

Committee Meeting Agenda

Location:	NBC	Date:	Wednesday 13/04/2022
Chair:	Jeff Biddlecombe	Time:	1:40 pm
AGENDA			
1. Apologies:			
2. Minutes of previous meeting dated 09 March 2022			
3. Correspondence			
3.1. Peninsula Bridge Club: Congress 29/30 April			
3.2. Sydney Bridge Centre: Matchpointed Swiss Pairs 18 April			
3.3. Nambucca Valley Bridge Club: Swiss Pairs Congress 11/12 June			
3.4. Hunter Region Bridge: Directors course at Toronto BC 24 April			
3.5. Mollymook Bridge Club: Congress 10/11 September			
3.6. Hunter Region Bridge re Southlakes winning Hunter Interclub			
4. Business arising from correspondence and previous minutes			
4.1. Lessons to support NSWBA advertising campaignJeff			
4.2. Convenor of tournaments changeAll			
4.3. Meeting of Tuesday night supervisorsVincia			
4.4. Windows replacement.....Jeff			
4.5. Adding Janet as signatory to investment accountsJulie			
4.6. NBC CongressJeff			
5. New Business			
5.1. Suggestion box contents.....Vincia			
6. Financials			
6.1. P & LJanet			
6.2. Treasurer's Report.....Janet			
7. General Business			
8. Next Meeting: Wednesday 11 th May at 1:40pm			

COMMITTEE MEETING MINUTES: APRIL 2022

Location:	Newcastle Bridge Club	Date:	13/04/2022
Chair:	Jeff Biddlecombe	Time:	1:40 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 1:40 pm.

No apologies.

2. MINUTES OF PREVIOUS MEETING (9/03/2022)

Vincia 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. Peninsula Bridge Club: Congress 29/30 April. ***No action required.***

3.2. Sydney Bridge Centre: Matchpointed Swiss Pairs 18 April. ***No action required.***

3.3. Nambucca Valley Bridge Club: Swiss Pairs Congress 11/12 June. ***No action required.***

3.4. Hunter Region Bridge: Directors course at Toronto BC 24 April.

The criteria to be accepted into the course was discussed and it was agreed that while anyone can do it, you need to pass the test (difficult) to become a director. ***No action required.***

3.5. Mollymook Bridge Club: Congress 10/11 September. ***No action required.***

3.6. Hunter Region Bridge re Southlakes winning Hunter Interclub. ***No action required.***

AGENDA ITEM

4. BUSINESS ARISING FROM CORRESPONDENCE / PREVIOUS MINUTES

4.1. Lessons to support NSWBA advertising campaign

We have not yet received any enquiries as a result of the advertising. It was commented that not many people have seen it.

Action: No action required at this stage.

4.2. Update of documents relating to convenor of tournaments

Completed. No further action needed.

4.3. Meeting of Tuesday night supervisors

The meeting was held and the areas for focus were agreed.

4.4. Replacement of windows

Jeff advised that a decision has been made not to proceed with aluminium windows, but he has arranged for any broken windows to be fixed. A request was made that the screens be cleaned thoroughly when the work is being done (before the congress).

4.5. Process to add Janet as signatory to investment accounts

Ongoing.

4.6. Newcastle Bridge Club Congress (18/19 June)

Rosalie advised that the cards and wallets are organized as well as the dealers' rosters. Rosalie mentioned that the club needs a good clean before the congress and that the disabled toilet needs attention. Julie and Ailsa agreed to work on the food arrangements, noting that the usual provider of scones will not be available.

5. NEW BUSINESS

5.1. Suggestion box

No suggestions received since the last meeting.

6. FINANCIALS

6.1. P & L

Janet tabled the P & L for the period July 2021 to end March 2022 (see attached). The report shows a profit of \$16,946 year to date, but this is before the capitation expense of \$4,670 (invoice received after month end but dated 31/3/22). As previously commented, the profit would be negligible without the Government support that has been received during the pandemic.

