

Committee Meeting Agenda

Location:	NBC	Date:	Wednesday 3/11/2021
Chair:	Jeff Biddlecombe	Time:	1:30 pm
AGENDA			
1. Apologies: Caroline Carey			
2. Minutes of previous meeting dated 6th October 2021			
3. Correspondence			
3.1. Email from Geoff Stafford re vaccination certificates... Ken			
4. Business arising from correspondence and previous minutes			
4.1. Dishwasher – any reaction? All			
4.2. Country Teams Zonal Final Ken			
4.3. AGM All			
4.4.			
5. New Business			
5.1. Restrictions from Dec 1, including vaccination All			
5.2. 2022 Program All			
5.3. Grievance committee replacement Jeff			
5.4. Christmas week All			
5.5. Fewer boards for some sessions? Vincia			
5.6. 2022 Membership subs All			
5.7. Fire extinguishers Ken			
5.8. Website homepage Ken			
5.9. Link from our newsletter to Hunter Bridge Assoc Caroline			
6. Financials			
6.1. Reports Janet			
7. Next Meeting: TBA			

COMMITTEE MEETING MINUTES: NOVEMBER

Location:	Newcastle Bridge Club	Date:	03/11/2021
Chair:	Jeff Biddlecombe	Time:	1:30 pm
Attendees:	Jeff Biddlecombe, Rosalie Broughton, Julie Butel (minute taker), Janet Hill, Ailsa Kearney, Vincia Martin, Peter Peterson, Ken Wilks		

AGENDA ITEM
1. WELCOME AND APOLOGIES

Jeff opened the meeting at 1:30 pm.

Apology: Caroline Carey

2. MINUTES OF PREVIOUS MEETING (06/10/2021)

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

3. CORRESPONDENCE

- 3.1. Email from Geoff Stafford re the risks associated with holding members' vaccination certificates.** Ken advised that the vaccination certificates and the emails containing them, are deleted once the member's vaccination status has been recorded in Pianola.

Action: No further action required.

- 3.2. Communication from Hunter Bridge:** Julie asked if we need to forward emails from Hunter Bridge re events, etc. to members. It was agreed that rather than sending emails to members, we would post the details on the Club notice board as we do for other events.

Action: Julie to advise John McIlraith and request that all communication be directed to the Club email address.

- 3.3. Suggestion Box:** There was one suggestion in the box, but it was not checked until after the meeting.

Action: Hold over until the December meeting.

4. BUSINESS ARISING FROM PREVIOUS MINUTES
4.1. Dishwasher

Ailsa and Caroline had updated the Dishwasher instructions to make them more user friendly. However, it was reported that it is difficult to get anyone to volunteer to do the cups, and they are often left on the sink. After discussion, it

was agreed that we would remove the ceramic cups and use recyclable cups. If members prefer to bring their own cups they may do so, but any cups left at the Club will be disposed of.

Action: Ailsa to investigate suitable recyclable cups and advise Ken, then pack up the ceramic cups.

4.2. Country Teams Zonal Final

We will not be hosting this event as it is now being held online.

Action: No further action required.

4.3. AGM

After discussion, it was realised that several members are unable to attend due to unforeseen circumstances. It was agreed to push back the meeting by one week until 20/11, and that while this would not avoid all clashes, it would solve some issues. Vincia advised that it she had been told that the BBQ was in poor condition, so it was agreed to have pizzas instead. To date, only four people have registered for the AGM; we agreed to put a form at the front desk.

Action: Julie to advise members by email of the change in date, and to put a registration form at the front desk; Ken to change the date in the Events Calendar.

5. NEW BUSINESS

5.1. Changing COVID rules

From 08 November, the density limit will be changed from 1 person / 4 sq m to 1 person / 2 sq m. This means that we can have 18 tables at Bridge sessions. Further relaxation of rules will apply from Dec 01, but it was agreed that we would retain the requirement to be double vaccinated as a condition of entry.

Action: Ken to advise members of the increased table limit by email and update the events registration details. Julie to update the COVID-19 Safety Plan once the new templates are available. Members to be advised of changes applicable from December once details are known.

