



The Newcastle Bridge Club Incorporated ABN 16 405 302 022

COMMITTEE MEETING MINUTES

For meeting held Tuesday 13/12/2022

Committee Meeting Agenda

Location:	NBC	Date:	Tuesday 13/12/2022
Chair:	Jeff Biddlecombe	Time:	1:40 pm
AGENDA			
1. Apologies			
2. Reappointment of Masterpoint Secretary and Tournament Director			
3. Minutes of previous meeting dated 9th November 2022			
4. Correspondence			
4.1. Email from Alan Bustany re NSW Online Pairs League Summer Season			
4.2. Email from John McIlraith re nomination as a Zonal Councillor			
4.3. Letter of resignation from Helen Johnson			
5. Business arising from correspondence and previous minutes			
5.1. Substitutions regulations (ref Peter's doc)..... Peter			
5.2. AGM – follow up / sign minutes All			
5.3. New biscuits Ken/Caroline			
5.4. NBC Public Officer..... All			
5.5. 2023 Program – prize money allocation (ref Rosalie's doc)			
..... Ken/Rosalie/Les			
5.6. Tuesday night Bridge update Vincia/all			
5.7. Novice/Restricted Congress (ref Vincia's doc)..... Vincia			
5.8. UHMP competition (ref Rosalie's doc) Rosalie/Caroline			
6. New Business			
6.1. Suggestion box contents..... Vincia			
6.2. Start time for Wednesday Bridge..... Peter			
6.3. Account signatories Julie			
6.4. State Wide Pairs Ken			
6.5. Google Analytics (ref Ken's email) Ken			
7. Financials			
7.1. P & L Les			
7.2. Treasurer's Report..... Les			
8. General Business			
9. Next Meeting: Tuesday 10 th January at 1:40pm (TBC)			

COMMITTEE MEETING MINUTES: December 2022

Location:	Newcastle Bridge Club	Date:	13/12/2022
Chair:	Jeff Biddlecombe	Time:	1:40 pm
Attendees:	Jeff Biddlecombe, Les Brien, Rosalie Broughton, Julie Butel (minute taker), Caroline Carey, Angela Jeffs, Ailsa Kearney, Vincia Martin, Peter Peterson, Ken Wilks		

AGENDA ITEM
1. WELCOME AND APOLOGIES

Jeff opened the meeting at 1:35 pm. No apologies.

Jeff began by welcoming and thanking the two new members of the Committee – Les Brien and Angela Jeffs.

2. REAPPOINTMENT OF MASTERPOINT SECRETARY AND TOURNAMENT DIRECTOR

Jeff moved that Ken Wilks be reappointed to the position of Masterpoint Secretary and Peter Peterson to the position of Tournament Director. The motion was carried unanimously.

3. MINUTES OF PREVIOUS MEETING (09/11/2022)

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

4. CORRESPONDENCE
4.1. Email from Alan Bustany re NSW Online Pairs League Summer Season.

The email advised that the Summer Season begins on Thursday evening, January 12th with a link to register. The format is one 12-board match each Thursday evening on RealBridge.

Action: Julie to email members with the details and post the flyer on the notice board.

4.2. Email from John McIlraith re his nomination as a Zonal Councillor.

John advised that he had decided to seek nomination as a Zonal Councillor for the Outer Metropolitan Zone and had been nominated through the Tomaree Bridge Club where he is President.

Action: It was agreed that a letter be written to John thanking him for his nomination and that he has our support (Vincia)

AGENDA ITEM

4.3. *Email from Helen Johnson*

An email was received from long term member Helen Johnson advising of her resignation. Helen expressed her gratitude to the Club founders and congratulated the committees for their work. Helen acknowledged the benefits that Bridge had provided her during her 44 years of membership namely mental stimulus, learning, competition and enduring friendships.

5. BUSINESS ARISING FROM CORRESPONDENCE / PREVIOUS MINUTES

5.1. **Substitutions regulations (refer Peter Peterson's document attached)**

After discussion at the last meeting re this topic, and the raising of several issues after the meeting, Peter revisited the whole question of substitutes for 3-week events. After examining the options available, Peter proposed not to allow substitutions at all in 3-week events.

After considered discussion, Caroline seconded Peter's recommendation which was agreed to by all. In summary, anyone can play in a 3-week competition but to win a prize, both players need to play with each other for the 3 weeks of the event.

