

NEWCASTLE BRIDGE CLUB

COMMITTEE MEETING AGENDA

Date/Time of Meeting: Wednesday 20th April 2016 to start at 0830hrs.

Agenda Items:

1. Apologies.
2. Minutes of previous committee meeting dated 10th February 2016.
3. Carry-over Issues:
 - 1.1 Maintenance and asset replacement schedule TW
 - 1.2 CompScore and handicaps KW
 - 1.3 Electricity accounts TW
 - 1.4 Succession training for key positions GR/TW
 - 1.5 Country Teams Regional Final TW/RH
 - 1.6 Club representative for H-I-C events GR
4. Member Reports
5. General Business:
 - 1.7 Friday Graded Pairs event special meeting
 - 1.8 TBIB Sponsorship
 - 1.9 2017 Programme and prizes review
6. Date for the next committee meeting 8th June at 8:30hrs

MEETING MINUTES

In attendance: R Hardy, P Peterson, K Rich, P Robinson, T Wagstaff and K Wilks.

Apologies: J Biddlecombe, R Broughton and G Rummey

Agenda Item: Minutes 10th February 2016 **Presenter:** G Rummey

Discussion: The minutes were unanimously accepted as being a true record of the previous committee meeting. Roy signed the minutes.

Carry Over Items:

3.1 Maintenance Schedule. Tony presented a forward five year forecast including revenue intake expenses and all maintenance and asset replacement expenses. [DOCUMENTS AVAILABLE]. He showed that using the assumptions presented, annual profit would reduce gradually to around \$10,000 in 2021. Also cash resources would be required to rise to around \$170,000 to cover required expenditures and are predicted to be of the order of \$154,700 by 2021. This is an acceptable prediction. His recommendation was THAT NO INCREASE IN FEES IS REQUIRED AT THIS TIME.

Acceptance of the documents was proposed by Ken seconded by Peter with all in favour. Tony was commended on the work he has done.

Action: Tony is to prepare a note for presentation to the members.

3.2 Compscore and Handicaps. No further action is to be taken on this topic.

3.3 Electricity Accounts. Tony discussed the use of solar power and intends to look further into its application for the club.

3.4 Succession Training. Continue this item for key positions.

3.5 Country Teams Regional Final. This event will be held at the Club in June.

3.6 HIC Club Representative. Committee unanimously accepted Caroline Carey as our representative to the Hunter Inter Club group and agreed to have a Facebook Page. We thank Caroline for taking up this role.

Member Reports for the period ending 31st March 2016:

Tony Wagstaff - financial reports attached.

Forward projection shows a slight loss of \$ 2810 for the full year.

It was agreed that Tony would look at Newcastle PBS for higher interest rates for the clubs funds.

Acceptance of report Proposed Roy Seconded Kay. All in favour.

Other report's items discussed under general business.

General Business:

5.1 Grade Pairs. A Special meeting agreed that this competition would proceed on the fourth Friday of the month commencing 29th April and regulations to cover this event have been issued. In the months of MAY, SEPTEMBER and NOVEMBER this event will clash with three week pairs events. In those months the three week events will be started a week earlier to avoid the overlap. Ken will ensure awareness.

Action: Ken to ensure members are made aware of those date changes.

5.2 TIBIB Sponsorship. The proposed sponsorship was accepted.

5.3 2017 Programme and Prizes Review. It was agreed to hold a special meeting to discuss this item only on Wednesday 25th June at 8-30am.

Action: All committee members are asked to put forward their submission beforehand to aid discussion.

5.4 Rules and Regulations. It was agreed that entry forms to all in club events ought to highlight that only Club Members playing in these events are eligible for a prize and if a team includes a non-member then the team becomes ineligible.

Action: Ken to follow up.

5.5 Taree Bridge Club. The Club's request to sell eggs at the Congress was accepted as a one-off decision and that the decision would not be used to set a precedent.

The date for next committee meeting to be 8th June 2016 at 8:30 am.

Meeting concluded at 9:25am.

Confirmed to be a true record of the meeting.

Roy Hardy

8th June 2017

Five year Financial Projection 2016 to 2021

A forward projection of our likely financial result over each of the next five years has been prepared. These results have then been matched to our expected expenditure on new and replacement assets, to develop a cash flow position for each year. This in turn has been applied to our current funding position to measure where we can expect to be by the end of 2021 which, finally, is compared to the level of provisioning we should responsibly have at that time.

