



Committee Meeting Agenda

Date/Time of Meeting

Thursday 13 February to start at 1.20pm

Agenda Items:

1 Apologies: Caroline Carey

2 Minutes of previous Committee meeting dated Thursday 09 January 2020

3 Correspondence:

3.1 Email from John Stuart re Hunter Interclub TeamsVincia

3.2 Email from H Bridgman re 'Defence vs Suit Contracts' lessons.....All

3.3 Email from Roy Hardy re Friday movementsKen

4 Carry-over Issues:

4.1 2020 CongressJeff

4.2 Education: updateJeff/Vincia/Janet

4.3 Document Control updateJeff

4.4 Computer replacementKen/Rosalie

5 Financial:

5.1 Reports.....Tony

6 New Business:

6.1 Next Newsletter

6.2 Hunter Interclub.....Vincia

7 Date for the next committee meeting:

Thursday 12th March to commence at 1:20pm

COMMITTEE MEETING MINUTES: 13th February 2020

Location:	Newcastle Bridge Club	Date:	13 th February 2020
Chair:	Jeff Biddlecombe	Time:	1:20pm
Attendees:	Jeff Biddlecombe, Rosalie Broughton, Julie Butel, Janet Hill, Ailsa Kearney, Vincia Martin, Peter Peterson, Tony Wagstaff, Ken Wilks		

AGENDA ITEM (refer to last page for Action log)
1. WELCOME AND APOLOGIES

Jeff opened the meeting at 1:20pm
Apologies: Caroline Carey

2. MINUTES OF PREVIOUS MEETING

Tony moved that the minutes of the last meeting (9/01/2020) be accepted. Ken seconded the motion and Jeff signed the minutes as a true record of the meeting.

3. CORRESPONDENCE

- 3.1. *Email from John Stuart re HIC Teams:*** John is approaching all Hunter clubs to see how many are interested in the competition and if so, to nominate a contact person. Vincia is already noted as NBC contact person.
Action: Vincia to acknowledge the email on behalf of NBC.
- 3.2. *Email from H Bridgman requesting "Defence vs Suit contracts" lessons:***
Action: Vincia to respond to Howard, advising that the request has been noted and will be considered for the future
- 3.3. *Email from R Hardy re Friday session movements when there are more than 11 tables:*** The request has been discussed and resolved by Ken and A Charlesworth. An Appendix Mitchell movement will be used when there are 12½ or 13½ tables and so reduce the number of boards in play.
- 3.4. *ABF Marketing Bulletin:*** Peter Cox is conducting marketing workshops around Australia to help clubs grow members. He is seeking clubs who would be willing to host a workshop and invite surrounding clubs. It was agreed that we should get involved.
Action: Rosalie will discuss with Peter Cox in person at the Gold Coast Congress.

4. CARRY-OVER ISSUES
4.1. 2020 Congress

- Jeff advised that he has met with Kotara South Public School and the venue is now officially booked. Our Public Liability Insurance Certificate of Currency is required; we will show this once our next renewal is completed.
- White Lady Funerals has been approached for sponsorship; we are awaiting a decision. Jeff will also check if Paul Lavings will again be involved. Once these details are confirmed, the brochures will be printed and distributed to clubs.

4.2. Education
Beginners lessons

The lessons have commenced. There are 3 tables for the Monday morning session and 2 tables for Thursday night.

AGENDA ITEM (refer to last page for Action log)

Rookie Row (Wednesday morning session)

Details have been posted on the website and members have been emailed via Pianola. The standby players roster has been filled for the duration of the trial. It was agreed that we should have a list at the club for members to write their names on if they intend to participate as it may encourage others to attend. The scorer for the session will need to be able to manage the 2 sessions.

Action: Rosalie to arrange for a 2nd set of boards for each session.

Improvement lessons

The program has been posted on the website and members have been advised via Pianola. Several members have put their name down for Paul Rooms' lessons which are due to commence on Friday, 6th March.

Schools

Jeff is waiting to hear back from Merewether High. The proposal is to include Bridge as a Sports option for Y10 (Chess is already included). There is also an opportunity to include it in a free period timeslot on Fridays for Y11 / 12.

HSPA has not shown any real interest to date.

4.3. Document Control

Work is in progress to clean up folder structure and location of files. The key is not to have more than one copy of a document.

Action: Julie to agree file locations with Ken as the next step.

4.4. Computer Replacement

Decisions have been made and installation will occur 14th February.

5. FINANCE

5.1. Reports

Tony tabled his reports and advised that some adjustments were necessary to the YTD reported figures, due to a duplication of a banking record. The surplus for the seven months to end January 2020 is now only \$130. This is considerably less than budget (\$11921) and last year (\$9572), largely due to kitchen renovations (\$5750). Other differences include:

- Table fees are close to last year but are below budget, partly due to 56 less tables YTD and high attendance for the Christmas party week when no Table fees were charged.
- Membership subscriptions are down versus budget and last year
- Repairs and maintenance are the main higher expense, but in general, expenses are higher than last year and are only partly offset by lower expenses in Social.

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

6. NEW BUSINESS

6.1. Newsletter

The next Newsletter is due early March. Any contributions are required by 21 February. Ideas for inclusion were discussed for follow up. Approval was given to acknowledge Greg Eustace (Finesse Bridge Holidays) and include a link to his website in an article on opening leads.

6.2. Hunter Interclub

Vincia commented that the information regarding HIC on our website is old. Vincia also said that she would like to encourage more involvement by our members in the competition including helping to make up teams.

Action: Attempt to locate the latest results and add the link (Ken); arrange to get the results from the director from hereon for Ken to post as a link (Vincia); liaise with John Stuart on the coordination and organization of the competition (Vincia)

AGENDA ITEM (refer to last page for Action log)

6.3. Tuesday Night Bridge

We need another Director as well as additional scorers.

Action: Ken to check with appropriate people to see if there is any interest

6.4. Cleaning

Rosalie is concerned that special (i.e. irregular) cleaning is not being attended to.

Action: Rosalie to work with Sharron Marton to prepare a list of the special jobs that require attention.

6.5. Country Teams Regional Final

Ken advised that he had received confirmation that our proposal to host the event on Sunday 31st May has been accepted.

7. NEXT COMMITTEE MEETING

Thursday 12th March at 1:20pm

8. MEETING CLOSE

Meeting concluded at 2:20pm

Confirmed to be a true record of the meeting

Signed by Jeff Biddlecombe at March Committee meeting 12/3/2020

PLEASE SEE NEXT PAGE FOR ACTION LOG

ACTION LOG

(List items here that are unlikely to be included on the 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
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