



## **NEWCASTLE BRIDGE CLUB INC.**

### **2021 ANNUAL GENERAL MEETING**

**Notice is hereby given that there will be an Annual General Meeting of The Newcastle Bridge Club Inc. on Saturday, 20th November 2021, commencing at 11:00 am. It will be held at the Newcastle Bridge Club.**

*There will be pizzas after the meeting (before the start of the usual Saturday afternoon Bridge session).*

#### **Agenda Items**

- 1. Apologies**
- 2. Minutes of previous Annual General Meeting dated 14/09/2019**
- 3. Business arising from the 2019 AGM Minutes**
- 4. Treasurer's Report (for 2019/20 and 2020/21)**
- 5. Business arising from the Treasurer's Report**
- 6. Appointment of Lambourne Partners to review the accounts**
- 7. Secretary's Report**
- 8. Business arising from the Secretary's Report**
- 9. President's Report**
- 10. Business arising from the President's Report**
- 11. General Business**
- 12. Election of Office Bearers**
- 13. Next Meeting**
- 14. Close**

**2021 ANNUAL GENERAL MEETING MINUTES**

<b>Location:</b>	THE Newcastle Bridge Club 12 Young Road Broadmeadow NSW	<b>Date:</b>	20/11/2021
<b>Chair:</b>	Jeff Biddlecombe	<b>Time:</b>	11:00 am

**AGENDA**

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## Schedule 1: **ATTENDEES AND APOLOGIES**

### **ATTENDEES - 28**

Jeff Biddlecombe	Giles Martin	David Corney
Peter Goodwin	Cheryl Pletz	Margaret Corney
Diann Miller	Ken Wilks	Bernie Atkins
Janet Hill	Julie Butel	Colleen Wilson
Bernard Adcock	Allan Charlesworth	Norma Keith
Pamela Robinson	Helen Johnson	Jack Fowler
Ailsa Kearney	Peter Peterson	Jenny Fowler
Brigitta Kuegler	Joan Bale	Alison Lea
Margaret Moulston	Vincia Martin	Ian van Altena
Thamo Thiruchelvam		

### **APOLOGIES - 40**

Christine Pont	Jill Achurch	Howard Bridgman
Sandra Morris	Peter Phillis	Mary-Jane Polson
June Boyd	Gillian Cooper	Sue McConnell
Roy Hardy	Michael Seldon	Chris Dibley
Graham Rummey	Peter Stanmore	Pam Dibb
Jan Maddern	Janet Sutherland	Terry Charlton
Jenny Hudson	Rosalie Broughton	Alan Hemmingway
Kevin Wilson	Marise Wilson	Delys Brady
Jan Nicol	Tony Cooke	Joan Wansey
Sue Donahue	Margaret Geddes	Judy Atkins
Peter Wheatley	Alison Torrance	Effie Roach
Patsy Morris	Les Brien	Lorraine Forward
Margaret Pearson	Stewart Roach	Joan Hewson
Joanne Michel		

## AGENDA ITEM

### 1. WELCOME AND APOLOGIES

Jeff welcomed everyone and thanked them for coming.

As a quorum had been reached, the meeting was declared open at 11:00am.

Apologies were received from 40 members (refer to Schedule 1 on the previous page for the list).

### 2. MINUTES OF PREVIOUS AGM DATED 14/9/2019

After confirming that there were no comments regarding the Minutes from the previous AGM, Jeff moved that the minutes be accepted, and Diann Miller seconded the motion. The minutes had previously been signed by Jeff at the committee meeting on 10<sup>th</sup> October 2019.

### 3. BUSINESS ARISING FROM THE 2019 AGM MINUTES

There was no business arising from the 2019 AGM Minutes.

### 4. TREASURER'S REPORT (for 2019/20 and 2020/21) (Janet Hill).

Janet presented the report (copy included at the end of the Minutes), which covered the two financial years ending 30 June 2021 (no AGM in 2020 due to COVID) and advised that detailed financial statements for both years had been prepared by Lambourne Partners and could be accessed on the website.