Provisioning means the funds accumulated in the knowledge that significant asset maintaining expenditure will be required in future years. It is prudent to accumulate funds in advance of these years, particularly where the expenditures are large and, in some instances, uncertain.

Key assumptions

- Table fee income to rise by 1% pa
- No increase scheduled in table fees
- Expenses and expenditure on replacement assets to increase annually by 3%

Key outcomes

- Annual profit will reduce gradually, but still be around \$10,000 in 2021
- Cash resources will continue to rise most years. By 2021 these are predicted to be \$154,700 which is close to, but below, the amount (\$170,000) that calculations indicate need to have been accumulated at that point in time.

Recommendation

That no increase in table fees is required at this time.

An increase may be required during the five years projected, should expenses increase faster than expected, or should table numbers diminish.

Attachments

Page 1	Profit/Loss by year
Page 2	Cash Flows by year
Page 3&4	Maintenance & Asset Replacement Schedule

Tony Wagstaff

Treasurer

April 2016

Projected Profit(Loss) 2016 to 2021

	Act 2012	Act 2013	Act 2014	Act 2015	Proj 2016	Note	Proj 2017	Proj 2018	Proj 2019	Proj 2020	Proj 2021
Income											
Table fees	\$86,600	\$85,700	\$85,400	\$89,300	\$88,800	1	\$89,000	\$90,000	\$91,000	\$92,000	\$93,000
Congress	\$11,000	\$9,700	\$10,000	\$14,100	\$14,000	2	\$14,000	\$14,000	\$14,000	\$14,000	\$14,000
Subscriptions	\$8,300	\$7,400	\$9,200	\$8,500	\$8,500		\$8,600	\$8,700	\$8,800	\$8,900	\$9,000
Interest	\$1,400	\$7,400	\$3,300	\$3,000	\$1,300		\$2,500	\$2,500	\$2,500	\$2,500	\$2,500
Other	\$6,800	\$6,800	\$4,000	\$2,100	\$2,100		\$2,000	\$2,000	\$2,000	\$2,000	\$2,000
Total Income	\$114,100	\$117,000	\$111,900	\$117,000	\$114,700		\$116,100	\$117,200	\$118,300	\$119,400	\$120,500
Expenditure											
Affiliation fees	\$5,000	\$5,900	\$6,000	\$5,800	\$5,900		\$6,000	\$6,100	\$6,200	\$6,300	\$6,400
Congress	\$9,700	\$6,400	\$7,200	\$15,600	\$12,000		\$12,000	\$12,000	\$12,000	\$12,000	\$12,000
Depreciation	\$6,000	\$5,900	\$6,000	\$6,800	\$7,000		\$7,000	\$7,000	\$7,000	\$7,000	\$7,000
Electricity	\$3,800	\$4,700	\$5,100	\$4,700	\$4,600	3	\$4,700	\$4,900	\$5,000	\$5,200	\$5,300
Insurance	\$3,300	\$3,300	\$3,400	\$3,600	\$3,600	4	\$2,000	\$2,100	\$2,200	\$2,300	\$2,400
Prizes	\$4,100	\$3,400	\$3,800	\$4,400	\$5,400		\$5,500	\$5,600	\$5,700	\$5,800	\$5,900
Rates	\$6,300	\$7,100	\$8,100	\$8,400	\$8,900		\$9,200	\$9,500	\$9,800	\$10,000	\$10,300
Refresh/Consum	\$10,900	\$8,800	\$10,300	\$8,800	\$6,200		\$6,500	\$6,800	\$7,000	\$7,200	\$7,400
Repairs & Maint	\$5,300	\$9,600	\$5,100	\$6,300	\$6,000		\$6,300	\$6,500	\$6,700	\$6,900	\$7,100
Social	\$1,000	\$500	\$300	\$3,000	\$2,500		\$2,700	\$2,800	\$2,900	\$3,000	\$3,100
Cleaners	\$7,600	\$9,000	\$9,200	\$9,400	\$10,000		\$10,500	\$10,800	\$11,000	\$11,300	\$11,600
Employment	\$5,300	\$6,100	\$6,500	\$9,100	\$9,300		\$9,500	\$9,800	\$10,000	\$10,300	\$10,600
NP Director	\$0	\$0	\$0	\$100	\$5,000		\$5,000	\$5,200	\$5,400	\$5,600	\$5,800
Other	\$18,400	\$18,900	\$16,900	\$14,600	\$13,700		\$14,100	\$14,400	\$14,900	\$15,300	\$15,700
Total Expenses	\$86,700	\$89,600	\$87,900	\$100,600	\$100,100		\$101,000	\$103,500	\$105,800	\$108,200	\$110,600
Surplus before special expenses	\$27,400	\$27,400	\$24,000	\$16,400	\$14,600		\$15,100	\$13,700	\$12,500	\$11,200	\$9,900
Special expenses					\$17,400						
Net Profit/Loss	\$27,400	\$27,400	\$24,000	\$16,400	-\$2,800		\$15,100	\$13,700	\$12,500	\$11,200	\$9,900
Notes	1	Xmas week change from 2014, no free game but function catered									
	2	Congress figures vary year to year depending on lunch arrangements									
	3	No saving factored in for solar energy v electricity									
	4	Insurance saving evident from 2017									

