



Committee Meeting Agenda

Location:	Newcastle Bridge Club	Date:	Thursday 14/01/2021
Chair:	Jeff Biddlecombe	Time:	1:20 pm

AGENDA

1. Apologies: No apologies

2. Minutes of previous meeting dated 10 December 2020

3. Correspondence

- 3.1. Development proposal for 37 Graham Rd..... All
- 3.2. Energy Australia: Feed-in tariff reduction All

4. Business arising from correspondence and previous minutes

- 4.1. Roy Hardy lessons – next step Vincia
- 4.2. Clubhouse roof repairs - update Rosalie
- 4.3. Standby players for Wednesday session Vincia
- 4.4. Square POS system Ken

5. New Business

- 5.1. Country Teams, GNOTs, State events Ken
- 5.2. Club Championships Ken
- 5.3. 3-week events..... Ken
- 5.4. 1-day teams Ken
- 5.5. 2021 Program (NB. Congress) Ken

6. Financials

- 6.1. Reports Janet

7. Next Meeting: TBA (NB. Lessons on Thursdays pm from February)

COMMITTEE MEETING MINUTES: 14 January 2021

Location:	Newcastle Bridge Club	Date:	14/01/2021
Chair:	Jeff Biddlecombe	Time:	1:20pm
Attendees:	Jeff Biddlecombe, Rosalie Broughton, Julie Butel, Caroline Carey, Janet Hill, Ailsa Kearney, Vincia Martin, Peter Peterson, Ken Wilks		

AGENDA ITEM	
1. WELCOME AND APOLOGIES	Jeff opened the meeting at 1:20pm. No apologies.
2. MINUTES OF PREVIOUS MEETING (10/12/2020)	Peter moved that the minutes of the last meeting be accepted and Vincia seconded the motion. Jeff then signed the minutes as a true record of the meeting.
3. CORRESPONDENCE	<p>3.1. <i>Development Proposal for 57 Graham Rd:</i> No issues foreseen. Ailsa will check the DA on City of Newcastle's website, but no further action required.</p> <p>3.2. <i>Notification of reduction in feed-in tariffs from Energy Australia:</i> From Jan 1, 2021 tariff will be reduced from 10.5c/kWh to 9.5c/kWh. Action: Janet to phone Energy Australia to see if there is an opportunity to re-negotiate.</p> <p>3.3. <i>Email from Caroline Carey re Newsletter:</i> Caroline believes the Newsletter is more than a 1-person endeavour and is therefore only prepared to continue as part of an editorial committee. This was agreed. Action: Caroline to contact members who might be interested in being part of the committee.</p>
4. BUSINESS ARISING FROM PREVIOUS MINUTES	<p>4.1. <i>Roy Hardy's lessons</i></p> <p>The proposal to hold sessions on 4 Tuesday afternoons was agreed. Roy would prefer if the sessions were not described as lessons as they will be free and informal. Numbers will be limited due to their format as well as COVID restrictions, so pre-registration will be necessary via a form at the front desk. The sessions will be promoted at Bridge sessions, on Facebook and communicated via email to all members.</p> <p>Actions: Vincia to agree maximum attendees with Roy; Caroline to design a registration form; Julie to email members (agree words with Vincia); Caroline to post on Facebook; Jeff to "advertise" at Bridge sessions.</p>

AGENDA ITEM

4.2. Club Roof Repairs

Now complete and no further action is required.

4.3. Standby Players for Wednesday

There are 5 standby players available, a roster has been prepared and is on display.

The question was raised if it is time to re-introduce stand-by players for the sessions where they were previously available. Anecdotally, it seems that there are members who would like to play but don't have a partner.

Action: Ken to contact previous stand-by players as the first step.

4.4. Square POS Payment System / Token Reconciliation

Ken advised that the transaction cost for the Square POS payment system is 1.9%, which, in his view, is too expensive. It was agreed not to pursue it at this time.

However, the issue of token payments not reconciling continues – 20 tokens could not be accounted for this week. It was agreed that more discipline is needed when handling the token sales. A number of options were discussed, and it was agreed to review the Reconciliation Form and Procedure. It was also agreed that a dedicated table (i.e. not a playing table) be used for selling tokens.