Actions agreed:

- ***Regulations to be amended in accordance with the proposal (Peter)***
- ***Improve communication to members re 3-week events:***
 - ***Post on the notice board (Caroline)***
 - ***Display on the TV screen (Caroline / Ken)***
 - ***Announce the event (and rules) a week prior to the start of each event (Director)***

5.2. **AGM follow up**

Minutes:

The minutes of the AGM, which was held on 19th November 2022, had been circulated to the Committee and accepted by all after a few amendments. Rosalie moved that the minutes be formally accepted, Jeff seconded the motion, which was supported by all, then signed the minutes as a true record of the AGM.

The minutes will be posted on the Club's website and displayed on the noticeboard at the Club, pending approval by members at the next AGM.

Form A12:

Les advised that the A12 Form had been completed and submitted to the Fair Trading. It will be filed with other documents relating to the AGM.

5.3. **New biscuits**

Ken advised that he had set up an account with the supplier and the first order had been received. The only issue was that it was left outside the Club

AGENDA ITEM

as delivery was made when no-one was at the Club. Ken will contact the supplier to sort this out for future deliveries.

5.4. NBC Public Officer

Ailsa agreed to write a letter of resignation for the incumbent to sign.

As agreed at the last meeting, the role of Public Officer will be fulfilled by the Office Administrator, with the address being 12 Young Road Broadmeadow.

Action: The new Public Officer to advise Fair Trading on Form A9 (Ken)

5.5. 2023 Program – prize money allocation (refer attached document)

Rosalie had prepared a recommendation for the allocation of prize money in 2023.

In summary, the recommendation was to reduce the prize money per event, thus allowing more events to be scheduled. For example, for a 3-week pairs event, the winning pair would receive 8 tokens instead of 12.

Other changes to prizes for 3-week events were agreed as follows:

- With less than 6 eligible pairs, only 1st and Handicap winners will receive prizes.
- With more than 12 eligible pairs, there will be a 4th prize of 2 tokens.

Ken suggested a review of the handicap ruling which currently states that for a pair to win the handicap prize, **both players** must have a handicap of less than 50%. It was agreed to amend this to the **average handicap** of the pair must be less than 50%.

Rosalie moved that the recommendation for prize money and number of events in 2023 be approved, subject to the change re handicap. Caroline seconded the motion which was carried unanimously.

5.6. Tuesday night Bridge update

It was reported that some people were initially unhappy about the change but now that it has been implemented, it has been accepted overall.

It was commented that it was good to see experienced players participating in the session and it was hoped that more would decide to do so.

5.7. Novice / Restricted Congress

Vincia had circulated a paper proposing that Newcastle Bridge Club hold a Novice / Restricted Swiss Teams Congress in 2023. The rationale included the restriction on table numbers at our usual Congress due to the decision to hold the event at the Club as well as the emergence of more Novice / Restricted events by other clubs in recent times.

The entry fee proposed was \$45 per player, which would include lunch (sandwiches provided by Rosalie Broughton and Janet Hill) and morning/afternoon tea. The date proposed was Sunday 30th April.

AGENDA ITEM

After discussion, Vincia moved that the proposal be accepted, and Rosalie seconded the motion which was carried unanimously.

Action: Ken to apply to NSWBA to hold the Congress on 30th April.

5.8. Under 100 MP competition (UHMP) (refer attached document)

Rosalie had circulated a document proposing that Newcastle Bridge Club participate in the UHMP Championship in 2023.

The proposal included that 3 qualifying events be held in September on Tuesday and Thursday sessions, and that we apply to NSWBA to hold a Local Final in November.

Rosalie moved that the proposal be accepted, which Ken seconded, and the motion was carried unanimously.

6. NEW BUSINESS

6.1. Suggestion box

Several members had expressed concern about the change from Supervised play to a regular session on Tuesday evening.

The issues are referred to in 5.6.

6.2. Start time for Wednesday Bridge

Peter commented that the start time for Wednesday Bridge was 10:00am, which was different to all other morning sessions. The question was asked if it was time to bring it in line with other sessions – i.e. start at 9:30am and finish at 1:00pm.

Action agreed: Poll Wednesday participants, then review before a decision is made (Vincia)

6.3. Account signatories

Julie reported that an appointment at the bank is required to gain access for Les to the ANZ bank accounts.

Action: Julie and Les to arrange.

It was agreed not to do anything at this time re gaining access for Les to the investment accounts.

6.4. State Wide Pairs

It was agreed to hold over the discussion until the next meeting.

6.5. Google Analytics

Ken had received a reminder that Google will be sunsetting the current version of Google Analytics next year and that access to data re hits, etc to our website will be lost if we do not migrate to the new version. Ken recommended that we do nothing as we are not currently using the functionality. This was previously agreed at the August committee meeting when the change was first announced.

