

# Newcastle Bridge Club Inc

## AGM 2014

**Date:** 13<sup>th</sup> September 2014

**Time:** 10:30am

**Location:** Club premises

### Agenda

Notice is hereby given that there will be a General Meeting of the Newcastle Bridge Club Incorporated in accordance with the following details. Items for inclusion in General Business may be submitted to the Secretary no later than 14 days before the proposed date. Note, items of general business shall only be considered if submitted in accordance with Rule 24 (2) of the Constitution. That rule states that not less than 5% of the total number of members shall sign the request for inclusion of any such item. Current club membership stands at 276 members.

#### DATE/TIME OF MEETING:

Saturday 13<sup>th</sup> September, 2014 to commence at 10:30am

#### AGENDA ITEMS

1. APOLOGIES:
2. PROXIES
3. MINUTES OF PREVIOUS ANNUAL GENERAL MEETING:
4. BUSINESS ARISING FROM THE 2013 AGM MINUTES
  1. Committee structure;
  2. Consistency between sessions;
  3. Casual paid employment; and
  4. Social environment and etiquette.
5. TREASURER'S REPORT
6. BUSINESS ARISING FROM TREASURER'S REPORT
7. APPOINTMENT OF AUDITORS
8. SECRETARY'S REPORT
9. BUSINESS ARISING OUT OF THE SECRETARY'S REPORT
10. PRESIDENT'S REPORT
11. BUSINESS ARISING OUT OF THE PRESIDENT'S REPORT
12. ELECTION OF OFFICE BEARERS
13. GENERAL BUSINESS:
14. NEXT MEETING:
15. CLOSE:

Tony noted that sufficient members were present to declare the meeting open. He welcomed and thanked all members for making the effort to attend.

**Attendees:** See attached schedule *Attendees, Apologies and Proxies*

**Apologies:** See attached schedule *Attendees, Apologies and Proxies*

**Proxies:** See attached schedule *Attendees, Apologies and Proxies*

## **Minutes**

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**Agenda item:** 2013 AGM minutes **Presenter:** T Wagstaff  
**Discussion:** Bruce Webster proposed that the minutes be taken as read. The proposal was seconded by Joan Wansey and was passed unanimously.  
**Conclusions:** Tony signed the minutes as a true record of the 2013 AGM.

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**Agenda item:** Business arising from the 2013 AGM minutes. **Presenter:** T Wagstaff  
**Discussion:** Tony provided the following responses to issues carried over from the 2013 AGM:

1. Committee structure.  
The structure of the committee had been reviewed and no change considered required. Feedback to members would be improved.
2. Consistency between sessions.  
Rosalie Broughton and Alan Charlesworth had spent considerable time establishing for each session the number of boards that could be played for any given table number scenario. Those details were available for directors to implement.
3. Casual paid employment.  
Payment to external employees for club activities had been considered but not pursued. The duties of the office administrator had been re-defined in the Job & Person specification to include activities of this nature.
4. Social environment and etiquette.  
Articles had been published in the newsletter and those issues had been discussed at director meetings. Improvement of the social environment of the Club is included as an objective of the Strategic Plan.

**Conclusions:**

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**Agenda item:** Treasurer's report **Presenter:** J Hill  
**Discussion:** Janet presented her report for the year and tabled a Profit and Loss Statement for the year and a Balance Sheet as at 30<sup>th</sup> June 2014 – copies attached. Peter Peterson moved that the report be accepted. The proposal was seconded by Judy Atkins.  
**Conclusions:** The report was accepted unanimously.

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**Agenda item:** Business arising from the Treasurer's report      **Presenter:** J Hill  
**Discussion:** Roy Hardy requested additional information regarding *Affiliation Fees and Levies*. Specifically he enquired what had been the trend in fees over the recent years and what benefit did members receive from their payment? Janet could provide those figures and the benefits were that the Club was recognised by the NSWBA and that members could acquire masterpoints.  
**Conclusions:** Affiliation would remain and an article be included in the newsletter explaining the benefits made available by membership of the Association.

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**Agenda item:** Appointment of auditors.      **Presenter:** T Wagstaff  
**Discussion:** Tony alerted the meeting to the misnomer of referring to this item as appointing auditors. The company, Lambourne & Partners carried out an audit review rather than a full audit. That approach provided a control over business dealings whilst limiting costs to the Club for the service.  
Kay Rich proposed that the company be re-appointed to act as the Club's Accountants for the purpose of reviewing and completing the annual accounts. Jan Nicol seconded the proposal which was unanimously supported.  
**Conclusions:** Re-engage Lambourne & Partners for review of the Club's accounts.

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**Agenda item:** Secretary's report      **Presenter:** G Rummey  
**Discussion:** Graham presented his report for the year – copy attached. Pam Robinson proposed acceptance of the report. Peter Peterson seconded the proposal.  
**Conclusions:** The report was accepted.

