

NEWCASTLE BRIDGE CLUB

Committee Meeting Agenda

Date/Time of Meeting: 12th April 2018 to start at 1.15pm

Agenda Items:

- 1 **Apologies:** Ken Wilks
- 2 **Minutes of previous Committee meeting** dated Thursday 08 March 2018
- 3 **Correspondence**
 - 3.1 Central Coast Bridge Club pairs event JuB
- 4 **Carry-over Issues:**
 - 4.1 NBC 50th anniversary - update JB
 - 4.2 Membership renewals - update KW?
 - 4.3 Congress - update JB
 - 4.4 Chair replacement KW?
 - 4.5 Thursday night Bridge – reaction? JB
 - 4.6 Website tidy up JuB
- 5 **Financial Reports** TW
(Including discussion re Financial projections)
- 6 **New Business:**
 - 6.1 Bridge for Brains JuB
 - 6.2 Country Teams event AK
 - 6.3 Club Teams Championship format JB
- 7 **Date for the next committee meeting:** Thursday 10 May at 1.15pm



Minutes of Committee Meeting

Date / Time of Meeting: Thursday 12 April 2018 starting at 1.15 pm

Attendees: J Biddlecombe, J Butel, A Kearney, D Puddicombe T Wagstaff

1 APOLOGIES: J Boyd, P Peterson, K Wilks

2 MINUTES: Tony moved that the minutes of the meeting on 08 March 2018 be accepted. Ailsa seconded the motion. The minutes were accepted, and Jeff signed the minutes as a true record of the meeting.

3 CORRESPONDENCE:

3.1 Letter from Central Coast Bridge Club re a Pairs event on Saturday July 14. They have requested that clubs send pairs to the event.

Action: Julie to follow up re further details of the event (cost to enter, entry conditions, deadline)

3.2 NSWBA meeting Wed 18/4 at Central Coast Leagues Club. Objective is to find ways for clubs to help each other to enhance experience of members and ensure the clubs prosper.

Action: Jeff will attend. Jeff to contact NSWBA to advise attendance

3.3 Email from member requesting "the Committee to consider showing the scores on Bridgemate again but by doing it with a show of hands for and against before each session". As the decision to remove scores was made after a vote at the 2016 AGM, the Committee cannot vote to change this rule at a Committee meeting only.

Action: Jeff to advise the member in writing of the options to pursue the request, namely that in accordance with the Constitution (Clause 27), members would need to put forward a written request to convene a special general meeting. The request would need to state the purpose of the special meeting and include proposals as to how the issues previously identified would be managed; and signed by a minimum of 14 members (5% of total membership). Jeff will also suggest that the request be tabled prior to the next AGM (September) and voted upon then, as it is time consuming and complicated to call a special meeting.

4 CARRY-OVER ISSUES:

4.1 NBC 50th anniversary:

Jeff advised that some members were concerned that the date proposed clashes with the Coffs Harbour Congress. Jeff has looked at alternative dates but there are issues with all the available options, so we will stick with 19 August.

Action: Jeff to continue with organizing the event and will call for assistance when required.

4.2 Membership Renewals:

Cut off date for renewals has now passed. The membership of approximately 32 members has been cancelled. **No further action**

4.3 Newcastle Bridge Club Congress:

Brochures have been printed and registrations are being received. Dave advised that he has emailed 34 clubs; he has received one bounce back and no responses.

Action: Jeff to visit the venue and check facilities, including the kitchen. Jeff will call for volunteers shortly.

4.4 Replacement Chair:

Has been ordered and is due for delivery 13 April.

Action: No further action

4.5 Thursday Night Bridge Cancellation:

Most members understand the reasons for the decision.

Action: No further action

4.6 Website Clean Up:

The post on the website re Volunteer drivers has been removed and replaced by a link on the home page; Congress details have been updated; Committee meeting minutes have been updated. **Action: Ongoing**

5 FINANCIAL REPORTS:

5.1 Year to Date Reports:

YTD Table fees are slightly lower than last year, and 2.5% below budget.

Expenses are favourable to budget mainly due to the timing of capitation charges.

All other variations as previously reported.

