

2022 ANNUAL GENERAL MEETING MINUTES

Location:	THE Newcastle Bridge Club 12 Young Road Broadmeadow NSW	Date:	19/11/2022
Chair:	Jeff Biddlecombe	Time:	11:30 am

AGENDA

1. Apologies
2. Minutes of previous Annual General Meeting dated 20/11/2021
3. Business arising from the 2021 AGM Minutes
4. President's Report
5. Business arising from the President's Report
6. Treasurer's Report for FY ending 30/06/2022
7. Business arising from the Treasurer's Report
8. Appointment of Lambourne Partners to review the accounts
9. General Business
10. Election of Office Bearers
11. Next Meeting
12. Close

Schedule 1: ATTENDEES AND APOLOGIES

ATTENDEES - 36

Ken Wilks	Rosalie Broughton	Gabriel Felkai
Jeff Biddlecombe	Roy Hardy	Prue Haydon
Diann Miller	Fay Larkin	Lee Roberts-Thomson
Stewart Roach	Vincia Martin	Craig Roberts-Thomson
Peter Goodwin	Giles Martin	Lorraine Forward
Bernie Adcock	Les Brien	Allan Charlesworth
Janet Hill	Bernie Atkins	Caroline Carey
Graham Rummey	Cynthia Roberts	Cheryl Pletz
Ailsa Kearney	Margaret Moulston	Libby Haydon
Julie Butel	Ian van Altena	Margaret Vale
Peter Peterson	Pamela Robinson	Colleen Wilson
Kay Rich	Alison Lea	Norma Keith

APOLOGIES - 19

Delys Brady	David Corney
Alison Torrance	Margaret Corney
Michael Seldon	Effie Roach
Chris Dibley	Philip Robinson
Joan Wansey	Anne Robinson
Pamela Dibb	Angela Jeffs
Ian Walker	Jill Achurch
Sue McConnell	Jan Rowan
David Chapman	Elizabeth Legovich
Kath Chapman	

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1. WELCOME AND APOLOGIES

Jeff welcomed everyone and thanked them for coming to the AGM.

As a quorum had been reached, the meeting was declared open at 11:30am.

Apologies were received from 19 members (refer to Schedule 1 on the previous page for the list).

2. MINUTES OF PREVIOUS AGM DATED 20/11/2021

Jeff Biddlecombe asked if there were any regarding the Minutes from the previous AGM. As there were none, Ailsa Kearney moved that the Minutes be accepted, and Vincia Martin seconded the motion. The Minutes had previously been signed by Jeff Biddlecombe at the Committee meeting on 12th January 2022, subject to approval by members at the next AGM.

3. BUSINESS ARISING FROM THE 2021 AGM MINUTES

There was no business arising from the 2021 AGM Minutes.

4. PRESIDENT'S REPORT (Jeff Biddlecombe)

Jeff thanked everyone for coming to the AGM, then proceeded to give his report for the year (copy included at the end of the Minutes).

Key points covered were as follows:

- Even though the restrictions relating to COVID have been relaxed, Jeff emphasized that the Club needs everyone to follow the wellness program as outlined in the posters that are on display at the Club.
- Jeff thanked the Committee for their work and extra efforts throughout the COVID pandemic. Jeff thanked Janet Hill (the outgoing Treasurer) for stepping in to fill the role due to the untimely retirement of Tony Wagstaff. Janet is also retiring from the Committee, but Jeff hopes she will still be available for advice.
- Jeff expressed appreciation to the members who volunteer to help the Club, including:
 - David Corney (gardening maintenance)
 - Chris Dibley (Wednesday improvement lessons)
 - Dealers (Gary Banauch, Graham Woods, Bernie Adcock, Ken Wilks, Rosalie Broughton, Ian van Altena and Christo Moskovsky).
 - Tuesday night supervisors and helpers (Ken Wilks, Janet Hill, Bernie Adcock, Vincia Martin, Judy Halliday, Rodney Bell, Jill Achurch, Peter Goodwin, Neil Best and Greg Archbold).
 - Standby players
 - Scorers and playing Directors
- Jeff gave a special acknowledgement to Wayne Morgan who has given lessons for more than 13 years and in doing so, has brought in many new members.

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Unfortunately, Wayne is unable to continue this work and has retired, but lessons will go on with the next lot of new sessions commencing in February 2023.

- Jeff congratulated those members who had represented Newcastle Bridge Club in various tournaments throughout the year.
- Jeff concluded by wishing everyone a happy time during the festive season.

5. BUSINESS ARISING FROM THE PRESIDENT'S REPORT

Jeff asked if there were any issues arising from his report.

Lorraine Forward stood up and thanked Jeff for his hard work and dedication, and all those present responded with a round of applause.

As there was no other business arising from the President's report, Jeff recommended that the report be accepted. Diann Miller moved that it be accepted, and Ken Wilks seconded the motion.