Long Term Maintenance and Asset Replacement Schedule

Annual cost inflation 3%

Description	Cost when Acquired (some ests)	Year Acquired	Asset Life	Renewal Year	Current Estimated Repl Cost	Required Funding						
						2016	2017	2018	2019	2020	2021	
Building												
Office Upgrade	\$2,000	1999	26	2025	\$4,313	\$2,820	\$2,986	\$3,152	\$3,318	\$3,484	\$3,649	May not need
External lighting	\$1,000	2004	20	2024	\$1,806	\$1,084	\$1,174	\$1,264	\$1,355	\$1,445	\$1,535	
Kitchen facilities	\$9,000	2008	15	2023	\$14,022	\$7,478	\$8,413	\$9,348	\$10,283	\$11,218	\$12,152	
Blinds for windows	\$2,000	2009	15	2024	\$3,116	\$1,454	\$1,662	\$1,870	\$2,077	\$2,285	\$2,493	Asset life incr to 15 yrs
Painting inside	\$6,000	2015	8	2023	\$7,601	\$950	\$1,900	\$2,850	\$3,801	\$4,751	\$5,701	
Painting outside	\$6,450	2015	8	2023	\$8,171	\$1,021	\$2,043	\$3,064	\$4,086	\$5,107	\$6,128	
Gutters & Downpipes	\$1,500	2008	20	2028	\$2,709	\$1,084	\$1,219	\$1,355	\$1,490	\$1,625	\$1,761	
Roof replacement - main	\$32,000	2008	25	2033	\$67,001	\$21,440	\$24,120	\$26,800	\$29,480	\$32,160	\$34,841	
Roof - awning	\$3,000	2008	20	2028	\$5,418	\$2,167	\$2,438	\$2,709	\$2,980	\$3,251	\$3,522	
Toilets - Male	\$7,000	2013	15	2028	\$10,906	\$2,181	\$2,908	\$3,635	\$4,362	\$5,089	\$5,817	
Toilets - Female	\$6,000	2008	15	2023	\$9,348	\$4,986	\$5,609	\$6,232	\$6,855	\$7,478	\$8,102	
Premises rewiring	\$5,000	2015	20	2035	\$9,031	\$452	\$903	\$1,355	\$1,806	\$2,258	\$2,709	
Storage shed	\$1,540	2016	20	2036	\$2,781	\$0	\$139	\$278	\$417	\$556	\$695	
Equipment												
Table cloths	\$1,000	2012	5	2017	\$1,159	\$927						
Table cloths(NEW)	\$1,200	2017	5	2022	\$1,391		\$0	\$278	\$556	\$835	\$1,113	
PA System	\$1,398	2000	20	2020	\$2,525	\$2,020	\$2,146	\$2,273	\$2,399			
PA System(NEW)	\$2,500	2020	20	2040	\$4,515					\$0	\$226	
Card Dealer 1	\$3,500	2014	6	2020	\$4,179	\$1,393	\$2,090	\$2,786	\$3,483			
Card Dealer 1(NEW)	\$4,200	2020	6	2026	\$5,015					\$0	\$836	
Card Dealer 2	\$3,500	2013	6	2019	\$4,179	\$2,090	\$2,786	\$3,483				
Card Dealer 2(NEW)	\$4,200	2019	6	2025	\$5,015				\$0	\$836	\$1,672	
Chairs	\$13,028	2005	15	2020	\$20,297	\$14,884	\$16,238	\$17,591	\$18,944			
Chairs(NEW)	\$20,300	2020	15	2035	\$31,627					\$0	\$2,108	
Air Conditioning - Hall	\$15,972	2010	15	2025	\$24,884	\$9,954	\$11,613	\$13,271	\$14,930	\$16,589	\$18,248	
Air Conditioning - Office	\$1,436	2014	15	2029	\$2,237	\$298	\$447	\$597	\$746	\$895	\$1,044	
Carpet	\$5,000	2009	8	2017	\$6,334	\$5,542	\$0	\$0	\$0	\$0	\$0	
Carpet (NEW)	\$6,300	2017	8	2025	\$7,981	\$0	\$0	\$998	\$1,995	\$2,993	\$3,991	
Photocopier	\$1,600	2012	5	2017	\$1,855	\$1,484	\$0	\$0	\$0	\$0	\$0	
Photocopier(NEW)	\$1,800	2017	5	2022	\$2,087	\$0	\$0	\$417	\$835	\$1,252	\$1,670	
Bridgemates 1	\$3,975	2010	8	2018	\$5,035	\$3,776	\$4,406					
Bridgemates(NEW)	\$5,000	2018	8	2026	\$6,334			\$0	\$792	\$1,584	\$2,375	
Bridgemates 2	\$2,207	2013	8	2021	\$2,796	\$1,049	\$1,398	\$1,748	\$2,097	\$2,447		
Bridgemates(NEW)	\$2,800	2021	8	2029	\$3,547						\$0	
Folding Tables	\$1,173	2011	15	2026	\$1,827	\$609	\$731	\$853	\$974	\$1,096	\$1,218	
Dishwasher	\$3,599	2012	10	2022	\$4,837	\$1,935	\$2,419	\$2,902	\$3,386	\$3,870	\$4,353	Life extended to 10 years
Large Screen	\$4,199	2014	8	2022	\$5,319	\$1,330	\$1,995	\$2,660	\$3,324	\$3,989	\$4,654	