5.2 5-Year Projection:

Tony tabled a 5-Year budget projection. Based on the assumptions made, the budget appears to be under control. The cash flow projection indicates there may be a deficit in cash provisioning of around \$30000 by 2023. While there does not appear to be any need for corrective action in the short term, table fee increases may be required at some point to fund the deficit in budget (noting that there has been no increase in the last 10 years).

Jeff moved that the Financial Reports be accepted; Dave seconded the motion.

6 NEW BUSINESS:

6.1 Bridge for Brains:

Details have been received for this year's Bridge for Brains event for which we have registered. The event will be held at our regular Wednesday session on 2 May. Donation envelopes will be available for any members who wish to donate.

Action: Julie to liaise with dealers; announcements to be made at the club the week prior to the event (director)

6.2 Country Teams Event:

As previously advised to members, the Country Teams Qualifying will be held on Mondays 14/21/28 May and Wednesdays 9/16 May. The final will be on Sunday 2 June – refreshments will be provided after the final.

Action: (a) Ailsa to provide details to Julie so that an email can be sent to all members and a notice posted on the website. (b) Registration forms will be available at the club from next week. (c) Event will be promoted at club sessions by Directors. (d) Ken will direct the Final and will contact other clubs leading up to the event.

6.3 Club Teams Championship Format:

Jeff proposed that there be no Qualifying rounds for the Club Teams Championship (scheduled for Saturdays 12/19 May) and that instead there would be a one-day event consisting of a morning and afternoon session (Final) on Sunday 22 July – as for the Club Pairs Championship. Jeff advised that he had discussed this with Ken Wilks, Peter Peterson and Rosalie Broughton who were all in agreement. All at the meeting voted to accept the proposal.

Action: Julie to advise all members by email and post an announcement on the website.

6.4 Change to Director Status:

Jeff advised that Ken Wilks' Director status has been promoted from C2 to C1 level following approval by the State Director of Directors

7 NEXT COMMITTEE MEETING:

The next committee meeting will be Thursday 10th May commencing at 1.15pm (the 2nd Thursday in the month).

Meeting concluded at 2.35 pm

Confirmed to be a true record of the meeting

Dave Puddicombe 10/5/18 (on behalf of Jeff Biddlecombe)

Newcastle Bridge Club								
Performance to Budget for year to date								
		March	YTD March 2018			Full Year		
	Note	Actual	Actual	Budget	Prev Yr	Budget	Update	Resp
Income								
Wednesday SV play		348	5,578	6,336	7,589	8,520	8,100	
Thursday day		1,287	10,473	8,712	5,975	11,832	13,300	
Thursday night		0	2,344	3,510	3,136	4,680	4,000	
Friday day		1,335	11,059	11,760	11,868	15,792	15,000	
Saturday day		879	8,185	8,934	8,826	11,976	10,200	
Monday day		788	7,257	8,298	8,371	11,340	9,300	
Monday night		906	4,821	3,936	4,189	5,190	5,800	
Tuesday day		1,615	15,791	15,720	16,031	21,336	20,700	
Wednesday day		897	8,409	8,694.0	8,835	11,736	10,900	
<i>Table Fees Sub-total</i>		8,055	73,917	75,900	74,820	102,402	97,300	
Congress				0		16,000	16,000	JeB
Subscriptions		210	10,515	11,500	10,500	11,500	11,500	
Country Teams/GNOT/HICT (Net)			775	800	1,088	1,700	1,700	
Board Dealing		96	1,544	1,350	1,726	1,800	2,000	TW
Other Income		10	267	0	300	300	400	
Total Income		8,371	87,018	89,550	88,434	133,702	128,900	
Expenses								
Accounting			1,700	1,800	1,700	1,800	1,700	TW
Advertising			41	0		0	100	JeB
Capitation (ABF)	B		35	4,700	77	4,850	4,850	JuB
Cleaning		774	7,357	7,500	7,246	10,000	10,000	JuB
Affiliation Fee (NSWBA)			2,844	2,600	2,538	2,600	2,850	JuB
Directors				200		200	225	PP
Congress				0		14,000	14,000	JeB
Computer Systems			1,011	225		300	1,000	TW
Consumables		281	2,977	3,150	2,398	4,200	4,000	TW
Depreciation				0		8,000	8,000	TW
Donations				0		200	200	JuB
Electricity			2,480	3,100	3,743	4,000	3,400	TW
Insurance			2,231	2,400	2,133	2,400	2,400	TW
Training			225	200	132	200	200	JeB
Misc Equipment		197	965	1,125	1,555	1,500	1,000	TW
Printing, Stationery, Post		271	3,403	2,475	2,116	3,300	3,500	JuB
Prizes		1,153	4,593	4,300	5,256	6,400	6,400	KW
Rates		572	8,469	8,900	8,149	11,200	11,200	TW
Refreshments		325	2,825	2,925	2,801	3,900	3,900	KW
Repairs and Maintenance		551	5,158	3,600	3,041	4,800	5,800	DP
Subscriptions/Memberships			95	100	44	100	100	TW
Social		69	2,779	2,300	1,144	2,600	3,600	?
Masterpoints	A		754	2,300	763	3,000	3,000	KW
State/National comps			1,291	1,900	1,758	3,100	3,000	TW
Telecommunications		110	976	1,350	1,438	2,000	1,500	TW
Office Wages & Super		797	7,930	7,800	7,431	10,400	10,500	TW
Wages - NPD		840	7,990	7,020	5,680	9,360	10,500	TW
Total Expenses		5,940	68,129	71,970	61,143	114,410	116,925	
Surplus/(deficit) from Bridge		2,431	18,889	17,580	27,291	19,292	11,975	
Other Income & Expenses								
Interest Income			1,414	1,380	1,504	1,840	1,900	TW
Loss on Asset disposals				0				TW
Unusual Expenses				0	0			TW
Total surplus (deficit)		2,431	20,303	18,960	28,795	21,132	13,875	
Notes:								
A Masterpoints charge for Dec Qtr outstanding								
B Annual Capitation Fee not yet paid to ABF								