AGENDA ITEM

There was unanimous support for Ken's recommendation once he explained that if we decide that we want the information in the future, we can re-visit it then.

7. FINANCIALS

7.1. P & L (see attached)

Les circulated the Profit and Loss Report for the five months ending November 2022, which showed a profit of \$3423.

The results are not really able to be compared with the same period last year because of the forced shutdown due to COVID.

Comment was made about an ATO rebate of \$3019 which was shown as income in October 2022. This was incorrect as it was shown as a debt at 30/06/2022.

An estimate has been made for depreciation at the rate of \$600 per month. The actual amount will be processed by the accountants at year end.

Les commented that Newcastle Bridge Club is a club and as a not for profit organization, while the objective is to be mindful of the finances, we don't need to make substantial profits.

Funds on hand:

Cheque account: \$28,064

Online saver: \$60,219

Investments: \$87,074

7.2. Treasurer's Report (see attached)

Les highlighted a few areas for review in his report:

- Should we have a **term deposit** instead of the online saver (higher interest rate available for a 12-month term)?

It was agreed to transfer the online saver funds to a 12-month term deposit as there is no immediate need for the funds.

- Should we continue to have money in **investment accounts** given the market uncertainty and the associated burden of responsibility on the committee, compared with improved interest rates for a 12-month term deposit and the Commonwealth Government guarantee under the Financial Claims Scheme (up to \$250,000,000)?

Note: Mr Andrew Price from Lambournes had provided general analysis (NOT advice) on the investments which was circulated to the committee prior to the meeting.

It was agreed to hold off doing anything at the moment but to continue to review

- **Insurances** (due in December) – are we adequately covered (building and contents)?

It was agreed to review our building cover with an architect

AGENDA ITEM

- Should we have **Business Interruption insurance** to cover fixed costs in an event such as an earthquake (e.g. rates, accountant, cost to move)?
Les to investigate cost to cover \$30,000
- What should we have on our maintenance / replacement schedules (implications for available funds)?
Rosalie to refer to previous depreciation schedule as input for further discussion

Les moved that his reports be accepted, and Rosalie seconded the motion which was carried unanimously.

8. GENERAL BUSINESS

8.1. Bridge sessions over Christmas holiday period

It was agreed that all regular sessions of Bridge will proceed as usual over the holiday period, **except for Monday 26th December when there will be no Bridge.**

8.2. Wednesday stand by players

It was commented that the Wednesday stand by player had only been required once this quarter. The question was raised if we should continue to offer it.

It was agreed to keep it going for the time being.

9. NEXT MEETING:

Tuesday 10th January commencing at 1:20pm

10. MEETING CLOSE:

The meeting concluded 3:20 pm

CONFIRMED TO BE A TRUE RECORD OF THE MEETING

Moved by:	Rosalie
Seconded by:	Les
Signed by:	YJ Martin
Date:	10/1/23

Newcastle Bridge Club Regulations: Substitutions FOR FURTHER DISCUSSION

Background

According to our Rules and Regulations governing competitions, the Club follows the NSWBA Regulations to determine who is eligible to be a substitute in our three-week competitions. At the November meeting of the Committee, following extensive discussion of problematic scenarios that have arisen recently, it was agreed that I would add an explanatory statement to the Rules and regulations. However, following the meeting several issues were raised that have caused me to revisit the whole question of substitutions. I am also in possession of advice from Matthew McManus (one of Australia's top Directors) which has clarified some of the issues.

Basic principles

Let me start by stating some basic principles governing substitution.

1. A substitute is a replacement for a player who is unavailable for a session.

This entails that you cannot substitute for, or be substituted by, a player who is present and playing (with a different partner) in the same session. This appears to be straightforward, although it has not been applied in past practice.

2. A substitute should be of roughly equivalent standard.

This may be hard to determine, but it is not really likely to be an issue for us.

3. A substitute cannot be a player who is a competitor in the same event.

This is more complicated. Technically, to be a "competitor" in the competition, you need to be entered in the event. To date, we have just accepted that if you are playing in a session, you are in the competition. But this raises problems. If we continue with this approach, then all players are "competitors". This means that anybody who plays in any session of a three-week event is not available to be a substitute in any other session of the event. And worse, a player who is a substitute in one round is excluded from competing (i.e. playing) in other rounds.

