

Committee Meeting Agenda

Location:	NBC	Date:	Wednesday 14/09/2022
Chair:	Jeff Biddlecombe	Time:	1:40 pm
AGENDA			
1. Apologies: Caroline Carey			
2. Minutes of previous meeting dated 17th August 2022			
3. Correspondence			
3.1.	Change in dealers	Rosalie	
3.2.	Update required for events calendar	Ken	
3.3.	EPA re ban on certain single-use plastic from 1 st Nov.....	Julie	
3.4.	NSWBA re Sydney Spring Nationals		
3.5.	NSWBA re Online Pairs League		
3.6.	NSWBA re 2022 State Novice / Restricted Teams		
4. Business arising from correspondence and previous minutes			
4.1.	Lessons – beginners; Ken’s card play	All	
4.2.	Office printer update	Ken	
4.3.	NBC Congress: TBIB payment?	Ken	
4.4.	EFTPOS payment for tokens.....	Vincia/Rosalie	
4.5.	AGM	All	
4.6.	Biscuit trial.....	Caroline	
4.7.	Tablecloth laundering	Rosalie	
4.8.	Club Pairs.....	Ken	
5. New Business			
5.1.	Suggestion box contents.....	Vincia	
5.2.	Standby player for Saturday	Vincia	
5.3.	Coffee cups (recycling)	Julie	
5.4.	NBC Public Officer.....	Janet	
6. Financials			
6.1.	P & L	Janet	
6.2.	Treasurer’s Report	Janet	
7. General Business			
8. Next Meeting: Wednesday 12 th October at 1:40pm			

COMMITTEE MEETING MINUTES: SEPTEMBER 2022

Location:	Newcastle Bridge Club	Date:	14/09/2022
Chair:	Jeff Biddlecombe	Time:	1:40 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 1:40 pm.

Apologies: Caroline Carey.

2. MINUTES OF PREVIOUS MEETING (17/08/2022)

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

3. CORRESPONDENCE
3.1. Change in dealers:

Rosalie advised that Lorraine Forward has decided to take a break from dealing and that Christo Moskovsky has kindly agreed to join the team. Lorraine's many years of dealing is very much appreciated.

3.2. Update required for our events calendar

The appearance of our Events Calendar has changed due to a new release of the calendar making it incompatible with our site. Updates are required to resolve the issue. The cost for the updates is approximately \$600, which has been approved by the committee. The fix is due for implantation this week.

3.3. EPA: Ban on certain single-use plastics from 1st November

EPA has advised that the supply of some single-serve items (cutlery, plates and bowls, straws, PS bowls, cups) will be banned in NSW from 1 November 2022. The ban includes items made from biodegradables, compostable

AGENDA ITEM

plastics, and bioplastics. The ban applies to businesses and community organizations and applies whether a fee is charged, or the item is supplied free.

3.4. NSWBA: Sydney Spring Nationals

The event is being held 19 – 28 October at Canterbury Park Racecourse. The flyer has been put on display at the club.

3.5. NSWBA: Online Pairs League

The event is being held for 8 weeks from 6th October to 24th November. The details are on display at the club for anyone who is interested in participating.

3.6. NSWBA: 2022 State Novice and Restricted Pairs

The event is being held 12 – 13 November in Wollongong. The flyer has been put on display at the club.

4. BUSINESS ARISING FROM CORRESPONDENCE / PREVIOUS MINUTES

4.1. Lessons:

- **Beginners:** The next course will commence late February 2023 (Jeff)
- **Intermediate (strong, weak 2s, pre-empts):** Janet and Jeff will discuss and implement
- **Card play:** Good attendances at Ken's lessons on NT card play. The final lesson will be held Thursday 22/9 (afternoon and evening). Lessons on card play for suit contracts will be held in November.

Ken also advised that he is considering running some lessons on slam bidding at some stage in the future.

4.2. Office printer upgrade

The printer has been purchased and is now installed and operating.

4.3. TBIB payment for 2022 Congress sponsorship

Payment has now been received.

4.4. AGM

The AGM for the year ending 30/06/2022 will be held at Newcastle Bridge Club on Saturday 19th November at 11:00am. There will be pizzas after the meeting (before the regular Saturday afternoon bridge session).

Actions required:

- **Prepare a new poster with details of the date and time for display at the club (Caroline)**

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- ***Issue a notice, including the agenda, and circulate to all members four weeks prior to the AGM (Julie). The notice will include a copy of the Financial Statements for the year ending 30/06/2022.***

4.5. EFTPOS payment for tokens

After the last meeting, Rosalie circulated a document re fees applicable for credit card facilities:

- ***Monthly machine rental: \$34.95/month***
- ***Credit card merchant service fee: 1.25%/transaction***
- ***Debit card merchant service fee: 0.23c/transaction***

Action: No further action required at this time.

4.6. Biscuit Trial

Not discussed. Carry over until the October meeting.

4.7. Tablecloth laundering

A roster has been prepared for the tablecloths to be laundered each month. Rosalie, Ailsa, Julie and Caroline are currently on the roster.