Janet noted:

- Results had been significantly impacted by the forced closures due to COVID-19
- **Profit:** 2020/21 \$28803; 2019/2020 -\$11457
- **Revenue** 2021/21: \$119,437, an increase of 25% on 2019/20
- **Income** from interest and dividends: \$4938 (up 53% on 2019), due to the decision to move from term deposits to an investment portfolio as agreed at the 2019 AGM
- The Club benefited from **government COVID allowances** of \$21500 during the last two years, as well as JobKeeper payments for the Administration Officer role.
- **Expenses** for 2020/21 were well below pre-COVID levels after deducting the portion of wages covered by JobKeeper. The major level of expenditure was in Repairs and Maintenance (kitchen benchtops, painting, removal of asbestos from the roof void, roof repair); cleaning costs also increased due to COVID requirements. These costs were offset by reductions in competitions, prizes, social events, consumables, and electricity.
- Overall, the balance sheet shows the Club to be in a sound financial position. Janet thanked Tony Wagstaff for his work as Club President and long-time Treasurer.  
Janet recommended that the report be accepted, and this was seconded by Caroline Carey.

### 5. BUSINESS ARISING FROM THE TREASURER'S REPORT

Caroline Carey asked if the Club had sent a letter of appreciation to Tony Wagstaff. Jeff advised that letters, cards, and a gift had been sent.

There was no other business arising from the Treasurer's report.

## **6. APPOINTMENT OF LAMBOURNE PARTNERS TO REVIEW THE ACCOUNTS**

Jeff moved that Lambourne Partners be again appointed to review the Club's financial records. Ken seconded the motion.

## **7. SECRETARY'S REPORT (Julie Butel)**

Julie presented her report for the two years (copy included at the end of the Minutes).

Points covered included:

- The changes that we've all had to make during the last two years due to COVID – online registration, sanitizing, Perspex screens, wearing masks, COVID-19 Safety Plans, and procedures.
- Projects completed during lockdown – roof repair, file clean up and digitization, setting up online registration, etc.
- Acknowledged the efforts of Jeff Biddlecombe to get the Club reopened as soon as possible; Ken Wilks for documentation clean up, online registration, etc.; Caroline Carey for keeping us informed via the Newsletters; the Committee for working together to get the Club ready to reopen, and members for supporting the Club by following the new rules.

Diann Miller moved that the Secretary's report be accepted, and this was seconded by Vincia Martin.

## **8. BUSINESS ARISING FROM THE SECRETARY'S REPORT**

There was no business arising from the Secretary's report.

## **9. PRESIDENT'S REPORT**

Jeff presented his report for the two years (copy included at the end of the Minutes).

The main points:

- COVID-19 caused a number of Club shutdowns, during which there were no Bridge sessions.
- The Committee used the shutdowns to carry out planned work, including repairs to the roof and removal of asbestos, painting the outside of the Club and ceilings, installing window screens, electronic storage of documents, replacement of office and scoring computers, sourcing Perspex screens.
- Before COVID, attempts had been made to encourage young people into Bridge. Two schools were targeted, Merewether High School and Hunter School of Performing Arts. To date, the initiatives have not been successful.
- Jeff thanked the Committee for the work and extra effort during these difficult times, and Tony Wagstaff (ex-Treasurer), who applied for the Government COVID grant and JobKeeper payments prior to his retirement.
- Expressed appreciation to the members who volunteer to help the Club – David Corney (gardening maintenance); Roy Hardy (Tuesday improvement lessons); Chris Dibley (Wednesday improvement sessions and Newsletter contributions); Wayne Morgan (beginners lessons - an important way of getting new members); Jenny Fowler (Newsletter contribution); Caroline Carey (Newsletter production); dealers (G Banauch, G Woods, B Adcock, K Wilks, R Broughton, L Forward); Tuesday night supervisors (K Wilks, J Hill, B Adcock, V Martin, J Halliday, B Olding, J Achurch); standby players.
- Paid respect to those members who had passed away. Particular mention was made of Ken Cruise, a stalwart of the Club and a dealer, Chair of the Grievance Committee, and a respected mentor.

## 10. BUSINESS ARISING FROM THE PRESIDENT'S REPORT

Ken Wilks thanked Jeff Biddlecombe and Julie Butel for keeping on top of COVID Safety Plans.

There was no other business arising from the President's report, so Jeff recommended that the report be accepted. Diann Miller moved that it be accepted, and Alison Lea seconded the motion.

## 11. GENERAL BUSINESS

There were no items of General Business raised.