AGENDA ITEM

6.2. Treasurer's report

Janet tabled a summary of the performance of our investments (see attached) and commented that approximately 50% of the funds are held in Government bonds, which will decrease in value as interest rates increase. The current value of our investments plus income received is flat.

Janet plans to have a closer look at the mix once she has access to the Shares Investing Account but is happy to leave things as they are for now.

Funds on hand at 31/03/2022:

Cheque Account	\$52,804
On-line Saver	\$30,134
Investment Account	\$91,231

Janet commented that as interest rates increase, it might be worth transferring some funds from the cheque account into the Savers Account.

Janet also tabled the history of home membership numbers from 2009 to 2022 (see attached). While numbers are below the pre-COVID level, they are still healthy.

Janet moved that the reports be accepted, and Jeff seconded the motion.

7. GENERAL BUSINESS

7.1. Cleaning

Rosalie commented that the cleaners could be doing a better job but acknowledged the cost/benefit equation. The cleaners recently reported that our vacuum cleaner was not working but upon inspection, it was evident that it had not been emptied for a considerable amount of time.

Action: Ken plans to discuss with the owner

7.2. Catering for events

With the lifting of COVID restrictions, members who participated in the recent Mixed Pairs championship, appreciated the food and drinks provided at the end of play. It was agreed that we would continue to do this, as well as to reinstate the monthly socials that we had in the past.

Julie and Ailsa agreed to investigate food options for after the Club Teams championship on 1st May.

7.3. Water Cooler

Vincia advised that we are waiting on a new thermostat for the water cooler. The issues with the hot water seem to have been resolved and were probably due to work on pipes in the area.

AGENDA ITEM

7.4. Recycling / sorting rubbish

It was agreed that more effort is needed to get members to properly sort rubbish, especially items that can be recycled. Members generally want to do the right thing but are confused about what goes where. The best way seems to be for someone to be present at the bins at the end of the session to give guidance. Caroline agreed to prepare some simple posters for the notice board to highlight the main mistakes (wipes, biscuit wrappers, coffee cups).