Newcastle Bridge Club										
Treasurers Report										
March 2018										
Funds on hand at 31 March 2018										
				Int Rate	Maturity					
	Cheque account	\$13,311								
	Online Saver	\$32,398	1.25%	On call						
	Term Deposit	\$85,285	2.00%	30-Apr-18		To be confirmed				
		\$130,994								
Table count per session										
			March YTD				Prior Year comparison			
			Budget	Actual	Variance	%	Pr Year	Variance	%	
	Wednesday	Night(SVP)	264.0	245.5	-18.5	-7.5%	329.0	-83.5	-25.4%	
	Thursday	Day	363.0	449.5	86.5	19.2%	267.0	182.5	68.4%	
	Thursday	Night	156.0	106.0	-50.0	-47.2%	139.5	-33.5	-24.0%	
	Friday	Morning	490.0	474.0	-16.0	-3.4%	508.5	-34.5	-6.8%	
	Saturday	Afternoon	382.0	351.5	-30.5	-8.7%	376.5	-25.0	-6.6%	
	Monday	Afternoon	355.0	318.0	-37.0	-11.6%	358.5	-40.5	-11.3%	
	Monday	Night	173.0	210.5	37.5	17.8%	184.5	26.0	14.1%	
	Tuesday	Morning	655.0	659.0	4.0	0.6%	672.5	-13.5	-2.0%	
	Wednesday	Day	372.0	369.5	-2.5	-0.7%	386.0	-16.5	-4.3%	
	Total		3210.0	3183.5	-26.5	-0.8%	3222.0	-38.5	-1.2%	
Profit & Loss Comments - year to date										
	v Budget	Table fee income remains below budget YTD at minus \$1,983								
		Subscriptions will need new members for budget to be reached								
		Expenses - Timing savings from unpaid ABF accounts for Capitation and Dec Qtr								
		masterpoints partly offset by extra expenses for repairs & maintenance,								
		non playing director, and printing & stationery								
		YTD profit of \$20,303 is temporarily ahead of budget \$18,960								
	v Last Year	Table fee income below prior year by \$903 or 1.2%								
		Expenses remain higher due to Repairs and Non Playing Director where the								
		session payment has increased to \$70, and Social costs								
		No change to the full year update, indicating a reduced profit of \$13,875								
Tony Wagstaff										
April 2018										