## 12. ELECTION OF OFFICE BEARERS

Jeff advised that the nominations for the various positions on the committee had been received. As no positions were contested, the following members were duly elected to serve as the next Committee:

<b>President:</b>	Jeff Biddlecombe	<b><u>Ordinary Members</u></b>
<b>Vice President:</b>	Vincia Martin	Rosalie Broughton
<b>Treasurer:</b>	Janet Hill	Caroline Carey
<b>Secretary:</b>	Julie Butel	Ailsa Kearney

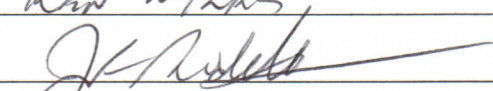
The roles of Masterpoint Secretary and Tournament Director will be confirmed at the first committee meeting. Additional individual responsibilities will also be confirmed at that meeting.

## 13. NEXT MEETING

The date for the next AGM will be left for the incoming Committee to determine.

## 14. MEETING CLOSE: The meeting concluded at 11:30am

## CONFIRMED TO BE A TRUE RECORD OF THE MEETING

<b>Moved by:</b>	PETER PATRASSO
<b>Seconded by:</b>	Ken Wilks
<b>Signed by:</b>	
<b>Date:</b>	12.1.22

Newcastle Bridge Club  
2021AGM  
Treasurer's Report

As there was no AGM last year, this report covers the two financial years ending in June 2021. Detailed financial statements for both periods have been prepared by Lambourne Partners and can be accessed on our website (in the Documents section under Minutes). As we are all aware these results have been significantly impacted by the forced closure of the club and the subsequent Covid 19 effects.

The club financial reports show a profit for 2021 of \$28,803 compared with a loss of \$11,457 in 2020 and a profit of \$13,139 in 2019.

Revenue for the year was \$119,437 up by 25% on the previous year. Table fee receipts have increased to \$87,650 this year but they are still 10% below the pre-Covid level of 2019, despite the increase in table fees. Subscriptions have remained relatively stable at \$10,745 and the income of \$4,938 this year from interest and dividends was up by 53% on the 2019 level. This latter result vindicates the decision made at the last AGM to establish an investment portfolio.

Over the last two years the club has benefited considerably from government cash flow boosts of \$21,500 and we have also received significant government funding for Job Keeper payments to the Administrative Officer.

Expenses for the year of \$113,004 are at a similar level to the last two years but, if we deduct the portion of wages that were covered by Job Keeper, they are well below pre-covid levels. The major item of expenditure over the period was repairs and maintenance. In the 2020 financial year we spent \$16,380, mainly on kitchen benchtops and the painting of the building and, in 2021, \$18,380 was spent primarily on the removal of asbestos and the subsequent repairs to the roof. Obviously, the cost of cleaning has also increased considerably. However, these increases have been offset by falls in expenditure on items such as competitions, prizes, social events, affiliation fees and levies, consumables and electricity.

Our balance sheet shows the club is in a very sound financial position and is well positioned moving into the future as the club returns to more normal operations.

In conclusion I would like to pay tribute to the work of Tony Wagstaff, both as Club President and as our long time Treasurer – we owe him an immense debt of gratitude. I would also like to thank Jeff and his team for their support over the past 18 months and in particular Ken and Julie – their help has been invaluable.

I recommend this report to members.

Janet Hill  
Treasurer  
November 19, 2021

## **Secretary's report for 2021 AGM**

Hello everyone, and welcome to our 2021 AGM.....one of the many events of 2020/21 that got postponed or cancelled.

In past years, I've reflected on the activities and milestones we've shared as members of NBC. But things have been a bit different in the last two years, so this will be short.

The last two years have been more about how we've had to learn to adapt to a new way of living, of getting used to things that we could never have envisaged when we sat here 2 years ago, of showing how resilient we are, of reminding us about how important some things are....like being able to play Bridge when we want to.

We've learned about playing behind Perspex screens, registering online, sanitizing after each round and at the end of the session, bringing our own pen, having chairs up the middle of the kitchen to achieve social distancing, wearing masks, scanning QR codes, and so on. And having to prove we were double vaxed to get into the club.

I think I spent most of my time in lockdown watching the Premier's daily press conferences, reading Public Health Orders, playing Bridge online, revising our COVID Safety Plan (again), and sending emails to you, dear members.....about rules, changing dates, etc. The Committee even joined the world of ZOOM for meetings, as I'm sure a lot of you did to catch up with family and friends that you couldn't visit.