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**Agenda item:** Business arising from the Secretary's report      **Presenter:** G Rummey  
**Discussion:** Jim Fallance proposed that the minutes of the Club be permanently retained. That proposal received overall meeting support.  
Roy Hardy suggested that reference be made and a copy of the Newcastle Bridge Club Song be included in the Club's history.  
**Conclusions:**

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**Agenda item:** President's report      **Presenter:** T Wagstaff  
**Discussion:** Tony presented his report for the year – copy attached.  
During the presentation, the meeting acclaimed Roy Low's past efforts in developing and maintaining the Club's website and applauded Bruce Webster's input to committee dealings during his term as vice-president.  
Jim Fallance proposed acceptance of the report. Alison Lea seconded the proposal.  
**Conclusions:** The report was accepted.

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**Agenda item:** Business arising from the President's report     **Presenter:**     T Wagstaff  
**Discussion:**     **Member transition from beginner status.** Several attendees put forward suggestions of ways to encourage newer players progressing to non-supervised sessions.

- Alison Lea:     hold parallel sessions in the evenings;
- James Hart:    mind set that Wednesday evening is their bridge time, and no time to put into practice what has been taught;
- Pam Robinson: Tuesday players to be encouraged to attend on Fridays;
- Judy Atkins:    encourage newer players to attend a session at which all players are required to use the same system;
- Chris Williams: find mentors willing to play blocks of four sessions (say) with newer members;
- Anne Bissett:  acknowledged problems with moving into a more competitive session but some players were looking for a similar session to Tuesday's
- Eileen Sellers: frequent reminders during the discussion that her survey had covered the issues and the recommendations were being considered in sub-committee;

Janet Hill welcomed submission of any suggestions to the sub-committee dealing with the problem for their consideration.

**Security of the property.** Roy Hardy noted the work on the new fence and car park area but queried why no gates had been included. His concern was that the building would be subject to vandalism.

The issue would be taken on notice.

**Office Administrator.** Gai Brouwer asked for an explanation of exactly what were the duties of this position. A satisfactory response was provided.

**Conclusions:**

- Ideas for aiding the transition of newer members would be accepted by Janet.
- A review of property security would be undertaken.

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**Agenda item:** Election of office bearers for the coming year     **Presenter:**     T Wagstaff  
**Discussion:**     Graham noted that he had received completed nominations for all positions on committee and that as no positions were being contested a vote would not be required.

The nominations were:

Executive Committee		Ordinary members
President	T Wagstaff	J Hill
Vice President	R Broughton	A Morris
Treasurer	J Biddlecombe	P Robinson
Secretary	G Rummey	E Sellers
		A Stiller

**Conclusions:**     Tony declared all positions filled.

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**Agenda item:** General Business **Presenter:** T Wagstaff  
Tony opened the meeting for any general items members wished to raise. Though the items could be discussed, any decisions would be referred to the incoming committee for determination.

**Item:** Life Membership. **Presenter:** R Hardy  
**Discussion:** Roy raised the issue of a lack of definition concerning how members could be nominated for Life Membership. He added that there had only ever been two successful nominations for that honour. Others had been granted that status by donation of funds to the Club. He advocated that Life Members should have their names prominently displayed on an honour role.

The requirements for members to be eligible for being nominated to life membership were questioned. The Constitution set out that members could be nominated for life membership but was vague on those requirements.

The subject has been included as an initiative in the 2014/2015 Strategic Plan.

**Conclusions:** Define means of determining eligibility for Life Membership.

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**Item:** Thursday afternoon session. **Presenter:** B Webster  
**Discussion:** Bruce queried the feasibility of introducing an extra session on Thursday afternoons. There would be additional administrative activities required for this to happen. The Club holds seven sessions each week providing members ample opportunity to play bridge. The emphasis should be to encourage members to play in sessions that are not well attended rather than provide another session.

**Conclusions:** The concept was not supported.

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**Item:** Tuesday attendance. **Presenter:** P Robinson  
**Discussion:** Pam voiced Peter Goodwin's concern that with all newer members being directed towards play on Tuesday that attendance would outgrow the available space.

**Conclusions:** Noted.

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The meeting closed at 11:35am.

Confirmed to be a true record of the meeting.

