



Committee Meeting Agenda

Date/Time of Meeting

Thursday 9th January to start at 1.20pm

Agenda Items:

1 Apologies: V Martin

2 Minutes of previous Committee meeting dated Thursday 12th Dec 2019

3 Correspondence:

- 3.1 NSWBA: NSW Seniors Festival 2020 Grant applicable unsuccessful
- 3.2 Toronto Bridge Club: Club Level Director's Course Sunday 22nd March
- 3.3 Neuroscience Research Australia: Bridge for Brains 2020
- 3.4 NSWBA: Bush Fire Fund Raising
- 3.5 Toronto Bridge Club: Response to our email re HIC 3rd event

4 Carry-over Issues:

- 4.1 2020 CongressJeff
- 4.2 Education: updateJeff/Vincia/Ken
- 4.3 Document ControlJeff
- 4.4 Computer replacementKen/Rosalie
- 4.5 Handicap prize system.....All

5 Financial:

- 5.1 Reports.....Tony

6 New Business:

- 6.1 Growing the Club in 2020Janet
- 6.2 Review Action log.....All

7 Date for the next committee meeting:

Thursday 13th February to commence at 1:20pm



COMMITTEE MEETING MINUTES: 9th January 2020

Location:	Newcastle Bridge Club	Date:	9 th January 2020
Chair:	Jeff Biddlecombe	Time:	1:20pm
Attendees:	Jeff Biddlecombe, Rosalie Broughton, Julie Butel, Caroline Carey, Janet Hill, Ailsa Kearney, Peter Peterson, Tony Wagstaff, Ken Wilks		

AGENDA ITEM (refer to last page for Action log)	
1. WELCOME AND APOLOGIES	Jeff opened the meeting at 1:25pm Apologies: Vincia Martin
2. MINUTES OF PREVIOUS MEETING	Tony moved that the minutes of the last meeting (12/12/2019) be accepted. Rosalie seconded the motion and Jeff signed the minutes as a true record of the meeting.
3. CORRESPONDENCE	<p>3.1. Email from NSWBA advising grant application for 2020 Seniors' Festival was unsuccessful. No further action required.</p> <p>3.2. Email from Toronto Bridge Club re Club level Directors' course on Sunday 22nd March. Flyer has been displayed at the Club. No further action required.</p> <p>3.3. Email from Neuroscience Research Australia advising that Bridge for Brains is on again during 1st week of May. After discussion it was agreed to participate again although our contribution is small. Action required: Ken to register the event.</p> <p>3.4. Emails from NSWBA re Bushfire fund raising – ABF has agreed to waive all masterpoint fees for Clubs that hold fund raising events to support the victims of the recent bushfires. After discussion, it was agreed to do nothing. There are many appeals underway and as for past disaster appeals, our position is that donating to appeals is a personal decision. No further action required.</p> <p>3.5. Hosting of HIC 3rd event: Hawks Nest Bridge Club has agreed to host the event on Sunday 6th September. No further action required.</p>
4. CARRY-OVER ISSUES	<p>4.1. 2020 Congress Jeff will arrange a meeting with Kotara South Primary School as soon as possible.</p> <p>4.2. Education <u>Beginners lessons</u></p> <ul style="list-style-type: none"> To date only 3 people (4 including Caroline's contact) have registered for the lessons scheduled to commence on Monday 3rd Feb. Promotion has been via announcements before bridge sessions, Facebook, our website, and flyers (shopping centres/libraries/rehab centres/the Club). Incentives such as offering the first lesson free were discussed but will not be pursued at this stage. <p>Action: Approach local MP's (e.g. Sonia Hornery, Tim Crakanthorp) re promoting the lessons in their newsletters (Ailsa, Caroline). Email the Beginner Lessons flyer to members asking for their help to spread the word (Julie).</p>

AGENDA ITEM (refer to last page for Action log)

- Caroline has lodged an application with ABF for a grant to advertise Beginner lessons on Facebook.
- A report on the 2019 lessons was tabled after the meeting (attached)

Growing the Club in 2020 (Agenda Item 6.1)

Janet tabled her ideas for ways to attract more players to the Club:

- Amend the wording on the website regarding lessons (homepage and Lessons tab) with the objective of getting people to register their interest in lessons even if the schedule was unsuitable for them. Potential follow up, including on-line lessons and mentors, was discussed.