**Newcastle Bridge Club
Projected Profit(Loss) 2018 to
2023**

	Factor	Act 2015	Act 2016	Act 2017	Note	Proj 2018	Proj 2019	Proj 2020	Proj 2021	Proj 2022	Proj 2023
Income											
Table fees	1.5%	\$89,300	\$90,900	\$99,100	A	\$97,300	\$98,760	\$100,241	\$101,745	\$103,271	\$104,820
Congress	3%	\$14,100	\$15,800	\$15,600		\$16,000	\$16,480	\$16,974	\$17,483	\$18,007	\$18,547
Subscriptions	3%	\$8,500	\$10,300	\$11,300	B	\$11,500	\$11,845	\$12,200	\$12,566	\$12,943	\$13,331
Interest		\$3,000	\$1,300	\$2,000		\$1,900	\$2,700	\$2,800	\$2,800	\$2,800	\$2,800
Other		\$2,100	\$3,000	\$3,900		\$4,100	\$4,100	\$4,100	\$4,100	\$4,100	\$4,100
Total Income		\$117,000	\$121,300	\$131,900		\$130,800	\$133,885	\$136,315	\$138,694	\$141,121	\$143,598
Expenditure											
Affiliation fees	3%	\$5,800	\$6,600	\$7,300	B	\$7,700	\$7,931	\$8,169	\$8,414	\$8,666	\$8,926
Congress	3%	\$15,600	\$12,700	\$13,100		\$13,500	\$13,905	\$14,322	\$14,752	\$15,195	\$15,651
Depreciation		\$6,800	\$7,000	\$7,100		\$8,000	\$8,000	\$8,000	\$8,000	\$8,000	\$8,000
Electricity	3%	\$4,700	\$5,000	\$4,500		\$3,400	\$3,502	\$3,607	\$3,715	\$3,826	\$3,941
Insurance	3%	\$3,600	\$3,800	\$2,300		\$2,400	\$2,472	\$2,546	\$2,622	\$2,701	\$2,782
Prizes	3%	\$4,400	\$5,800	\$6,800		\$6,800	\$7,004	\$7,214	\$7,430	\$7,653	\$7,883
Rates	3%	\$8,400	\$8,800	\$10,600		\$11,200	\$11,536	\$11,882	\$12,238	\$12,605	\$12,983
Refresh/Consum	3%	\$8,800	\$7,000	\$7,800		\$7,900	\$8,137	\$8,381	\$8,632	\$8,891	\$9,158
Repairs & Maint	3%	\$6,300	\$5,900	\$4,800		\$5,800	\$5,974	\$6,153	\$6,338	\$6,528	\$6,724
Social	3%	\$3,000	\$2,400	\$1,500		\$3,600	\$3,708	\$3,819	\$3,934	\$4,052	\$4,174
Cleaners	3%	\$9,400	\$9,700	\$9,800		\$10,000	\$10,300	\$10,609	\$10,927	\$11,255	\$11,593
Office wages & super	3%	\$9,100	\$10,400	\$10,300		\$10,500	\$10,815	\$11,139	\$11,473	\$11,817	\$12,172
NP Director	3%	\$100	\$5,000	\$7,900		\$10,500	\$10,815	\$11,139	\$11,473	\$11,817	\$12,172
Other	3%	\$14,600	\$13,100	\$14,100		\$15,600	\$16,068	\$16,550	\$17,047	\$17,558	\$18,085
Total Expenses		\$100,600	\$103,200	\$107,900		\$116,900	\$120,167	\$123,530	\$126,995	\$130,564	\$134,244
Surplus before special expenses		\$16,400	\$18,100	\$24,000		\$13,900	\$13,718	\$12,785	\$11,699	\$10,557	\$9,354
Special expenses			\$23,600		C		\$3,000				
Net Profit/Loss		\$16,400	-\$5,500	\$24,000		\$13,900	\$10,718	\$12,785	\$11,699	\$10,557	\$9,354

Notes

A Assumes net growth in player participation of 1.5% pa

B Annual subscriptions should adjust over years to compensate for increased State & National registration charges

