

Committee Meeting Agenda

Location:	Via ZOOM	Date:	Wednesday 6/10/2021
Chair:	Jeff Biddlecombe	Time:	2:00pm via ZOOM
AGENDA			
1. Apologies:			
2. Minutes of previous meeting dated 14 September 2021			
3. Correspondence			
3.1. Email from Kath Chapman re air conditioning			
4. Business arising from correspondence and previous minutes			
4.1. Ventilation plan Ken / all			
4.2. Vaccination status (incl response from Redback) Ken			
4.3. Hunter Bridge Association update Jeff			
4.4. COVID Safety Plan and Procedures – review/update.... Julie/Ailsa/Jeff			
4.5. Date for AGM..... All			
4.6. Sign painting for stand-by players' car parking space... Ken			
4.7. GNOT Regional Final applications Ken			
4.8. Reschedule red point events / 3-week competitions.... Ken			
4.9. Actions arising from dishwasher decision Jeff/Ailsa/Caroline			
5. New Business			
5.1. Date to re-open NBC / extra action required All			
5.2. 2022 Program – action required All			
5.3. Country Teams Zonal Final Ken			
6. Financials			
6.1. Reports Janet			
7. Next Meeting: TBA			

COMMITTEE MEETING MINUTES: OCTOBER 2021

Location:	Online (ZOOM)	Date:	6/10/2021
Chair:	Jeff Biddlecombe	Time:	2:00 pm
Attendees:	Jeff Biddlecombe, Rosalie Broughton, Julie Butel (minute taker), Caroline Carey, Janet Hill, Ailsa Kearney, Vincia Martin, Peter Peterson, Ken Wilks		

AGENDA ITEM
1. WELCOME AND APOLOGIES

Jeff opened the meeting at 2:00 pm. No apologies.

2. MINUTES OF PREVIOUS MEETING (14/09/2021)

Ailsa moved that the minutes of the previous meeting be accepted, and Caroline seconded the motion. Jeff then signed the minutes as a true record of the meeting.

3. CORRESPONDENCE
3.1. Email from K. Chapman re use of air conditioning when Club reopens.

The suggestion of using fresh air rather than air conditioning whenever possible is consistent with what was agreed at the last meeting.

Action: Julie to reply to Kath.

A request was made that any correspondence that will be tabled at the meeting should be circulated prior to the meeting. This usually is the case but had not happened on this occasion. Noted.

4. BUSINESS ARISING FROM PREVIOUS MINUTES
4.1. Ventilation Plan

The plan, as discussed at the last Committee meeting, will be included in the new COVID-19 Safety Plan (ventilation is now a part of the template). Details about the use of the air conditioning system to be included in the email to members. The next service of our system will be done early November, as scheduled.

Action: Julie to include details of the use of air conditioning in the email to members; Ken to arrange the next service visit.

AGENDA ITEM

4.2. Vaccination Status of Members

Ken advised that Redbank had quoted \$200 to make a change to the registration system to link the vaccination status. His advice was that it wasn't worth doing. However, he suggested that it was worth adding a statement on the registration page that all players must be vaccinated and show proof thereof, but that Redbank would have to do it. It was agreed to proceed with this change.

To date, approximately 90 members have emailed their vaccination certificates following the email request to do so. A reminder regarding the vaccination requirement will be included in the next email to members, as well as a statement that if any member has a medical exemption, they need to provide proof as well as a negative COVID test result obtained within 3 days of each visit to the Club (ABF's words). If anyone turns up at the Club without proof of vaccination, they will be sent home.

Action: *Julie to include relevant details in email to members re Club reopening; Ken to get Redbank to make the change as discussed.*

4.3. Hunter Bridge Association Update

Since the last meeting, Jeff has made contact with John McIlrath and provided an account of that discussion – i.e. we are not against the founding of the HBA and have no objection to having our name associated with it. However, while we are not interested in allocating any time to the organization, if specific help is needed, we would consider it.

Action: *No action required at this stage.*

4.4. COVID-19 Safety Plan and Procedures

Julie advised that the template for preparing the Safety Plan has not changed since 11th September, and therefore that we should now update our Plan and register it. Our Procedures would then be revised based on the new Plan, then emailed to members.

Action: *Julie to liaise with Jeff and Ailsa to complete.*

4.5. New Date for AGM

It was agreed to hold the AGM on Saturday 13th November.

Action: *Julie to prepare an agenda for approval by the Committee so that the details can be sent to members in the week commencing 25/10.*

4.6. Sign Painting for Stand-by Players Car Parking Space

Ken has arranged for this to happen, and requested it be done by 11/10.

4.7. GNOT Regional Final Applications

Ken advised that three teams from NBC have nominated. The event will be held on RealBridge on Sunday 17th October.

AGENDA ITEM

4.8. Reschedule Red Point Events / 3-week Competitions

Ken will arrange to reschedule any events that couldn't be run due to the lockdown.

Ken asked if we wanted to run the Club Teams event. After discussion, it was agreed that it is too late in the year to organize it.

4.9. Actions Arising from Dishwasher Decision

Jeff advised that he had spoken to the originator of the request to replace the sanitizer and said that one of the concerns was that some members do not wait for the water to reach the sanitizing temperature (which takes approximately 16 minutes.) Ailsa advised that she is in the process of reviewing and updating the instructions so that they are easy to understand.

Action: Ailsa will put the new instructions on display once completed.

5. NEW BUSINESS

5.1. Re-opening Date for NBC

Now that NSW has passed the 70% double vaccination rate, the Government has announced that restrictions will start to ease from Monday 11th October. Based on this, it was agreed to reopen the NBC from Monday 11th October.

Action: Julie to advise members of the decision by email (including details re vaccination requirement – ref 4.2, and online registration); Caroline to post on Facebook; Ken to update website; COVID Safety Plan and Procedures to be updated (Julie, Jeff, Ailsa); Ken to organize the cleaners for the morning of Monday 11/10.

5.2. 2022 Program

It was agreed at the last Committee meeting not to produce a Program Booklet for 2022. However, we do need to agree dates for competition events, etc. It was agreed that we would apply to run our Congress on the usual weekend in June, and to advise Matthew of this. The 2022 Program will be discussed further at the next Committee meeting.

Action: Include 2022 Program on the next Committee meeting agenda. In the meantime, everyone to give some thought to how we run the main events.

5.3. Country Teams Zonal Final

Ken advised that the NSWBA has asked if we are interested in hosting the Country Teams Zonal Final this year. It was agreed that we are, provided that our price is accepted (same as that quoted for the Regional Final) and that it is run on a single day (Sunday) as a face-to-face event. The event would be restricted to a maximum of 12 tables and all participants would need to be double vaccinated.

Action: Ken to advise Ronnie Ng.

AGENDA ITEM**6. FINANCIALS****6.1. P & L**

Janet advised that there was nothing to report this month, except for a \$272 loss.

Ken advised that we recently received \$12000 from a NSW Government JobSaver grant which he had applied for.

Janet advised that our books for the 2020/2021 FY are now with our accountants and will be ready for our AGM.

Ken reported that Energy Australia has advised that our infeed tariff rate has been reduced from 9.6 c/kWh to 7.6 c/kWh.

7. NEXT MEETING: Wednesday 3/11 @ 1:30pm at NBC**8. MEETING CLOSE: The meeting concluded at 2:55 pm****CONFIRMED TO BE A TRUE RECORD OF THE MEETING**

Moved by:	Rosanne BROUGHTON
Seconded by:	Ken WILKS
Signed by:	J. Broughton
Date:	3-11-21