*Tony Wagstaff*  
*5<sup>th</sup> September 2015*

## ***Attendees, Apologies & Proxies***

### **Attendees – 29 total**

G Rummey	B Webster	F Douglas	J Nicol
E Sellers	B Adcock	J Hill	G Brouwer
J Atkins	B Atkins	A Charlesworth	S Roach
A Bissett	R Bissett	J Ritchie	P Peterson
R Hardy	T Wagstaff	K Rich	A Lea
J Fallance	P Robinson	R Shearer	D Miller
J Wansey	J Hart	J Blenkey	F Larkin
C Williams			

### **Apologies – 85 total**

J Achurch	R Antill	D Armitage	M Somers
J Atkinson	M Badger	J Bartlett	M Sylow
G Baunach	R Bell	J Biddlecombe	A Torrance
M Braidwood	K Burrows	K Cafe	C Wilson
M Carter	C Carey	J Cattell	R Broughton
T Charlton	A Cooke	G Cooper	A Stiller
M Corney	D Corney	M Deacon	P Thatcher
E Di Stefano	P Dibb	P Errington	E White
R Fletcher	Jennifer Fowler	John Fowler	J Wilson
M Geddes	P Goodwin	A Goodwin	I Walker
P Hain	P Harrigan	G Hatherall	K Wilks
J Hewson	R Hille	E Humphery	S Wilson
V Jackel	J Jeffery	H Johnson	M Molyneux
E Kearns	B Kuegler	K Little	J Thatcher
J Macansh	N MacLaurin	A MacLaurin	J Stokes
T Mangan	S Marton	P McGrath	W Simpson
G McMahon	W Morgan	A Morris	C Seymour
S Morris	J Neale	K Norris	E Schrader
J O'Connor	M Parfait	P Peschar	J Savage
P Pettersson	M Pope	R Pope	G Robertson
M Reeves	R Reid	Y Rennard	M Rippon
P Richardson			

### **Proxies – 4 total**

R Broughton	H Johnson	A Stiller	K Wilks
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## **TREASURER'S REPORT**

The club accountant has reviewed our financial records and prepared the financial accounts that have been presented to the meeting.

In the financial year ended 30<sup>th</sup> June 2014 the club generated a profit of \$24,009, compared with \$27,438 in the previous year. This takes into account non-cash depreciation of \$5981.

Our income for the year was \$111,927. This was lower than in the previous year mainly because of a fall in interest received. Expenditure on the car park reduced the amount we had invested and interest rates also declined over the period. Table fees remained consistent at \$85,000 and there was a slight reduction in income because the GNP is no longer held.

Expenses for the year remained relatively stable at \$87,917.

The balance sheet shows a decline in cash reserves from \$135,309 to \$103,901 mainly because of the renovations to the car park. These cost \$54,270 and the value of Land and Buildings has been increased to reflect this. Other major capital expenditures in the period were for the Web Page (\$3,282) and the Front Fence (\$4,683) and these have been included at cost in the item Plant and Equipment.

Token use for the year has averaged 69%, a definite increase on the previous year. There is no compulsion to use tokens but we would ask that those who prefer to use cash ensure they have the right change, preferably in whole dollars, not milk money.

The club continues to operate on a firm financial footing and the current level of cash reserves will be adequate to cover future replacements and renovations. As a result Table Fees will remain at \$6.00 for the coming year and there will be no change in the annual subscription.

I submit this report to the meeting.

Janet Hill  
Treasurer  
13/09/2014

## Secretary's Report

Good morning everyone and thank you for coming.

Your committee has had a full year of meetings, 11 in total with an additional special meeting. Those meetings were well attended with steady progress made on many issues. Tony no doubt will refer specifically to those issues. I will mention a couple later.

Over the year there has been a diversification of the secretarial duties. That change has been of significant benefit to me personally. I refer here to Ken Wilk's involvement with webpage publishing and Pam Robinson taking on the responsibility for co-ordinating club events and entry to state-wide competitions. I have also received assistance with management of committee meetings from Eileen Sellers during my absences, and with the preparation of newsletter articles from Stewart Roach and Peter Peterson.

With the help those committee members provide, I am encouraged to continue in this position. I will now be able to concentrate more upon membership data control, committee meeting management, production of a regular newsletter and providing the club's event program. Perhaps next year the booklet will appear without a single mistake. "That would be a first" I hear you say.

I can inform the meeting that Ken Wilks has agreed to continue as masterpoint secretary and Peter Peterson as the Tournament Director. Jan O'Connor continues her very supportive role of sending out the Club's grievance condolences when they are required. The contribution from all three is appreciated.

Club membership as at the end of August stood at 277. That number has remained fairly constant since 2009. Wayne Morgan continues to offer beginner lessons. Those are now supported by extension sessions under the control of Anita Stiller. From the good attendance at the lessons it is obvious that there are still players in and around Newcastle who are looking to become involved in bridge. The Club's objective must be that once we have them we need to sustain their interest.

The Club currently has two contracts in place controlling maintenance work. One contract is with Ecosmart who come in two days a week to keep the Club clean and tidy. The other contract is with Fernair. That company service the air conditioning units every three months. Both contracts are working well.