5.2. 2022 Program

Competitions for the 2022 Program were discussed and some initial decisions were made:

Club Pairs Championship: Format as for 2020, but with prizes and the inclusion of a restricted section. It will be the qualifier for State Pairs.

Club Teams Championship: Format as for 2020, but with prizes and it will be the qualifier for State/country Teams.

Club Mixed Pairs Championship: We agreed that we would hold this as a one-day event on a Sunday. It will be the qualifier for State Mixed Pairs.

GNOT Qualifying: We will run the Club qualifier as a one-day event on a Sunday.

3-week events: To be allocated to sessions based on the 2019 allocation.

One-day teams: Popular with Tuesday and Thursday sessions so schedule 2 events for each. Level of interest from Monday, Wednesday, Friday players to be investigated.

Program Booklet: If we decide to produce a booklet, it will not be possible to do it before Christmas.

Action / next steps: Ken and Peter to agree on the minimum numbers required for Club Pairs, Club Teams and Mixed Pairs; Janet to have input to the value of prizes; Ken to arrange a meeting to finalise the program once he has the dates for key events from NSWBA.

5.3. Grievance Committee

With the passing of Ken Cruise, after discussion it was agreed that the Grievance Committee would be Peter Peterson, Jeff Biddlecombe and Ailsa Kearney.

Action: No further action required.

5.4. Christmas Week

After discussion, it was agreed to investigate having a Spit Roast on Saturday 18th December for members, instead of the usual cake, etc. during the week.

Action: Vincia and Janet to investigate, including possible suppliers, vegetarian options, minimum numbers required, level of interest by members.

5.5. Fewer Boards for Some Sessions?

Vincia raised the subject as she has had feedback from some members that the pace was too fast and there were too many boards in a session. She asked whether it was feasible to have a session where there were fewer boards particularly for those transitioning from lessons / supervised play but also for those who prefer to play at a more relaxed pace. While the majority of players are happy with the number of boards, it was agreed that the suggestion has merit and that it should be discussed further at another meeting.

Action: Delay the discussion until 2022.

5.6. Membership Subscriptions

It was agreed that there will be no change to the cost of subscriptions for 2022.

Action: Ken to send out the reminder email in the next few weeks.

5.7. Fire Extinguishers

The fire extinguishers are overdue for testing and tagging.

Action: Ken to follow up.

5.8. Website Homepage

Ken recommended that we clean up the homepage and get rid of unnecessary information. At the moment, new posts are on the bottom of

the page and are difficult to see. It was suggested that Caroline could assist with the process. It was agreed that Ken proceed with what he thought was appropriate.

Action: Ken to progress.

5.9. Link between our Newsletter and Hunter Bridge Association.

Due to Caroline's absence, it was agreed to postpone discussion of this matter until the next meeting.

Action: Discuss at December meeting.

6. FINANCIALS

6.1. P & L

Janet presented a P&L for October, commenting that it was not yet finalised because it was too close to the end of the month. At this stage, the financial year to date operating loss is \$1497 but, after adding back the recent Covid-19 government support and the investment income, the net profit is \$15,219.

Janet moved that the report be accepted, and Rosalie seconded the motion.

7. GENERAL BUSINESS

7.1. Token Management

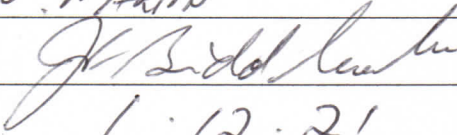
Rosalie expressed concern that there was some inconsistency in the management of token sales, specifically, what documentation was required to redeem tokens that had been paid for by EFT. It was agreed that the instructions on the website are very clear and should be adhered to, irrespective of who is doing it.