Grounds

Pathways	\$3,200	1992	40	2032	\$10,439	\$6,263	\$6,524	\$6,785	\$7,046	\$7,307	\$7,568	
Fence - rear	\$1,000	2008	10	2018	\$1,344	\$1,075	\$1,210					
Fence - rear(NEW)	\$1,300	2018	10	2028	\$1,747			\$0	\$175	\$349	\$524	
Fence - front	\$4,663	2014	25	2039	\$9,763	\$781	\$1,172	\$1,562	\$1,953	\$2,343	\$2,734	Life extended to 25 yrs
Fence - East side	\$1,000	1999	25	2024	\$2,094	\$1,424	\$1,508	\$1,591	\$1,675	\$1,759	\$1,843	Life extended to 25 yrs
Fence - West side	\$1,000	1999	25	2024	\$2,094	\$1,424	\$1,508	\$1,591	\$1,675	\$1,759	\$1,843	Life extended to 25 yrs
Car park re-sealing	\$30,000	2014	15	2029	\$46,739	\$6,232	\$9,348	\$12,464	\$15,580	\$18,696	\$21,812	Reduced from \$50,000

Other

Computer equipt	Annual					\$1,000	\$1,000	\$1,000	\$1,000	\$1,000	\$1,000
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Funding Target

\$375,418	\$112,607	\$124,053	\$138,762	\$155,875	\$150,306	\$169,937
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Spending expected

New	Hallway Door	Not prov	\$3,000							
Replace/	Computer eqt	Provided	\$1,000	\$1,000	\$1,000	\$1,000	\$1,000			
Renew	Windows	Not prov	\$3,000							
	Table cloths	Provided		\$1,200						
	Shed	Not prov	\$1,500							
	Carpet	Provided		\$6,300						
	Photocopier	Provided		\$1,800						
	Bridgemates	Provided			\$5,000					\$2,800
	Rear fence	Provided			\$1,300					
	PA System	Provided					\$2,500			
	Chairs	Provided					\$20,300			
	Card dealers	Provided					\$4,200	\$4,200		
	Painting inside & outside	Provided	\$12,000							
	Total		\$20,500	\$10,300	\$7,300	\$28,000	\$5,200	\$2,800		

