

NEWCASTLE BRIDGE CLUB

Committee Meeting Agenda

Date/Time of Meeting: 08th February 2018 to start at 1.15pm

Agenda Items:

1 Apologies

2 Minutes of previous Committee meeting dated Thursday 14th December 2017

3 Correspondence

3.1

4 Carry-over Issues:

- | | | |
|-----|-------------------------------------|-----|
| 4.1 | Hunter Interclub Coordinator update | JB |
| 4.2 | NBC 50 th anniversary | All |
| 4.3 | Carpet replacement | JB |
| 4.4 | Petty cash | KW |
| 4.5 | Safe combination | KW |
| 4.6 | Partner finder | KW |
| 4.7 | Convenors for 2018 events | AK |

5 Financial Reports TW

6 New Business:

- | | | |
|-----|---------------------|----|
| 6.1 | Fridge replacement | KW |
| 6.2 | Membership renewals | JB |

7 Date for the next committee meeting: Thursday 08th March at 1.15pm

NEWCASTLE BRIDGE CLUB

Minutes of Committee Meeting

Date / Time of Meeting: Thursday 8 February 2018 starting at 1.15pm

Attendees: J Biddlecombe, J Boyd, A Kearney, P Peterson, D Puddicombe, T Wagstaff, K Wilks

1. APOLOGIES: J Butel.

2. MINUTES: Jeff moved that the minutes from the meeting on 14th December 2017 be accepted. Tony seconded the motion. The minutes were accepted, and Jeff signed the minutes as a true record of the meeting.

3. CORRESPONDENCE:

3.1. NSWBA re NSW Congress Disciplinary and Ethics Committee: Request for regional clubs to nominate a regional representative.

Action: Nil

3.2. Ausgrid: Notice of power interruption on Monday 19th February between 0730-1130. Lessons have been transferred to Friday pm of that week

Action: Nil

4. CARRY-OVER ISSUES:

4.1. Hunter Interclub Coordinator:

No progress.

Action: Remove

4.2. NBC 50th Anniversary:

Support for a luncheon to be held in August. It was agreed that partners would be included and that club would subsidise members. Number will be capped at 200

Action: Jeff to confirm date and venue

4.3. Carpet Replacement:

Scheduled for Monday 12 February. Volunteers will move furniture on weekend. Protection mats for office to be provided.

Action: Ensure floor is vacuumed once installation is completed

4.4. Petty Cash: Petty Cash has now been removed. Action completed.

4.5. Safe Combination: Manual obtained. Safe combination to be changed by end of February.

Action: KW to implement change

4.6. Partner Finder: Pianola has the ability to register participants who are seeking partners. Persons who register can be contacted if they provided their contact details. Agreed that uptake will only occur if members are interested and that no action is required unless requested.

Action: Nil

4.7. Convenors for 2018 events: Ailsa reported that she is working with Rosalie Broughton to take over some of the events starting with the Graded Pairs. Support will be requested for other events as they occur.

Action: Ailsa to provide update as required

5. FINANCIAL REPORT:

Table numbers remain below last year to date despite some improvement in January. TW has made an adjustment to the year's forecast.

It is noted that electricity is favourable to budget. A new line item for computer expenses has been added. Some subscription renewals are outstanding.

Club insurance was renewed in January. Insured values are as per last year and it was noted that these should be reviewed prior to next renewal.

KW moved that the Financial Reports be accepted; JB seconded the motion.

6. NEW BUSINESS:

6.1. Fridge Replacement:

KW advised that a replacement refrigerator has been purchased that will be delivered on 9th February.

6.2. Membership Renewals:

The cutoff date for renewals is looming. Unfinancial members may continue to play at the club but cannot collect master points. An email will be sent to those members who haven't renewed their membership that they will not be collect master points.

Action: KW to email unfinancial members

6.3. Outside Seating:

Members have welcomed the outside seating but have requested that more comfortable chairs be purchased. It was agreed to purchase new chairs with the provision that they be secured. **Action:** JB to purchase chairs

6.4. Congress Sponsorship:

Jeff reported that AVEO has expressed an interest.

Action: JB to provide feedback

6.5. Internal Seating:

Jeff reported that damaged chairs needs replacing and that it is not possible to match either style or colour with the existing chairs. A colour swatch has been requested to find best colour match. A new chairs have been trialled with mixed feedback. It was agreed to proceed with purchase of the most suitable replacement

Action: KW to purchase

6.6. Country Teams:

The Country Teams event is scheduled for June 3rd. Due to a clash with the Club Teams event it is necessary to move the Club Teams to another date. The 22nd July was agreed to being the most suitable date noting that this falls at the end of the school holidays.

Action: JB to advise members and update calendar of events

6.7. AGM Date: JB reported that he will be away during the period when the AGM is normally held and requested that it be moved to a date when he'll be present. It was agreed to do this in accordance with club regulations.

Action: JB to propose suitable date

6.8. Team Events: Dave provided feedback on Tuesday team event in relation to number of participants and the request that the number of prizes be increased where there is high participation. It was agreed that where there are 16 or more tables prizes would be increased. Two 1st, 2nd and 3rd prizes will now be awarded for last weeks events and future ones.

7. NEXT COMMITTEE MEETING:

The next committee meeting will be Thursday 08 March commencing at 1.15pm (the 2nd Thursday in the month).

