussion: Graham tabled a summary of the financial involvement of participating in the event - copy attached. Last year's event had not been well supported as evidenced in Louis Koolen's report to the NSWBA. To support opportunities for newer members, Committee determined that entry to the Beginner and Restricted sections, and not the Open section, would be supported and a Tuesday 3 week event be used to determine entries.

The Club had no interest in holding the Regional Final of the event.

Conclusions: Advise Louis Koolen accordingly.

Action: Organise event for selection of members to participate.

Responsibility: J Hill **Deadline:** 11 March 2015

Agenda Item: Newcastle Congress **Presenter:** E Sellers
Discussion: Eileen confirmed a venue had been booked and the Director secured. Entries via the NSWBA webpage were available. Quotations to provide catering would be obtained, and improvement to lighting of the access way to the car park and cleanliness issues would be addressed.
Conclusions: Continue with planning.
Action: Obtain catering quotes, investigate lighting options and raise issues with venue manager.
Responsibility: A Morris /T Wagstaff **Deadline:** 11 March 2015

Agenda Item: Hunter Interclub Consortium **Presenter:** E Sellers
Discussion: Eileen tabled a report on progress with H-I-C - copy attached. She summarised the report by saying that the concepts of this group were still being very well supported with 44 teams attending the autumn session at Maitland. Peter questioned several points in the report. Eileen explained that a lack of continuity between the organising representatives from each Hunter Club has caused record keeping to be disjointed, leading to ambiguity of some details.
Whilst the Club will continue to support the venture, H-I-C should be encouraged to become its own stand alone identity.
Conclusions: Eileen to continue as the Club's representative.
Action: Nil.

Date for next committee meeting to be 11 March at 8:30 am.

Meeting concluded at 10:10 am.

Confirmed to be a true record of the meeting.

Tony Wagstaff

11th March 2015

TEACHING SUBCOMMITTEE REPORT

ROLE OF THE SUBCOMMITTEE

- To monitor aspects of the teaching programme within the club
- To suggest possible changes or additions

TEACHING PROGRAMME FOR 2015

1. LESSONS Wayne's next set of lessons will start on February 25th. Full details are now provided on the website. Jeff is to help Wayne with power point presentations.
2. SUPERVISED PLAY The Wednesday session has continued throughout the Xmas period and Anita is happy to continue running these while Wayne is involved with the lessons. The Thursday session will continue as long as there is demand for it.
3. FRIDAY TUTORIALS Roy has indicated he will continue these sessions. They run for about an hour once a month after bridge on Fridays. Topics are usually suggested by the participants. About 20% of those playing stay for the tutorials.
4. INTERMEDIATE LESSONS The subcommittee has given the go-ahead for Ken Wilks to run a series of 6 intermediate lessons early this year. The charge will be \$10 per lesson and they will be held on either Tuesday night or Thursday during the day or both, depending on demand. We will evaluate the success of these and then determine whether a follow-up series will be held later in the year.

MENTORING

1. As reported at the last committee meeting, the pilot programme introduced towards the end of last year was of limited success. As a result it has been decided to discontinue this but consideration will be given to maintaining mentoring on an ad hoc basis. The subcommittee will seek to identify suitable mentors who can be matched with promising beginners. Unless there are objections from the NBC committee, it will be suggested to any players being mentored in the future that they might like to pay the table fees for their mentors.
2. Christo, one of last year's mentors, suggested that "a form of mentoring which involves sitting behind the mentor and observing play (with subsequent discussion)" could be more effective. We rejected this idea as we felt it could be disruptive for others at the table and would not be generally popular with the members.

Correspondence Register:

Item	Correspondent	Subject	Date
	Action		Reply

Correspondence In:

1	Louis Koolen	Peter Kieran resignation	17/12/14
	Seeking from all Hunter Clubs a candidate to replace Peter.		
2	Stephanie Mathews	Central Coast Super Congress	23/01/15
	Early advice of upcoming event. Post entry forms when they arrive		none
3	Louis Koolen	Country Teams Zonal Final	29/01/15
	Advice that the final may be run over two and not three rounds.		none
4	Ian Walker	Kitchen facilities	02/02/15
	pass to sub-committee for response		
5			
6			

Correspondence Out:

1			
2			
3			

Performance to Budget for year to date

Jan-15

	Note	Actual	Budget	Prior Year	Full Year	
					Budget	
Income						
Monday day		7,987	7,794	10,192	13,998	
Monday night		3,873	3,558	3,971	6,108	
Tuesday day		11,249	11,484	12,327	19,926	
Wednesday day		7,664	8,652	9,705	14,802	
Thursday night		3,329	2,520	3,604	4,506	
Friday day		7,566	7,098	6,655	12,258	
Saturday day		8,452	7,788	9,035	13,680	
Wednesday night + Thursday support		2,655	2,900		5,400	
<u>TABLE FEES SUB-TOTAL</u>		<u>52,775</u>	<u>51,794</u>	<u>55,489</u>	<u>90,678</u>	
Congress		0	0	0	9,960	
Weekend Club Events		0	0	0	0	
Joining Fees		0	0	70	0	
Subscriptions		7,240	8,700	8,830	9,400	
Country Teams (Net)		0	0	-962	100	
GNP Regional finals		0	0		0	
Board Dealing		883	960	889	1,440	
Lessons		0	0	225	700	
Other Income		487	0	205	0	
<u>TOTAL INCOME</u>		<u>61,385</u>	<u>61,454</u>	<u>64,746</u>	<u>112,278</u>	
Expenses						
Accounting		1,540	1,500	1,320	1,500	
Advertising		0	0	0	0	
Capitation		34	0	0	4,000	
State affiliation		2,250	0	2,268	2,415	
Directors		90	0	25	200	
Bank Charges		0	30	80	30	
Congress		810	0	21	7,500	
Computer expenses		908	1,520	1,037	2,280	
Consumables		2,097	3,350	2,890	5,000	
Depreciation		0	0	0	7,000	
Donations		0	0	0	360	
Electricity		2,200	3,900	2,477	5,200	
General		115	75	2	125	
Insurance		3,400	3,400	3,435	3,400	
Lessons		0	0	247	0	
Office Equipment		303	210	0	840	
Postage		72	50	137	100	
Printing and Stationery		2,055	2,400	2,446	3,600	
Prizes		2,312	2,800	2,572	4,200	
Rates		4,552	6,276	6,070	8,368	
Refreshments		2,397	3,440	3,407	5,160	
Repairs and Maintenance		2,323	3,520	3,579	5,280	
Subscriptions/Membership		53	150	201	150	
Social		2,717	380	259	420	
Masterpoints		1,505	1,500	2,234	3,000	
State/National comps	A	2,149	1,800	1,990	2,300	
Telephone		805	920	1,031	1,380	
Wages - Office		5,205	6,443	4,133	9,836	
Cleaner		5,517	6,240	5,984	9,360	
<u>Total Expenses</u>		<u>45,409</u>	<u>49,904</u>	<u>47,845</u>	<u>93,004</u>	

Surplus/(deficit) from Bridge	15,976	11,550	16,901	19,274	
Other Income					
Interest Income	148	1,523	3,152	3,040	
<u>TOTAL SURPLUS (DEFICIT)</u>	<u>16,124</u>	<u>13,073</u>	<u>20,053</u>	<u>22,314</u>	

NOTE

A GNOT \$ 1781 State Mixed Pairs -\$100 State Open Pairs 468

* Depreciation not included

FINANCE REPORT

Jan-15

Cash position

		Int Rate	Maturity
Cheque account	\$6,873		
Business Online Saver	\$27,658		
Term Deposit	\$79660.00	2.50%	May-15
	<u>\$114,190.57</u>		

Game Tokens

	Qty	Value
Blue Tokens "in play"	1,000	\$6,000
Liability on Books (Pre Paid Table Fees-White)		\$4,221.00

Latest white token count shows a discrepancy of 8

	Jan-14	Jan-15
Average Tables	64	63.5
Token Use	65%	64%

2015 COUNTRY CARNIVAL DISCUSSION

BACKGROUND:

The Club is being encouraged to enter the subject event in support of the NSWBA providing more interclub competition. The Country Carnival is both a pairs event and an interzonal competition. It starts with Club Qualifying events (CQE), progresses to Regional Finals (RF) and culminates in the Country Carnival Final (CCF). There are three categories of competition: Novice with less than 100MP's, Restricted with less than 300MP's and Open.

Dates for the CQE and the RF sessions have not been determined. That will be the decision of hosting clubs. However, the CCF will be held this year at Port Macquarie-Hastings Bridge Club over the October long week-end, 3rd & 4th October.

Clubs may send six or more pairs to the RF with each category represented if possible. Only six pairs, two from each category, progress from the RF to the CCF.

COSTS:

The whole competition is intended to be revenue neutral. The CQE sessions will be required to raise the entry fees for pairs progressing to the RF, and the host for the RF session will be required to raise entry fees for six pairs going forward to the CCF.

Entry to the RF has been set at \$60 per pair and to the CCF at \$120 per pair. Other costs to cover include venue hire, refreshments, Director's fee, etc. Though the entry fee to the RF has been set at \$60 per pair that could be revised down should sufficient numbers from participating clubs generate income to cover the host club's outlay of entry fees to the CCF and incidentals for running the RF.

That point may be explained as follows:

Entry to CCF	6 pairs @ \$120	\$720
and incidentals	say	\$380
	total	\$1100
RF host club costs	CCF entry fee	\$1100
	incidentals, say	\$390
	total	\$1500
to raise \$1500	25 pairs @ \$60	\$1500

Clubs holding CQE sessions are required to pay for red masterpoints accumulated in those sessions which Ken indicates would be in the order of an additional \$5. Masterpoints from the RF and the CCF will be charged to the NSWBA.

IMPLICATIONS:

Should the Club be prepared to become involved in this event specific decisions need to be addressed:

1. Which current three-week event will be appropriate to use as the CQE?
2. How will pairs be selected to qualify for the RF?
3. Will the Club subsidise entry fees to the RF?
4. Will Newcastle BC apply to hold the RF and if so when?
5. The Club will experience a loss of income of approximately \$1,000 over the period the qualifying sessions are held.