6. TREASURER'S REPORT for FY ending 30/06/2022 (Janet Hill).

Janet presented her report (copy included at the end of the Minutes) and advised that the detailed financial statement for the year, that had been made available to members, had been prepared by Lambourne Partners. The report can be accessed on the website.

The key points covered in Janet's report were as follows:

- The Club's operations over the last three years had been significantly impacted by COVID, making comparisons with previous years difficult.
- The **gross income** for the year was \$110,538. **Table fees** of \$70,222 were considerably less than the pre-COVID figures (2019) of \$98,042 despite a \$2 increase in Table Fees.
- **Membership Fees** (\$10,215) have declined slightly since last year and are currently 12% less than in 2019.
- **Dividends** from investments (\$2,439) were half those received last year.
- The Club received \$16,000 in **Government cash incentives** as part of the Job Saver Program, and a \$500 state grant.
- **Expenses** for the year were \$99,010 (21% for employment, 32% for occupancy, 40% for administration). There were no major one-off expenses.
- **Profit** for the year was \$11,528 but this includes the \$16,500 COVID payments.
- The **balance sheet** is healthy, with \$81,600 in bank accounts and \$85,751 in investments. However, going forward the future is uncertain with **table numbers** averaging 57/week compared with 82/week pre-COVID, and COVID persists.
- The **Club house** is an old building so maintenance issues often arise, and costs are increasing. For example, chairs will need to be replaced at some stage in the future at a cost of over \$30,000.
- Janet expressed her opinion that investment accounts may not be the best option for the Club given the relatively small sum available combined with the

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uncertainties of the markets, and that perhaps term deposits may be a lower risk option for the future.

Janet concluded by thanking the Committee for its support and thanked Les Brien for taking over the role of Treasurer.

As there were no objections to her report, Janet moved that it be accepted, Les Brien seconded the motion and there was unanimous support.

7. BUSINESS ARISING FROM THE TREASURER'S REPORT

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

8. APPOINTMENT OF LAMBOURNE PARTNERS TO REVIEW THE ACCOUNTS

Janet moved that Lambourne Partners appointment as accountants to the Club continue and that in this role they would continue to prepare the Financial Statements and advise on regulatory matters. However, based on the advice of the accountant at Lambourne, Janet moved that it was not necessary for Lambourne to conduct a review of the accounts as they have done in the past. Les Brien seconded the motion and as there were no objections, the motion was carried.

9. GENERAL BUSINESS

Jeff Biddlecombe then asked members if there were any other matters of general business to discuss. Questions raised were as follows:

- **Why do the chairs need to be replaced?**

Jeff commented that there some sharp bits poking through on some chairs, and some were badly stained. Cleaning, while possible, has been done in the past but is difficult to arrange as not all chairs can be done at the same time. Janet commented that the replacement of chairs was given as an example of the kind of one-off major expenses that will be incurred in the future. The comment from some members was that they don't believe the chairs need replacing at the present time.

- **Will the hand sanitizing regime remain?**

Jeff responded that hand sanitizers will remain at the tables as well as at the entry, near the entrance to the toilets at the back of the Club and in the kitchen. COVID aside, hand sanitizing is a good practice given the nature of Bridge. There were some comments made about the quality of the sanitizer in the bottles at tables. Jeff commented that when the current stock of donated product is depleted, a suitable alternative will be sought.

- **Why doesn't the Club offer EFTPOS facilities?**

Janet Hill responded that the matter had been considered many times by the Committee and recommended that members read the Minutes of Committee meetings.

Janet asked Rosalie Broughton to detail to the meeting the reasons for not proceeding with EFTPOS. In short, the rationale for not offering EFTPOS facilities at the present time is that the costs are significant (rent of the machine, cost per transaction) which would need to be passed on to either the user or every

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member. Moreover, the added burden of responsibility to volunteer token sellers would be considerable. Given that there are three methods currently available for payment (cash, EFT or cheque), the Committee had decided not to offer EFTPOS at this time.

- **Newsletters – why no more?**

Jeff Biddlecombe responded by thanking Caroline Carey for her great work in the past and explained that Caroline had decided it was time to take a break from them. Julie Butel commented that while Caroline's decision had been respected, Caroline had agreed to do a Newsletter occasionally.

- **Why no Secretary's Report?**

Graham Rummey (previous Secretary) asked why there was no Secretary's Report at this AGM. Julie Butel responded that while it had been a feature of past AGMs that it was an unusual inclusion in AGMs. Julie took the opportunity to encourage *members to read the Minutes of Committee meetings which were available on the notice board as well as on the website.*

10. 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:

President:	Jeff Biddlecombe	<u>Ordinary Members</u>
Vice President:	Vincia Martin	Rosalie Broughton
Treasurer:	Les Brien	Caroline Carey
Secretary:	Julie Butel	Ailsa Kearney
		Angela Jeffs

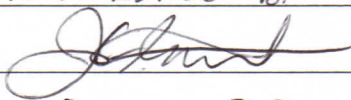
The roles of Masterpoint Secretary and Tournament Director will be confirmed at the first committee meeting.