C Suggested subsidy amount available for 50 year birthday party

Newcastle Bridge Club
Maintenance and Asset Replacement Schedule
March 2018

Annual cost inflation	3% Cost when	Year	Asset	Renewal	Current						
Description	Acquired (some ests)	Acquired	Life	Year	Estimated Repl Cost	2018	2019	2020	2021	2022	2023
Building											
Office Upgrade	\$2,000	1999	25	2024	\$4,188	\$3,183	\$3,350	\$3,518	\$3,685	\$3,853	\$4,020
External lighting	\$1,000	2004	20	2024	\$1,806	\$1,264	\$1,355	\$1,445	\$1,535	\$1,625	\$1,716
Kitchen facilities	\$9,000	2008	15	2023	\$14,022	\$9,348	\$10,283	\$11,218	\$12,152	\$13,087	
Blinds for windows	\$2,000	2009	15	2024	\$3,116	\$1,870	\$2,077	\$2,285	\$2,493	\$2,701	\$2,908
Painting inside	\$6,000	2015	8	2023	\$7,601	\$2,850	\$3,801	\$4,751	\$5,701	\$6,651	
Painting outside	\$6,300	2015	8	2023	\$7,981	\$2,993	\$3,991	\$4,988	\$5,986	\$6,983	
Gutters & Downpipes	\$2,000	2008	20	2028	\$3,612	\$1,806	\$1,987	\$2,167	\$2,348	\$2,528	\$2,709
Roof replacement - main	\$32,000	2008	25	2033	\$67,001	\$26,800	\$29,480	\$32,160	\$34,841	\$37,521	\$40,201
Roof - awning	\$3,000	2008	20	2028	\$5,418	\$2,709	\$2,980	\$3,251	\$3,522	\$3,793	\$4,064
Toilets - Male	\$7,000	2013	15	2028	\$10,906	\$3,635	\$4,362	\$5,089	\$5,817	\$6,544	\$7,271
Toilets - Female	\$6,000	2008	15	2023	\$9,348	\$6,232	\$6,855	\$7,478	\$8,102	\$8,725	
Premises rewiring	\$5,500	2015	20	2035	\$9,934	\$1,490	\$1,987	\$2,484	\$2,980	\$3,477	\$3,974
Storage shed	\$1,540	2016	20	2036	\$2,781	\$278	\$417	\$556	\$695	\$834	\$973
Window renovations	\$2,900	2016	20	2036	\$5,238	\$524	\$786	\$1,048	\$1,310	\$1,571	\$1,833
Foyer re-model	\$2,900	2016	20	2036	\$5,238	\$524	\$786	\$1,048	\$1,310	\$1,571	\$1,833
Solar Panels	\$10,500	2016	15	2031	\$16,359	\$2,181	\$3,272	\$4,362	\$5,453	\$6,544	\$7,634
Equipment											
Table cloths	\$1,000	2012	7	2019	\$1,230	\$1,054	\$1,230				
PA System	\$1,398	2000	20	2020	\$2,525	\$2,273	\$2,399	\$2,525			
Card Dealer 1	\$4,000	2017	6	2023	\$4,776	\$796	\$1,592	\$2,388	\$3,184	\$3,980	\$4,776
Card Dealer 2	\$3,500	2013	6	2019	\$4,179	\$3,483	\$4,179				
Chairs	\$13,028	2005	16	2021	\$20,906	\$16,986	\$18,293	\$19,599			
Air Conditioning - Hall	\$15,972	2010	15	2025	\$24,884	\$13,271	\$14,930	\$16,589	\$18,248	\$19,907	\$21,566
Air Conditioning - Office	\$1,436	2014	15	2029	\$2,237	\$597	\$746	\$895	\$1,044	\$1,193	\$1,342
Carpet	\$5,000	2009	9	2018	\$6,524						