**Action: Janet to email her words to Ken so that the website can be amended.
Review Joan Butts on-line course via the free 7-day trial (Julie, Ailsa)**

- Rosalie and Janet proposed trialling a “Rookie Row” on Wednesdays which would be restricted to players with less than 20 Masterpoints. It would start and finish at the same time as the current session. The proposal is that the trial would run for 2 months and be abandoned if it failed to attract less than 4 tables.

Action: Rosalie to canvas for stand-by players; trial to commence in the first week of March; Caroline to prepare a catchy flyer to promote the initiative.

Improvement lessons

- Vincia advised that Paul Rooms had confirmed lesson dates starting in March.

Action: Vincia to confirm details so that the lessons can be promoted on the website and to members.

- It was agreed that the full 2020 Lessons schedule be posted on the website.

Action: Vincia to confirm the program so that this can be done

4.3. Document Control

Jeff, Ailsa and Julie to meet and progress on Thursday 23rd Jan.

4.4. Computer Replacement

Rosalie presented the quote received from Leading Edge Computers. Ken is waiting on a quote from his usual provider.

Action: Ken to compare quotes then finalise decision for approval by Tony.

4.5. Handicap Prize System for 3-week events

Ken had reviewed the 3-week events in 2019 and showed the implications of having the cut-off at 50% and 48%. Tony moved that the cut-off be 50% and this was carried unanimously. The change will be implemented for the first 3-week event of 2020 (February Pairs - Monday afternoon and evening commencing 3rd February).

Action: Email regarding the change to be sent to all members (Julie, after approval by Ken)

5. FINANCE

5.1. Reports

Tony tabled his reports and advised that after finding some errors in the budget figures, he had revised the November to June figures where necessary. Reporting will be against the revised figures for the balance of the year. The revision, inclusive of the unbudgeted \$5750 spend on kitchen bench replacement, shows a surplus of \$6654 for the full year.

Revenue from table fees is now close to budget YTD (slightly above) and 7.4% above last year. Expenses for the first half were in line with budget overall and 4.2% higher than last year. Insurance is now due.

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

AGENDA ITEM (refer to last page for Action log)

6. NEW BUSINESS

6.1. Growing the Club in 2020

Covered in Item 4.2

6.2. Promotion of Club Events

Caroline asked if the calendar format promotion of events introduced last year was useful. All agreed that it was so Caroline will start it in February.

6.3. NSWBA's Congress Disciplinary & Ethics Committee

Peter advised that he had been elected to this committee, effective for 3 years. Peter has been on the Committee for the 12 months that it has been running.

6.4. Carpet Cleaning

The carpet will be cleaned on Friday 24th January. The chairs and tables will be moved after the morning Bridge session in readiness. The chairs are not being cleaned.

7. NEXT COMMITTEE MEETING

Thursday 13th February at 1:20pm

8. MEETING CLOSE

Meeting concluded at 3pm

Confirmed to be a true record of the meeting

Signed by Jeff Biddlecombe at Committee meeting 13/2/2020

PLEASE SEE NEXT PAGE FOR ACTION LOG

ACTION LOG

(List items here that may not be included on next meeting agenda)

Category	Action	Due date	Who
Promotion and Publicity	Update procedure for PowerPoint display	After computer is replaced	Caroline
Management Plan	Sub – committee to meet and progress and report back to Committee	Ongoing	Tony / Jeff / Caroline
Education	Finalize lessons for 2020 and publicize on the website	WIP	Jeff / Vincia / Janet
Document Control	Determine next steps	Jan 2020	Jeff / Ailsa / Julie
Friday Graded Pairs	Review for 2021 Program	October 2020	All
Road to Spring Campaign	Determine how to allocate prize money	By May 2020	Tony / Ken
2020 Xmas activities	Review options and implement	First meeting after 2020 AGM	Committee