Action: Janet and Rosalie agreed to review the Reconciliation Form and procedure.

5. NEW BUSINESS

5.1. Country Teams and GNOTs

An email was received from Ronne Ng re the format and timeframe for Country Teams. The possibility of running the Regional and/or Zonal Final online was flagged, and if holding it later in the year would be an issue. The fact that NBC is not running any on-line events was discussed and that qualifiers may not be interested in the final if it was on-line. It was agreed that we would be prepared to run the Regional Final on a f2f basis and in accordance with the prevailing COVID restrictions at the time.

Action: Ken to contact Ronnie to seek clarification and state our position.

5.2. State Events

Mixed Pairs: The Final is scheduled for 29-30 May. It was proposed that we would run our qualifier on a Sunday in May, provided that the NSWBA Final is run as a f2f event. There would be no prizes, but it was agreed that we would pay the entry fee into the state final for the first 2 qualifying pairs.

State Pairs: The Final is scheduled for 20-21 November. We will run our qualifier as a single event on a Sunday in October. Ditto re prizes.

State and Country Teams: The Final is scheduled for 12-14 November.

AGENDA ITEM

5.3. Club Teams: A stand alone event. Aim to run in July. No prizes.

5.4. 3-week Events: It was previously agreed not to run these in 2021. The decision stands.

5.5. 1-day Teams: After discussion, it was agreed that there is merit in running these for the Tuesday and Thursday sessions to give players the experience of playing in a Teams event; maybe also Monday afternoon. There would be no prizes.

Action: Ken to sound out members to gauge the level of interest

5.6. 2021 Program (including Congress): Ken advised that he has now updated the calendar on our website with red point events, congresses, and other state events. He commented that he is getting questions re a 2021 Program Booklet, mainly for members' contact details.

Action: Ken to email members re the website calendar and how to access members' contact information.

Our Congress has been tentatively scheduled for 18-20 June. It was agreed that the latest cut-off date for a final go/no go decision is April. Jeff advised that the bini shell at Callaghan College (Jesmond) has been bulldozed and a new hall built.

Action: Jeff to contact Callaghan College and Kotara South Primary School when the 2021 school year starts, to discuss the situation.

6. FINANCIALS

6.1. P & L (attached)

Janet tabled the P&L for the 6 months ending December 31. The main point stressed was that even though the net profit of \$9754 is favourable to last year, without significant Government support due to COVID, there would have been a loss of approximately \$5000. With our JobKeeper subsidy not being renewed at the December review, our financial situation will remain tight for some time.

A review of table numbers for December showed an average of 53/week compared with 75/week for the same period last year. The most significant reductions were for Tuesday and Thursday where the cap on numbers was felt most.

Peter moved that the report be accepted; the motion was seconded by Ken.

6.2. ATO Portal Access

Ken advised that he had contacted the ATO to find out what is required to submit our quarterly reports on-line. To gain access to the ATO Portal, an Office Holder needs to be nominated. It was agreed that Ken would be the Office Holder with the opportunity to add an additional person in the future.

AGENDA ITEM
7. MEETING CLOSE: The meeting concluded at 3:00pm
8. NEXT MEETING: If Thursday afternoon lessons eventuate: Wed 10/2 @ 1:45pm Otherwise: Thursday 11/2 @ 1:20pm

Confirmed to be a true record of the meeting

Moved by:	Ken Wilks
Seconded by:	Rosalie Broughton
Signed by:	Vincia Martin <i>[Signature]</i>
Date:	11/2/21