Meeting concluded at 2.30pm

Confirmed to be a true record of the meeting

Jeff Biddlecombe 8/3/18

Newcastle Bridge Club							
Performance to Budget for year to date							
		Jan	YTD Jan 2018			Full Year	
	Note	Actual	Actual	Budget	Prev Yr	Budget	Update
Income							
Monday day		1,202	5,826	6,426	6,186	11,340	9,300
Monday night		540	3,411	3,024	3,133	5,190	5,800
Tuesday day		2,084	12,412	12,264	12,316	21,336	20,700
Wednesday day		1,052	6,486	6,822	6,902	11,736	10,900
Wednesday SV play		624	4,666	4,992	5,671	8,520	8,100
Thursday day		1,244	7,892	6,888	4,056	11,832	13,300
Thursday night		216	2,176	2,790	2,530	4,680	4,000
Friday day		1,227	8,568	9,072	8,853	15,792	15,000
Saturday day		1,340	6,418	7,062	6,654	11,976	10,200
<i>Table Fees Sub-total</i>		9,529	57,855	59,340	56,301	102,402	97,300
Congress				0		16,000	16,000
Subscriptions		1,590	10,075	11,000	8,775	11,500	11,500
Country Teams/GNOT/HICT (Net)			775	800	1,088	1,700	1,700
Board Dealing		84	1,328	1,050	1,233	1,800	2,000
Other Income			177	0	300	300	400
Total Income		11,203	70,210	72,190	67,697	133,702	128,900
Expenses							
Accounting			1,700	1,800	1,700	1,800	1,700
Advertising			41	0		0	100
Capitation (ABF)			35	350	78	4,850	4,850
Cleaning		774	5,808	5,770	5,703	10,000	10,000
Affiliation Fee (NSWBA)			2,844	2,600	2,538	2,600	2,850
Directors				200		200	225
Congress				0		14,000	14,000
Computer Systems		600	1,011	175		300	1,000
Consumables		444	2,386	2,450	1,648	4,200	4,000
Depreciation				0		8,000	8,000
Donations				0		200	200
Electricity			1,566	2,000	2,541	4,000	3,400
Insurance		2,231	2,231	2,400	2,133	2,400	2,400
Training			225	100	132	200	200
Misc Equipment			698	875	934	1,500	1,000
Printing, Stationery, Post		257	2,994	1,925	1,786	3,300	3,500
Prizes			2,648	3,000	3,432	6,400	6,400
Rates			5,603	6,050	7,597	11,200	11,200
Refreshments		201	2,165	2,275	2,085	3,900	3,900
Repairs and Maintenance		538	4,451	2,800	2,112	4,800	5,800
Subscriptions/Memberships			95	100	44	100	100
Social		-322	2,636	2,100	1,144	2,600	3,600
Masterpoints		46	754	1,600	763	3,000	3,000
State/National comps			1,291	1,700	1,713	3,100	3,000
Telecommunications		105	757	1,050	1,198	2,000	1,500
Office Wages & Super		1,087	6,276	6,000	5,873	10,400	10,500
Wages - NPD		980	6,240	5,580	4,060	9,360	10,500
Total Expenses		6,941	54,455	52,900	49,214	114,410	116,925
Surplus/(deficit) from Bridge		4,262	15,755	19,290	18,483	19,292	11,975
Other Income & Expenses							
Interest Income			961	950	1,475	1,840	1,900
Loss on Asset disposals				0			
Unusual Expenses				0	0		
Total surplus (deficit)		4,262	16,716	20,240	19,958	21,132	13,875
Notes:							

**Newcastle Bridge Club
Treasurers Report
January 2018**

Funds on hand at 31 January 2018			Int Rate	Maturity
Cheque account	\$13,039			
Online Saver	\$32,384	1.25%	On call	
Term Deposit	\$84,847	2.00%	30-Apr-18	To be confirmed
	\$130,270			

Table count per session									
		January YTD				Prior Year comparison			
		Budget	Actual	Variance	%	Pr Year	Variance	%	
Monday	Afternoon	275.0	243.0	-32.0	-13.2%	264.5	-21.5	-8.1%	
	Night	133.0	142.0	9.0	6.3%	138.0	4.0	2.9%	
Tuesday	Morning	511.0	496.5	-14.5	-2.9%	516.0	-19.5	-3.8%	
Wednesday	Day	292.0	274.0	-18.0	-6.6%	300.5	-26.5	-8.8%	
	Night(SVP)	208.0	199.5	-8.5	-4.3%	246.5	-47.0	-19.1%	
Thursday	Day	287.0	330.0	43.0	13.0%	185.0	145.0	78.4%	
	Night	124.0	94.0	-30.0	-31.9%	113.0	-19.0	-16.8%	
Friday	Morning	378.0	358.5	-19.5	-5.4%	379.0	-20.5	-5.4%	
Saturday	Afternoon	302.0	262.5	-39.5	-15.0%	284.0	-21.5	-7.6%	
Total		2510.0	2400.0	-110.0	-4.6%	2426.5	-26.5	-1.1%	
5 Week Moving Average			76.5			76.1			

Profit & Loss Comments - year to date

v Budget Table fee income remains below budget YTD by \$1,515, but recent months better. However full year budget unlikely to be achieved
 Subscription receipts are also down a little year to date
 Expenses over due to Repairs - kitchen re-work cost carried over from last year, plus cost of updating fire protection equipment
 YTD profit of \$16716, is below budget \$20,240

v Last Year Table fee income has improved a little to now be ahead of prior year.
 Expenses remain higher due to Repairs - see above. Also Non Playing Director where session payment has increased to \$70

An update to the full year prediction has been made, indicating a reduced profit of \$13,875 compared to budget \$21,132

**Tony Wagstaff
6 February 2018**