4.8. Club Pairs Championship

The event will be held on Sunday 18th September. There are currently 13 pairs registered. Peter commented that the regulations state that if there is an odd number of pairs, that the last pair that registered can de-registered. While this is sensible for a Mitchell movement, Peter advised that this is not necessary for a full Howell movement.

There is no shut off date for the event.

Action agreed:

Ailsa and Julie to arrange food and drinks for the end of the day; Vincia will purchase food for the start of the day for Rosalie to assemble and serve. Ken will organize the prize money envelopes.

5. NEW BUSINESS

5.1. Suggestion box

No suggestions received since the last meeting.

5.2. Standby player for Saturday session

Vincia tabled that she believes having a standby player available for the Saturday session would be beneficial.

Action: Vincia to prepare an email for circulation to members asking for volunteers.

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5.3. Coffee cups (recycling)

All disposable cups supplied by NBC are now recyclable. Caroline has prepared a new poster which is now on display at the club. This does not apply to disposable cups brought to the club by members – these are currently mostly non-recyclable.

5.4. NBC Public Officer

Janet raised the subject of the role of Public Officer, suggesting that it may be appropriate to make a change.

Action: Circulate information re the role of Public Officer to the committee prior to the next meeting so that an action plan can be agreed (Julie)

6. FINANCIALS

6.1. Financial Statements for FY2021/2022

Janet advised that the Financial Statements for the year ending 30/06/2022 are now available. It was agreed to include a copy with the notice of the AGM.

There was also a declaration that needed to be signed by two members of the committee and returned to Lambourne Partners.

Action: Janet to arrange.

6.2. P & L

Janet circulated the Profit and Loss Report, which showed a net profit for the financial year to date of \$2,331. This compares favourably with last year, but it should be noted that the club was in lockdown from 5th August last year.

There were no major additional expenses this month and table numbers have increased to approximately 60 per week, so table fees and total income have increased. The net profit for the month was \$2,750.

Funds on hand at 31/08/2022:

Cheque Account	\$56,411
On-line Saver	\$30,146
Investment Account	\$86,635

Ailsa moved that the report be accepted, and Ken seconded the motion.

7. GENERAL BUSINESS

No items of general business were raised.

AGENDA ITEM
8. <u>NEXT MEETING:</u> Wednesday 12/10/2022 @ 1:40pm at NBC
9. <u>MEETING CLOSE:</u> The meeting concluded 2:40 pm

CONFIRMED TO BE A TRUE RECORD OF THE MEETING

Moved by:	Ailsa Kearney
Seconded by:	Peter Peterson
Signed by:	J. B. Ballew
Date:	12-10-22

Newcastle Bridge Club12 Young Road
Broadmeadow 2292**Profit & Loss**

YTD ending 31 August 2022

	YTD 2022	YTD 2021
Income		
Weekend Club Events	\$214.00	\$0.00
Subscriptions	\$260.00	\$0.00
Monday Supervised Play	\$738.00	\$680.00
Monday Afternoon	\$2,026.00	\$1,488.00
Tuesday Morning	\$3,966.00	\$1,848.00
Tuesday Afternoon	\$0.00	\$384.00
Tuesday Supervised Play	\$1,456.00	\$774.00
Wednesday	\$1,338.00	\$960.00
Thursday Morning	\$2,830.00	\$2,198.00
Friday	\$1,880.00	\$1,436.00
Saturday	\$1,158.00	\$648.00
Total Table Fees	\$15,392.00	\$10,416.00
Board Dealing	\$451.20	\$173.90
Hall Hire	\$0.00	\$60.00
Lessons	\$0.00	\$120.00
Total Income	\$16,317.20	\$10,769.90
Expenses		
Card Dealing	\$152.00	\$104.00
Cleaning	\$2,475.00	\$1,787.50
Consumables	\$553.58	\$909.42
Printing, Stationery & Postage	\$1,247.27	\$53.48
Prize Money	\$416.00	\$0.00
Refreshments	\$740.47	\$172.39
Competitions	\$143.35	\$0.00
Office Staff	\$1,534.37	\$1,198.31
Non Playing Director	\$1,960.00	\$1,330.00
Masterpoints	\$43.01	\$0.00
R&M Air Conditioning	\$180.00	\$0.00
R&M Building	\$135.00	\$5.25
R&M Equipment	\$320.00	\$0.00
R&M Grounds	\$33.00	\$66.00
Electricity	\$710.09	\$674.18
Rates - Land / Water	\$3,641.50	\$3,791.05
Telecommunications	\$238.54	\$238.86
MYOB Essentials	\$20.00	\$20.00
Total Expenses	\$14,543.18	\$10,350.44
Operating Profit	\$1,774.02	\$419.46
Interest Income	\$10.49	\$2.56
Investment Income	\$546.92	\$1,413.00
Total Other Income	\$557.41	\$1,415.56
Net Profit/(Loss)	\$2,331.43	\$1,835.02