NEWCASTLE BRIDGE CLUB: PROFIT AND LOSS (WITH LAST YEAR): July 2020 - Dec 2020				
	This Year	% of Sales	Last Year	LY % of Sales
INCOME				
Weekend Club Events	\$0.00	0.00%	\$577.00	1.00%
Memberships				
Subscriptions	\$6,195.00	10.50%	\$7,380.00	12.90%
Table Fees				
Monday SP	\$1,050.00	1.80%	\$333.00	0.60%
Monday - Day	\$6,270.00	10.60%	\$5,342.00	9.30%
Monday Evening	\$366.00	0.60%	\$2,392.00	4.20%
Tuesday - Day	\$8,284.00	14.10%	\$10,677.00	18.60%
Tuesday Supervised Play	\$1,666.00	2.80%	\$2,949.00	5.10%
Wednesday	\$3,370.00	5.70%	\$5,176.00	9.00%
Thursday Morning	\$6,510.00	11.00%	\$8,732.00	15.20%
Friday	\$4,112.00	7.00%	\$6,902.00	12.00%
Saturday	\$2,312.00	3.90%	\$5,052.00	8.80%
Total Table Fees	\$33,940.00	57.60%	\$47,555.00	82.90%
Board Dealing	\$0.00	0.00%	\$766.80	1.30%
Donations	\$500.00	0.80%	\$0.00	0.00%
Hall Hire	\$0.00	0.00%	\$320.00	0.60%
Sundry Receipts	\$0.00	0.00%	\$0.01	0.00%
JobKeeper Subsidy	\$18,300.00	31.10%	\$0.00	0.00%
TOTAL INCOME	\$58,935.00	100.00%	\$57,334.81	100.00%
EXPENSES				
Audit Fees	\$440.00	0.70%	\$1,870.00	3.30%
Bank Charges	\$0.00	0.00%	\$50.00	0.10%
Card Dealing	\$40.00	0.10%	\$744.00	1.30%
Cleaning	\$6,503.00	11.00%	\$5,845.00	10.20%
Consumables	\$2,614.72	4.40%	\$2,346.82	4.10%
Insurance	\$11.55	0.00%	\$0.00	0.00%
Printing, Stationery & Postage	\$1,102.11	1.90%	\$2,037.30	3.60%
Prize Money	\$0.00	0.00%	\$3,862.00	6.70%
Refreshments	\$1,159.96	2.00%	\$1,780.27	3.10%
Socials	\$0.00	0.00%	\$1,037.96	1.80%
Subscriptions / Membership	\$0.00	0.00%	\$47.00	0.10%
Congress	\$0.00	0.00%	\$113.09	0.20%
Other Competitions	\$0.00	0.00%	\$2,223.85	3.90%
Employment Expenses				
Office Staff	\$3,536.16	6.00%	\$5,196.61	9.10%
Superannuation	\$311.13	0.50%	\$784.08	1.40%
Non Playing Director	\$4,620.00	7.80%	\$5,460.00	9.50%
JobKeeper Top Up	\$9,455.84	16.00%	\$0.00	0.00%
Fees & Levies				
Affiliation (NSWBA)	\$2,860.00	4.90%	\$3,050.00	5.30%
Capitation (ABF)	\$60.40	0.10%	\$60.20	0.10%
Masterpoints	\$0.00	0.00%	\$1,207.91	2.10%
Repairs & Mtce				
R&M Air Conditioning	\$180.00	0.30%	\$540.00	0.90%
R&M Building	\$15,856.17	26.90%	\$7,831.36	13.70%
R&M Equipment	\$326.72	0.60%	\$382.40	0.70%
R&M Grounds	\$198.00	0.30%	\$36.80	0.10%
Utilities				
Electricity	\$832.12	1.40%	\$1,399.52	2.40%
Rates - Land / Water	\$6,574.84	11.20%	\$6,680.12	11.70%
Telecommunications	\$1,542.99	2.60%	\$635.45	1.10%
Computer Systems				
MYOB AccountRight	\$0.00	0.00%	\$286.40	0.50%
MYOB Essentials	\$60.00	0.10%	\$34.84	0.10%
Web Site	\$110.00	0.20%	\$630.00	1.10%
TOTAL EXPENSES	\$58,395.71	99.10%	\$56,172.98	98.00%
OPERATING PROFIT	\$539.29	0.90%	\$1,161.83	2.00%
Other Income				
Interest Income	\$150.26	0.30%	\$998.98	1.70%
Investment Income	\$2,042.17	3.50%	\$0.00	0.00%
Covid 19 Government Support	\$7,022.00	11.90%	\$0.00	0.00%
Total Other Income	\$9,214.43	15.60%	\$998.98	1.70%
NET PROFIT/LOSS	\$9,753.72	16.50%	\$2,160.81	3.80%