Copier	\$1,600	2012	7	2019	\$1,968	\$1,687	\$1,968				
Bridgemates 1	\$3,975	2010	10	2020	\$5,342	\$4,274	\$4,808	\$5,342			
Bridgemates 2	\$2,207	2013	10	2023	\$2,966	\$1,483	\$1,780	\$2,076	\$2,373		
Folding Tables	\$1,173	2011	15	2026	\$1,827	\$853	\$974	\$1,096	\$1,218	\$1,340	\$1,462
Dishwasher	\$3,599	2012	8	2020	\$4,559	\$3,419	\$3,989	\$4,559			
Large Screen	\$4,199	2014	8	2022	\$5,319	\$2,660	\$3,324	\$3,989	\$4,654	\$5,319	
Grounds											
Pathways	\$3,200	1992	40	2032	\$10,439	\$6,785	\$7,046	\$7,307	\$7,568	\$7,829	\$8,090
Fence - Rear	\$1,000	2008	10	2018	\$1,344	\$1,344	\$1,478				
Fence - Front	\$4,663	2014	25	2039	\$9,763	\$1,562	\$1,953	\$2,343	\$2,734	\$3,124	\$3,515
Fence - East side	\$1,000	1999	25	2024	\$2,094	\$1,591	\$1,675	\$1,759	\$1,843	\$1,926	\$2,010
Fence - West side	\$1,000	1999	25	2024	\$2,094	\$1,591	\$1,675	\$1,759	\$1,843	\$1,926	\$2,010
Car park re-sealing	\$15,000	2017	15	2032	\$23,370	\$1,558	\$3,116	\$4,674	\$6,232	\$7,790	\$9,348
Expected Special Expenses and Asset Replacements											
Carpet replacement	\$11,750	2018	8	2026	\$14,885		\$1,861	\$3,721	\$5,582	\$7,443	\$9,303
Table cloths replacement	\$1,500	2019	5	2024	\$1,739			\$348	\$696	\$1,043	\$1,391
Card Dealer 2 replacement	\$4,200	2019	6	2025	\$5,015			\$836	\$1,672	\$2,508	\$3,343
Copier replacement	\$1,800	2019	5	2024	\$2,087			\$417	\$835	\$1,252	\$1,670
Fence - rear replacement	\$1,300	2019	10	2029	\$1,747			\$175	\$349	\$524	\$699
PA System replacement	\$2,500	2020	20	2040	\$4,515				\$226	\$452	\$677
Bridgemates 1 replacement	\$5,000	2020	10	2030	\$6,720				\$672	\$1,344	\$2,016
Dishwasher replacement	\$5,000	2020	8	2028	\$6,334				\$792	\$1,584	\$2,375
Chairs replacement	\$21,000	2021	15	2036	\$32,717					\$2,181	\$4,362
Large screen replacement	\$5,200	2022	8	2030	\$6,587						\$823
Card Dealer 1 replacement	\$4,800	2023	6	2029	\$5,731						\$0
Renovate kitchen	\$14,000	2023	15	2038	\$21,812						\$0
Renovate ladies toilets	\$9,000	2023	15	2038	\$14,022						\$0
Repaint Inside & Outside	\$16,000	2023	8	2031	\$20,268						\$0
Funding Target						\$134,954	\$156,785	\$170,245	\$159,695	\$180,673	\$159,914

**Newcastle Bridge Club
Projected Cash Flows for 2018 to
2023**

March 2018

	Proj 2018	Proj 2019	Proj 2020	Proj 2021	Proj 2022	Proj 2023
Projected Profit before Special Expenses	\$13,900	\$10,718	\$12,785	\$11,699	\$10,557	\$9,354
add back Depreciation	\$8,000	\$8,000	\$8,000	\$8,000	\$8,000	\$8,000
Projected cash surplus for year before special expenses	\$21,900	\$18,718	\$20,785	\$19,699	\$18,557	\$17,354
Expected Special Expenses and Replacements of Assets						
Carpet	-\$11,750					
Bridgemates			-\$5,000			-\$3,000
Dishwasher			-\$5,000			
Chairs				-\$21,000		
TV screen					-\$5,200	
Kitchen makeover						-\$14,000
Paint inside & outside						-\$16,000
Ladies toilets update						-\$9,000
Other items, each <\$5,000	-\$1,000	-\$9,800	-\$3,500	-\$1,000	-\$1,000	-\$1,000
Total	-\$12,750	-\$9,800	-\$13,500	-\$22,000	-\$6,200	-\$43,000
Net Funds change for the year	\$9,150	\$8,918	\$7,285	-\$2,301	\$12,357	-\$25,646
Cash at start of year	\$120,000	\$129,150	\$138,068	\$145,353	\$143,052	\$155,409
Cash at end of year	\$129,150	\$138,068	\$145,353	\$143,052	\$155,409	\$129,763

Replacements allowed for at end of 2023

		When Required	Total Required	Amount Provisioned
Major	Air Conditioning	2025	\$25,000	\$22,000
	Carpark surface	2032	\$23,000	\$9,000
	Roof Replacement	2033	\$67,000	\$40,000
All other items taken into account				\$89,000
	Total			\$160,000