Projected Cash Flows for 2016 to 2021

	Proj 2016	Proj 2017	Proj 2018	Proj 2019	Proj 2020	Proj 2021
Projected Profit before Special Expenses	\$14,600	\$15,100	\$13,700	\$12,500	\$11,200	\$9,900
add back Depreciation	\$7,000	\$7,000	\$7,000	\$7,000	\$7,000	\$7,000
Projected cash surplus for year before special expenses	\$21,600	\$22,100	\$20,700	\$19,500	\$18,200	\$16,900
Expected Special Expenses and replacement or New Asset Purchases						
Painting - inside & outside	-\$12,300					
Re-wiring	-\$6,000					
Carpet		-\$6,000				
Bridgemates			-\$5,000			
Chairs				-\$20,000		
Other items, each <\$5,000	-\$10,000	-\$4,000	-\$2,000	-\$8,000	-\$5,000	-\$3,000
Total	-\$28,300	-\$10,000	-\$7,000	-\$28,000	-\$5,000	-\$3,000
Net Funds change for the year	-\$6,700	\$12,100	\$13,700	-\$8,500	\$13,200	\$13,900
Cash at start of year	\$117,000	\$110,300	\$122,400	\$136,100	\$127,600	\$140,800
Cash at end of year	\$110,300	\$122,400	\$136,100	\$127,600	\$140,800	\$154,700

Replacements allowed for at end of 2021

		When	Total Required	Amount Provisioned
Major	Building Repainting	2023	\$16,000	\$12,000
	Air Conditioning	2025	\$25,000	\$18,000
	Carpark Reseal/resurface	2029	\$47,000	\$22,000
	Roof Replacement	2033	\$67,000	\$35,000
All other items taken into account				\$83,000
Total				\$170,000

Performance to Budget for year to date

	Note	YTD March 2016			Full Year		Ownership
		Actual	Budget	Prev Yr	Budget	Update	
Income							
Monday day		8,463	8,160	10,011	10,890	10,890	
Monday night		3,879	4,116	4,842	5,370	4,700	
Tuesday day		16,632	16,080	14,450	21,384	21,600	
Wednesday day		8,756	9,528	9,393	12,726	11,000	
Wednesday night + Thursday support		6,872	6,040	3,685	8,120	9,600	
Thursday night		4,074	4,164	4,475	5,646	5,300	
Friday day		9,075	8,520	9,519	11,640	12,400	
Saturday day		10,161	10,110	10,754	13,680	13,300	
<i>Table Fees Sub-total</i>		67,912	66,718	67,129	89,456	88,790	
Congress			0		14,000	14,000	
Weekend Club Events			0		0	0	
Subscriptions		9,160	8,500	7,955	8,500	8,500	
Country Teams/HICT (Net)		100	0		0	0	
Board Dealing		1,226	1,020	1,095	1,350	1,500	
Other Income			0	300	500	500	
Total Income		78,398	76,238	76,479	113,806	113,290	
Expenses							
Accounting		1,700	1,650	1,540	1,650	1,700	Tony
Advertising			0		0	200	Roy
Capitation		3,943	3,700	3403	3,700	3,700	Graham
Cleaning		7,293	7,600	7200	10,070	10,000	Graham
Affiliation Fee (NSWBA)		2,223	2,400	2250	2,400	2,200	Graham
Directors			200		200	200	Peter
Bank Charges			0		0		Tony
Congress		109	0	1,197	12,000	12,000	Rosalie
Computer expenses			225		300	1,000	website mods Ken
Consumables		2,202	2,970	2,560	3,960	3,200	Tony
Depreciation			0		7,000	7,000	Tony
Donations			0		200	200	Roy
Electricity		3,586	3,750	3,542	5,000	4,600	Tony
General			75	32	100	100	Tony
Insurance		3,656	3,700	3,400	3,700	3,600	switch insurer Tony
Training		-1	0	90	0	0	Roy
Misc Equipment		770	450	709	600	600	Tony
Printing, Stationery, Post		2,050	2,850	3,140	3,800	3,500	Graham
Prizes		4,552	4,050	3,368	5,400	5,400	Pam
Rates		6,954	7,080	6,676	8,920	8,900	Tony
Refreshments		2,246	3,870	3,153	5,160	3,000	Ken
Repairs and Maintenance		4,664	4,500	5,716	6,000	6,000	Graham
Subscriptions/Memberships		54	100	53	100	100	Roy
Social		2,055	2,900	2,794	3,200	2,500	Kay
Masterpoints		1,836	1,700	2,228	3,200	3,000	Ken
State/National comps		1,800	1,400	1,663	1,600	1,600	Tony
Telephone		1,231	990	894	1,560	1,500	Tony
Wages - Office		7,185	7,600	7,241	10,070	9,300	Tony
Wages - NPD		3,600	3,900	0	5,100	5,000	Tony
Total Expenses		63,708	67,660	62,849	104,990	100,100	
Surplus/(deficit) from Bridge		14,690	8,578	13,630	8,816	13,190	
Other Income & Expenses							
Interest Income		1,076	2,160	1,795	2,870	1,400	Tony
Unusual Expenses	A	-17,866	-11,000	0	-11,000	-17,400	Paint outside Tony
Total surplus (deficit)		-2,100	-262	15,425	686	-2,810	