<https://newcastlebridge.org/wp-content/uploads/2019/11/Buy-Tokens-by-Direct-Deposit-1.pdf>

8. NEXT MEETING: Wednesday 1/12 @ 1:30pm at NBC

9. MEETING CLOSE: The meeting concluded at 3:00 pm

CONFIRMED TO BE A TRUE RECORD OF THE MEETING

Moved by:	R. BROUGHTON
Seconded by:	V. MARTIN
Signed by:	
Date:	1.12.21

Newcastle Bridge Club

12 Young Road
Broadmeadow 2292

Profit & Loss [With Year to Date]

October 2021

October 2020

	Selected Period	Year to Date	Selected Period	Year to Date
Income				
Subscriptions	\$0.00	\$25.00	\$0.00	\$185.00
Table Fees				
Monday Supervised Play	\$84.00	\$764.00	\$280.00	\$556.00
Monday Afternoon	\$512.00	\$2,000.00	\$1,206.00	\$3,614.00
Monday Evening				\$366.00
Tuesday Morning	\$728.00	\$2,576.00	\$1,470.00	\$4,922.00
Tuesday Afternoon	\$168.00	\$552.00	\$0.00	\$0.00
Tuesday Supervised Play	\$176.00	\$950.00	\$368.00	\$1,064.00
Wednesday	\$320.00	\$1,280.00	\$662.00	\$1,578.00
Thursday Morning	\$728.00	\$2,926.00	\$1,236.00	\$3,714.00
Friday	\$586.00	\$2,022.00	\$744.00	\$2,202.00
Saturday	\$224.00	\$872.00	\$374.00	\$1,510.00
HBA Table Fees	\$92.00	\$102.00	\$0.00	\$0.00
Total Table Fees	\$3,618.00	\$14,044.00	\$6,340.00	\$19,526.00
Donations			\$500.00	\$500.00
Board Dealing	\$28.80	\$202.70		
JobKeeper Subsidy			\$3,000.00	\$13,500.00
Hall Hire	\$20.00	\$80.00		
Lessons	\$0.00	\$120.00		
Total Income	\$3,666.80	\$14,471.70	\$9,840.00	\$33,711.00
Expenses				
Accountant			\$440.00	\$440.00
Card Dealing	\$24.00	\$128.00	\$8.00	\$40.00
Cleaning	\$550.00	\$2,337.50	\$1,375.00	\$4,303.00
Consumables	\$61.34	\$970.76	\$313.88	\$1,582.12
Insurance				\$11.55
Printing, Stationery & Postage	\$14.15	\$76.39	\$0.00	\$276.24
Refreshments	\$16.10	\$188.49	\$53.48	\$643.24
Wages				
Office Staff	\$673.02	\$2,019.08	\$629.60	\$2,014.72
Superannuation	\$252.84	\$252.84	\$311.13	\$311.13
Non Playing Director	\$700.00	\$2,030.00	\$770.00	\$2,870.00
JobKeeper Topup			\$1,375.00	\$7,327.28
Masterpoints	\$0.00	\$192.39	\$0.00	\$0.00
Capitation				\$60.40
Repairs & Mtce				
Air Conditioning				\$180.00
R&M Building	\$0.00	\$5.25	\$1,399.59	\$1,839.59
R&M Equipment	\$73.00	\$73.00	\$296.69	\$326.72
R&M Grounds	\$33.00	\$132.00	\$66.00	\$132.00
Utilities				
Electricity	\$2,712.00	\$3,386.18	\$0.00	\$487.55
Rates - Land / Water	\$0.00	\$3,791.05	\$2,655.00	\$6,080.02
Telecommunications	\$0.00	\$346.48	\$707.99	\$1,032.46
Computer Systems				
MYOB Essentials	\$10.00	\$40.00	\$10.00	\$40.00
Web Site				\$110.00
Total Expenses	\$5,119.45	\$15,969.41	\$9,971.36	\$30,108.02
Operating Profit	(\$1,452.65)	(\$1,497.71)	(\$131.36)	\$3,602.98
Other Income			\$10.00	
Interest Income	\$0.00	\$1.24	\$0.00	\$54.58
Investment Income	\$302.53	\$1,715.53	\$994.48	\$2,042.17
Covid 19 Government Support	\$15,000.00	\$15,000.00	\$3,848.00	\$7,022.00
Total Other Income	\$15,302.53	\$16,716.77	\$4,842.00	\$9,118.75
Net Profit/(Loss)	\$13,849.88	\$15,219.06	\$4,711.00	\$12,721.73