11. NEXT MEETING

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

12. MEETING CLOSE: The meeting concluded at 12:00

CONFIRMED TO BE A TRUE RECORD OF THE MEETING

Moved by:	R. Broughton
Seconded by:	J Biddlecombe
Signed by:	
Date:	13-12-22

Newcastle Bridge Club

Annual General Meeting 2022

Presidents Report

Thanks to everybody for turning up to our 2022 AGM.

With the relaxing Government and Health Department COVID rules, our Club is now nearly back to pre-COVID days. However, we do insist on our wellness program, as identified in posters around the Club, to be adhered to, especially the requirement NOT to come to a session if you are feeling unwell.

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 had a continuation of the same members from last year.

We are losing our Treasurer, Janet Hill, who filled in admirably due to unfortunate retirement of Tony Wagstaff. Janet, you have done a great job and we are very grateful. Janet is also retiring from the Committee but, no doubt, she will be always available for advice. Well done, Janet

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

David Corney for his gardening maintenance work

Chris Dibley for his Wednesday improvement lessons

Our dealers Gary Banauch, Graham Woods, Bernie Adcock, Ken Wilks, Rosalie Broughton, Ian Van Altena and Christo Moskovsky.

Our Tuesday night supervisors and helpers, Ken Wilks, Janet Hill, Bernie Adcock, Vincia Martin, Judy Halliday, Rodney Bell. Jill Achurch, Peter Goodwin, Neil Best and Greg Archbold

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

Our Scorers and playing Directors

I would like to make a special acknowledgement to Wayne Morgan. Wayne has been giving lessons for over 13 years and has brought in many new members. Unfortunately, Wayne can no longer do this work and has retired from it. Thanks for all the effort over the years, Wayne and there are many who are grateful that you got them into our great game of Bridge

Lessons will still go on and new sessions are scheduled for Thursday 16th February. If you know of anybody who is keen to learn Bridge, please encourage them.

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!

The Club has a lot of success in various tournaments and our top players have done very well and have maintained the strong reputation the Newcastle Bridge Club has. Well done to all those members.

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

Newcastle Bridge Club
2022 Annual General Meeting
Treasurer's Report

The club's operations over the last three years have been significantly impacted by the presence of COVID. We were shut for 9 weeks in the 2022 financial year compared with 2 weeks the previous year so it is not possible to make valid comparisons between the two years.

This year's financial accounts show a gross income of \$110,538.

- Table Fees were \$70,222. This is considerably less than the Pre-COVID 2019 level of \$98,042 despite the \$2 increase in Table Fees.
- Membership Fees of \$10,215 have declined slightly since last year and are currently 12% lower than in 2019.
- Dividends of \$2,439 were half of those in the previous year.
- However, the club received \$16,000 in Government cash incentives as part of the Job Saver Program, and a \$500 state grant.

Expenses for the year were \$99,010. 21% of this was for employment, 32 % for occupancy and 40% for administration. It also includes a non-cash allowance of \$6,777 for depreciation. There have been no major one-off expenses.

The club made a profit for the year of \$11, 528 but this includes the \$16,500 COVID payment.

The balance sheet shows the club is in a very strong financial position with bank accounts of \$81,600 and investments of \$85,751. This is \$30,000 more than we had in 2018 but this is mainly the result of about \$50,000 we have received in government support over the last three years. Going forward the future is still uncertain. We are currently operating at an average of about 57 tables per week compared with 82 tables per week in 2019 and COVID is still hanging around. These numbers are not expected to increase till the next lot of lesson graduates start to emerge in the middle of next year and at this stage we are on track to make only a small profit this year. The club is an old building, maintenance issues often arise and costs are increasing. We are beginning to get complaints about the condition of the chairs which were due to be replaced several years ago and will cost over \$30,000.

At this point, I would like to make mention of our investment account but I am here expressing my own opinion, not necessarily that of the committee. In 2018 there was a feeling among some of our members that the club's funds, invested in term deposits, were not working hard enough. A motion was proposed at the AGM that year that we look for alternative forms of investment but it was defeated. As interest rate fell even further the following year the matter was raised again at the AGM and the motion was accepted. There were 30 members present at that meeting and the vote was not unanimous. After extensive research it was decided to invest conservatively in four ETFs and, although the income increased significantly in 2021, recent trends in the market have not been favourable. I feel it is unreasonable to expect the committee, and in particular the treasurer, to monitor this and it is too small an amount to warrant employing a financial advisor. There is little that can be done about the current investment at this stage but, in the future, I would suggest that we stick to term deposits and weather the periods of low interest rates.

In conclusion, my thanks to the members of the committee for all their hard work on your behalf this year and for the wonderful support they have given me over the last couple of years and finally, my heartfelt thanks to Les Brien for taking over as Treasurer.

Janet Hill
Treasurer
19th November 2022