Notes:

A - Unusual expenses	Re-wire	5,566
	Paint inside	5,850
	Paint outside	6,450

**Treasurers' Financial Report
March 2016**

Funds on hand at 31 March 2016

		Int Rate	Maturity
Cheque account	\$8,631		
Online Saver	\$15,110	1.40%	On call
Term Deposit	\$81,720	2.20%	30-Apr-16
	\$105,461		

Table count per session

		9 Mths to March			Prior Year comparison	
		Budget	Actual	Variance	Pr Year	Variance
Monday	Afternoon	350.0	361.5	11.5	428.0	-66.5
	Night	181.0	174.5	-6.5	204.5	-30.0
Tuesday	Morning	670.0	699.0	29.0	618.0	81.0
Wednesday	Day	427.0	382.0	-45.0	407.5	-25.5
	Night(SV)	302.0	266.0	-36.0	170.0	96.0
Thursday	Night	183.0	177.0	-6.0	192.0	-15.0
Friday	Morning	355.0	387.5	32.5	413.0	-25.5
Saturday	Afternoon	431.0	428.0	-3.0	455.0	-27.0
Total		2899.0	2875.5	-23.5	2888.0	-12.5

Profit & Loss Comments

Major variations to budget in March

* Table fees - above budget & LY

	Budget	Actual
Ave per week	76	76.8

Year to date comments

- * Profit above budget at the 'Surplus from Bridge' level, Unusual expenses now completed for the year
- * Subscription received above budget & LY
- * Expenses savings on Printing & Stat, Refreshments, and Social

Other matters followed up during the month

- * Discovered the Club already has a tax file number
- * Financial Review going five years forward completed
- * Started negotiations on moving to solar power

Member Reports

The following Member Reports were prepared but not discussed at the meeting.

President's Report:

TARGETS:

1. Financial-Assist in achieving budget.
2. Other- Help Jeff with Daytime teaching when requested.
3. Aim for an overall increase of five in table numbers

ACTIONS:

1. Helped Peter complete his presentation to members.
2. Can the committee consider setting up single session handicaps on Tuesdays and offer a monthly prize
3. List of IDEAS for 2017 programme.
 - 3.1 Hold both open and restricted pairs and teams competitions.
 - 3.2 Review using Thursday nights for major competitions.
 - 3.3 Examine the possibility of holding split sessions for experienced and inexperienced players.
 - 3.4 Hold a one off elite competition with high entry fee and good prizes
 - 3.5 Hold a one off Novice competition as above.