One activity in which I became heavily involved during the year was resurfacing the car parking area. Most credit for the design aspects of the work must be directed to Peter Goodwin with his DMR knowledge of pavement design. The Club has always had that work in mind but has never really taken the plunge to become involved with the sensitive issues of poor subsoil conditions and shallow crossfalls that do not provide adequate drainage. Peter has given the Club a solution that will ensure the area for parking will be safe and sound for at least another 15 years.

I will not keep you much longer but there is one activity I feel worthy of mention.

As some of you who read What's Trumps will know for the past twelve months I have been assembling my version of a history of the Newcastle Bridge Club. Now would be the appropriate time for you to say "get a life". My knowledge has been gathered mainly from reading through the Club's minutes dating back to 1968. Articles written by Roy Hardy, Ian Walker, and Roy Low about events in the past have supported those details and do provide a more human face to the facts.

My reason for taking on that task is a fear that one day someone will deem it appropriate to throw out those minutes and in so doing, important information will be lost. I hope that does not happen as frequently I have need to refer to them in search of a decision vaguely remembered but the outcome from which is still in vogue. My thesis is becoming a dry-old read. What would you expect from a straight reproduction of factual data? I do not have all the stories associated with the decisions made or the incidents that took place in those early days of the Club. I wish to jog the memories of our senior members for any anecdotal input that they may wish to be part of that story.

Copies of the tome are being read as I speak. I have asked those members to critique facts already included in the history. Secretly though, my wish is that the readers will provide feedback on additional stories. Please do not hold back if you have a tale or two to include. I will not be accepting anything likely to be libellous.

Some interesting issues have surfaced during my reading. In essence they concern the memory of past members who in their time made enormous contributions ensuring survival of a young club. Their names will not mean anything to many but they should not be forgotten; names such as Bill and Molly Elder, Jack Docksy and Margo Fraser.

In the mid-seventies the Newcastle Congress included an award for the best placed Club pair, the Bill Elder Award. It was agreed that the Club Teams Championship should be known as the Jack Docksy Teams Championship. And Margo Frazer donated a silver salver for the Club Pairs Champions.

I did not know those members. However, in the true sense of building and retaining club spirit I believe that a case could be put forward to initiate appropriate action for having the memory of those members placed permanently on display and not just hidden away in ancient minutes.

OK, that is enough. Please accept this as the Secretary's report for the year past.

Graham Rummey

## Presidents Report

2014 was another busy year at Newcastle Bridge Club. We continued to run seven sessions each week, with some gains and some reductions relative to particular sessions. Night time bridge attendances continue to be lower than desired although, recently, we seem to be holding numbers, and maybe even building a little – always the optimist. We continue to work on formats for our Club Pairs and Teams events, always endeavoring to get the highest possible participation from our members. We are a little encouraged by the outcomes this year, and will probably just tweak the formats a bit for the coming year.

Our membership continues to be enhanced by the beginners lessons, two during the year, so ably conducted by Wayne Morgan. To help the transition of our learners, Wednesday night has also become a supervised session which is attracting good numbers. We are still challenged to find a way to move learners into the Club mainstream of regular session bridge, and will continue to pursue initiatives to this end.

Under guidance of our strategic plan, a good number of initiatives were undertaken over the year, and it is interesting to recap these:

- The car park project was completed early in the year, and we have recently replaced the front fence
- Lighting of the playing area was upgraded
- A major initiative was undertaken to completely re-organize our computers, web site and scoring system. At this point I will pause briefly and call for members to acknowledge their gratitude to Roy Low for his many years of taking care of 'all things computer' for the Club... The re-organization task was undertaken by a sub-committee, and many hours went into this project to provide us with the new web site plus a new improved scoring system.
- During the process of the web site design, a logo was developed for our Club. We believe it gives the Club an identity with a simple message – to date this logo has been applied to the web site and also to our new sign on the front of the building.
- Early this year Joan Butts, the ABF National Teaching Co-Coordinator conducted her weekend seminar for teachers and this was well attended by those involved in teaching in Newcastle and surrounding areas.

Our Treasurer has presented our financial results for the year. You will note that the Club remains in a sound financial position. On the administrative side, later in the year Ken Wilks was appointed to the Office Administrator position, and a decision was subsequently taken to use the additional skills he brings to this position. This will be paid-for work, but we are satisfied the Clubs resources can manage the extra cost.

On behalf of our members, I particularly thank all of those that have carried out tasks voluntarily within our Club. You are vital to our continued success. Thank you also to my committee this year. We were something of a diverse bunch, never short of opinions and views, but I believe our outcomes were good. A special thank you to Bruce Webster, who has decided to step down this year, and whose contribution as vice-president for seven of the past eight years has been invaluable.

Finally, thank you members for your support throughout the year.

Tony Wagstaff  
President