8. NEXT MEETING:

Wednesday 11/05/2022 @ 1:40pm at NBC

9. MEETING CLOSE:

The meeting concluded at 2:30 pm

CONFIRMED TO BE A TRUE RECORD OF THE MEETING

Moved by:	K WILKES
Seconded by:	J Hill
Signed by:	J F Bollen
Date:	11.5.22

Newcastle Bridge Club

Financials

Profit and Loss

July 2021 To March 2022

	This Year	Last Year	Mar-22
Income			
Subscriptions	\$9,650.00	\$10,015.00	\$860.00
Monday Supervised Play	\$1,520.00	\$2,182.00	\$56.00
Monday Afternoon	\$7,848.00	\$10,470.00	\$1,118.00
Monday Evening	\$0.00	\$366.00	\$0.00
Tuesday Morning	\$11,670.00	\$14,834.00	\$1,724.00
Tuesday Afternoon	\$552.00	\$0.00	\$0.00
Tuesday Supervised Play	\$3,690.00	\$2,752.00	\$570.00
Wednesday	\$4,246.00	\$6,682.00	\$694.00
Thursday Morning	\$9,542.00	\$11,524.00	\$1,370.00
Friday	\$6,558.00	\$7,468.00	\$840.00
Saturday	\$3,208.00	\$4,146.00	\$500.00
HBA Table Fees	\$170.00	\$0.00	\$0.00
Total Table Fees	\$49,004.00	\$60,424.00	\$6,872.00
Board Dealing	\$807.50	\$93.60	\$144.00
Donations	\$0.00	\$500.00	\$0.00
Hall Hire	\$175.00	\$80.00	\$25.00
Lessons	\$120.00	\$0.00	\$0.00
JobKeeper Subsidy	\$0.00	\$21,900.00	\$0.00
Total Income	\$59,756.50	\$93,012.60	\$7,901.00
Expenses			
Accounting Fees	\$2,200.00	\$3,190.00	\$0.00
Card Dealing	\$512.00	\$152.00	\$104.00
Cleaning	\$8,387.50	\$9,940.50	\$1,100.00
Consumables	\$3,708.40	\$3,814.97	\$569.01
Insurance	\$3,120.00	\$3,055.55	\$0.00
Printing, Stationery & Postage	\$1,628.34	\$1,602.11	\$408.67
Prize Money	\$2,763.98	\$0.00	\$736.00
Refreshments	\$1,168.32	\$1,894.15	\$269.41
Socials	\$562.30	\$0.00	\$0.00
Subscriptions / Membership	\$133.00	\$129.00	\$0.00
Other Competitions	\$620.00	\$180.00	\$0.00
Office Staff	\$6,730.90	\$5,970.47	\$1,214.73
Superannuation	\$823.01	\$1,227.87	\$0.00
Non Playing Director	\$6,580.00	\$7,140.00	\$1,190.00
JobKeeper Top Up	\$0.00	\$9,455.84	\$0.00
Affiliation (NSWBA)	\$2,850.00	\$5,512.05	\$0.00
Capitation (ABF)*	\$0.00	\$60.40	\$0.00
Masterpoints*	\$780.13	\$1,324.22	\$0.00
R&M Air Conditioning	\$913.40	\$360.00	\$180.00
R&M Building	\$452.83	\$15,953.46	\$208.58
R&M Equipment	\$248.00	\$1,016.53	\$10.00
R&M Grounds	\$1,071.31	\$264.00	\$33.00
Electricity	\$1,417.18	\$1,457.18	\$540.97
Rates - Land / Water	\$10,020.40	\$9,675.68	\$427.19
Telecommunications	\$2,416.91	\$1,874.62	\$115.78
Events Calendar	\$154.00	\$0.00	\$0.00
Microsoft 365	\$129.00	\$0.00	\$129.00
MYOB Essentials	\$89.99	\$90.00	\$10.00
Pianola	\$600.00	\$600.00	\$0.00
Web Site	\$247.50	\$110.00	\$0.00
Total Expenses	\$60,328.40	\$86,050.60	\$7,246.34
Operating Profit	(\$571.90)	\$6,962.00	\$654.66
Interest Income	\$5.08	\$154.19	\$0.00
Investment Income	\$2,013.35	\$3,148.73	\$0.00
Covid 19 Government Support	\$15,500.00	\$7,022.00	\$500.00
Total Other Income	\$17,518.43	\$10,324.92	\$500.00
Net Profit/(Loss)	\$16,946.53	\$17,286.92	\$1,154.66

*Does not include a \$4,670.55 invoice for capitation fees and masterpoints dated 31st March but just received.

Funds on Hand 31st March 2022

ANZ Cheque Account	\$52,804
ANZ Savers Account	\$30,134

Invested funds	Cost (Dec 2020)	Market value(03/04/2022)
IAF – IShares Composite Bond ETF	\$24,787	\$22,338
VAP – Vanguard Australian Property ETF	\$10,186	\$10,091
VDCO – Vanguard Divers Conserv ETF	\$40,022	\$36,864
VDCO – Vanguard Australian Gov Bonds	<u>\$24,928</u>	<u>\$21,938</u>
-	<u>\$99,923</u>	<u>\$91,231</u>

Investment Income

2019-20 (Dec-Jun)	\$949
2020-21(Jul-Jun)	\$4781
2021-22(Jul-Mar)	<u>\$2013</u>
	<u>\$7743</u>

**Home Membership Numbers as at
30th April each year**

Year	Home Members
2009	212
2010	226
2011	225
2012	230
2013	236
2014	244
2015	228
2016	246
2017	294
2018	284
2019	290
2020	283
2021	267
2022	267