ISSUES FOR COMMITTEE:

1. A proposal to hold a Graded Pairs competition was prepared and accepted at a special meeting of the committee and will commence on 29th April running every fourth Friday in 2016. The response to date is good. However we will have to change the dates of three competitions in MAY, SEPTEMBER and NOVEMBER. All three clashed dates could, for the three week competition involved be moved to the first Friday of the month. This proposal will be put at the next meeting [thanks Pam!]
2. The issue of the 2017 programme has to be raised in committee soon or we may not be ready to submit it to the AGM. Prizes will also be an issue and ought to be considered in the context of any change of programme.
3. I have received no complaints about manners in the club since Peter did his talks. I notice members still "advise" at the table but in most cases it appears to be acceptable.
4. I have agreed to handle the minutes in Graham's absence from the meeting on 20April. If you have not received a copy of the last minutes and the draft agenda please let me know.
5. I will be overseas from 23 April to 15 May.

Committee Member: Rosalie Broughton

Target:

1. Train more members to use Compscore 2 scoring programme
2. Train a member to prepare the Director/Scorer roster and Dealing roster and Board Sets management.
3. Find a member to be our club's representative for the Hunter Inter Club

Outcomes:

1. Phillip & Kathy Hocking and Caroline Carey have all begun scoring and in particular they are learning to score Swiss Teams. This will result in having at least six members proficient in scoring a Swiss Teams event.
2. Janet Hill has agreed to take over the various rostering duties as soon as I have time to show her the procedures involved.
3. Caroline Carey has agreed to be our representative for the Hunter Inter Club.

General Business:

1. Chris Dibley has agreed to coordinate a monthly 'blog' with interesting hands that hopefully will interest even our newer players. This will be available on our web site as well as on A3 size paper on our notice board. Any interesting anecdotes regarding bridge please pass on to Chris for him to use in this area.
2. Maintenance – Ken Wilks has been left with the onerous task of dealing with Telstra regarding the loss of our telephone line. This is ongoing. The internal flushing mechanism has been replaced in one of the Ladies toilets. David Corney has kindly taken over the watering supervision of the camellias and has done a wonderful job, using his own equipment, to blow and pick up all the leaf matter. He also loaded all the excess rubbish from the shed and took it to the tip.

As I will be absent at the Committee Meeting on April 20th I would like to raise the following:

Rules & Regulations. Should it be noted on the entry forms to club team events that to receive a prize all members of the team must be a member of Newcastle Bridge Club?

I support Roy's suggestion to change the Friday three week events for May, September and November to be the 1st, 2nd & 3rd Fridays of those months to avoid clashing with the new Graded Pairs event.

I would be in favour of holding a Committee Meeting on Wednesday, May 11 for the sole purpose of discussing the 2017 programme and prize structure.

Proposal:

I would like to propose

1. That Caroline Carey be appointed as the Newcastle Bridge Club Representative to the Hunter Inter Club;
2. That we approve a creation, by Caroline Carey, of a Hunter Inter Club Facebook Page; and
3. That we provide a link on our Webpage to this Facebook Page.

A Hunter Inter Club Facebook Page can be created at no cost and the link on our web page can be created by Ken Wilks as webmaster taking approximately ½ hour to create.

There would only be a small percentage of players in the Hunter Region not conversant with Facebook

Caroline has already created a 'draft' Facebook page that, to me, looks very impressive and functional. It would be an excellent means of communication for the Hunter Inter Club group

Caroline is prepared to liaise with all clubs in the Hunter Region to post the necessary details of the Facebook Page

Responsible Nominee - Graham Rummey

Area of Responsibility	Action	Outcome
Building & Ground Maintenance	1. Budget requested; Building \$30,000, Grounds \$5,500	concept discussed with Treasurer
	2. Repainting to exterior surfaces.	complete.
	3. Shed to be replaced.	complete.
	4.	
Secretarial & Documentation	1. Budget requested; \$600	to be determined
	2. 2017 programme ideas.	Agenda item for discussion.
	3. Correspondence: <ul style="list-style-type: none"> a. membership email for 'emergency contact' nominees b. membership email explaining Friday graded event; c. Country Teams regional final offer to Ronnie Ng, and reminder for a decision; d. 	<ul style="list-style-type: none"> a. responses filtering in; b. entry forms posted; c. venue and conditions accepted;
	4. 2016 membership. Membership stands at 278, 13 members taken off 'home membership' return to ABF	books closed 31 st March.
	5.	
Publicity	1. Nominal budget amount requested; \$100	to be determined
	2.	

Issues:

- Need to analyse the budget to determine specific allocations for my responsible areas.
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