Some of probably found time to get some projects done around the house while you were locked down for all those months. So did the Club. For example, we got the roof void issues rectified. And like maintenance jobs around the home, projects often become bigger than first thought – asbestos was found. Ken got busy scanning documents, cleaning up documentation and computer files, figuring out how online registration could work, cancelling events, rescheduling events, and mysteriously appearing as an observer at the online Bridge table. Jeff worked tirelessly in the background so that we could re-open the Club as soon as possible – visiting the local Police station, speaking to medical experts, arranging Perspex screens. Caroline continued to keep us all informed and amused with Newsletters, Facebook posts and tarting up my boring words in a quirky flyer for the website and Facebook.

Thankfully, with the help of some government support, we've kept our head above water, so we've still got funds in reserve for the inevitable, like the roof fix.

As we head into 2022, I think you will all join me in hoping that life can return to some kind of normal, albeit probably never like it was pre-COVID.

Personally, I'd like to say a big thank you for the way you've adjusted to the new way of doing things and supporting the Club by following the tough rules we've had to put in place. And to Jeff and the other members of the Committee who worked hard to find ways to re-open the Club as soon as it was possible to do so, but in a way that would keep our members safe and our Club compliant with the rules.

Thank you for your attention today, and for your support and words of encouragement throughout the last two years.

Julie Butel

13<sup>th</sup> November 2021

Newcastle Bridge Club

Annual General Meeting 2021

### Presidents Report

Due to the pandemic, this is our first opportunity to hold an AGM since September, 2019. I thank all who have attended for the 2021 AGM.

There had been some unusual happenings brought about by this insidious virus which has resulted in a number of shutdowns where we were not able to play Bridge. We were able to play some Bridge when we were able to open and have the shields up on the tables. Fortunately, at our subsequent start up, we were able to do away with them.

However, during the shutdowns, the Committee was able to carry out planned work and expenditure was spent on the following:

Identified roof repairs

Identified asbestos removal

Painting of club's external

Painting of ceilings

Installation of window fly screens

Transferring of documented records onto an electronic base

Replacement of the office and score computers

12 table dismantlable plastic shields.

As part of our Strategic Plan, we had an action to try encouraging young people into Bridge. With this in mind, we targeted two schools, Merewether High and Hunter School of Performing Arts. At Merewether High, we gave a presentation at the school assembly and left pamphlets with details. The school said if they got enough (24) students interested, they would include it in their sports program. Unfortunately, that was the end of that attempt.

At the other school, we held a demonstration game with the 3 students who responded to our requests. Again, this did not eventuate into anything more. Then COVID came and we have not done anything further.

As President, there are a lot of acknowledgements to go through. Firstly, I would like to thank the committee for the work and extra effort during these trying times. We are lucky enough to have continuation of the same members and into the next year.

It needs to be pointed out that our ex Treasurer, Tony Wagstaff, before his retirement, was able to set the club up for a Government Grant and also a job keeper system. This enabled us to get through without significant hardships. Thanks very much, Tony. His replacement, Janet Hill is carrying on that fine work.

Any club cannot survive well without the input from volunteers and I would like to highlight the following:

David Corney for his gardening maintenance work

Roy Hardy for his Tuesday Improvement lessons

Chris Dibley for his Wednesday improvement sessions (as well as his contributions to the Newsletter)

Wayne Morgan for his lessons which continue to bring in new members to the club

Jenny Fowler for her input into the Newsletter

Caroline Carey for the publishing of our excellent Newsletter

Our dealers Gary Banauch, Graham Woods, Bernie Adcock, Ken Wilks, Rosalie Broughton and Lorraine Forward

Our Tuesday night supervisors Ken Wilks, Janet Hill, Bernie Adcock, Vincia Martin, Judy Halliday, Belinda Olding, Jill Achurch, Peter Goodwin and Wayne Morgan

Our standby players who assist in giving members the opportunity to get that extra game

Unfortunately, we have lost some of our members and, without being disrespectful to the others, I would like to acknowledge Ken Cruise who passed away at the age of 90 after fighting cancer. Ken had been a stalwart of the club with his dealing and being the Chair of the Grievance Committee. I am sure that all will agree that Ken was one of Nature's true gentleman.

I would like to make a special acknowledgement again to our secretary, Julie Butel. Julie has done an admirable job once again, not only in the secretarial duties but filling in for Ken's banking in his absence and generally her devotion to the Club in many unrelated activities. Thanks very much, Julie!

I would like to conclude by wishing everyone a Merry Christmas and Happy New Year for the upcoming festivities.