The alternative approach (recommended by Matthew McManus) is that pairs be required to nominate themselves in Week 1 as being contenders for the competition. (And substitutions must be declared before a session begins.) This clarifies the notion of "competitor" and allows the possibility of people playing in a session without being an entrant in the competition.

To abide by our current requirements, either

- a. We stay with our current practice (all players are "competitors"), which leads to complications as noted above, and potentially draconian limitations on player entries;
or
- b. We require pre-entry in three-week competitions, which avoids the above problems (although it may have other complications).

A proposal

My (radical) proposal, which bypasses all the above problems, is that we do not allow substitutions at all in three-week competitions; i.e. to be eligible for a prize, you must play with the same partner for all three sessions of the competition. (Note: This will not prevent any players from playing in any session. It is purely a requirement for eligibility for a prize.)

This proposal has several advantages:

- a. no legal quibbles about eligibility (and therefore fewer headaches for the tournament director!);
- b. potentially greater distribution of prizes;
- c. it rewards players who are the most regular supporters of the Club.

If this proposal is not accepted, then I will strongly recommend that the Club require pre-entry for three-week competitions, in line with the preceding discussion.

For discussion.

Peter Peterson, Tournament Director

Newcastle Bridge Club

If fewer than 6 eligible pairs only pay first and HCP prize
Three week events averaging more than 16 tables have double prizes
If there are more than 12 pairs eligible, pay a fourth prize of 2 tokens
To win the handicap the combined handicaps of both players must average less than 50%

Proposal for Restricted and Novice Congress

Background - Newcastle Bridge Club previously held its Congress in a large hall, typically a school hall, where there was room for more than 40 tables. The Club was able to run the competition in two sections, open and Novice/restricted for players with less than 300 Masterpoints.

Due to Covid there was no Congress held in 2020 and 2021; and in 2022, the decision was made to hold the Congress in our own Club. This made a lot of sense as Covid had significantly reduced the attraction of Congresses generally (88 were listed by NSWBA in 2019 and 42 this year) and holding the Congress in our Club cut down the amount of work as there was no need to transport tables, boards etc to a different location.

However, we were limited to about 20 tables and in fact only had 16 tables in the teams event and 17 in the pairs. There was one field but prizes were awarded for best restricted and best Novice in the pairs event. In teams there was recognition for the best restricted but not for novice as there were insufficient to justify this.

	Pairs O	Pairs R	Teams O	Teams R	Pairs Total	Teams Total
2016	31	18	38	10	49	48
2017	29	15	42	8	44	50
2018	22	20	30	14	42	44
2019	24	17	31	18	41	49
2022					17	16

In 2023 it is proposed to again hold the Congress in June at our own Club so numbers will be limited but I expect there will be more demand as the Covid issue has diminished somewhat. Numbers at nearby Congresses while generally not up to pre Covid levels are picking up. e.g. Tomaree had 26 pairs tables and 34 teams in 2019. This year it had 27 pairs tables divided into 14 open and 13 restricted and 29 teams. The actual number of Congresses listed in NSW was 88 in 2019 and 42 this year so many clubs have either not yet resumed or have had to cancel.

Congresses are part of the Bridge experience, an opportunity to engage with players from other clubs. While our A Grade players are seasoned Congress participants, amongst the rest of the membership only a small minority participate. We have a lot of players with less than 300 Master points, About 50 have between 100 and 300 and 160 with less than 100 points. Holding our own Novice/Restricted Congress would aim to encourage their participation.

Novice/ Restricted Congresses

Pre Covid, a few clubs had taken the initiative to hold Congresses for Novice and Restricted Congresses. However in 2022, there was only one which was held at the Central Coast Bridge Club

on 27 August. There were 16 tables in the pairs event. Of the 32 pairs 14 were Novices, In the teams event there were 13 teams, including 4 Novice teams. In 2019, the same Congress had 24 tables for pairs and 22 teams (10-11 August 2019).

In 2019, Kiama and District Novice Swiss pairs attracted 15 tables - held March 17 2019. Lindfield 11 teams and 14 tables for pairs. 22 June 2019. These and the Central Coast were the only clubs holding Restricted events.

In 2023 the Central Coast has scheduled a Novice and Restricted Congress for 8 and 9 July,

Newcastle is well placed to attract a good number of teams with several other clubs within one to two hours' drive. The Club already hosts a number of regional competitions though these mainly involve A Grade players. A Novice/Restricted Congress would give our other members an opportunity to experience Congress play as well as an opportunity to gain red points.

For consideration of the Committee

Hold a Novice/Restricted Swiss Teams Congress on Sunday 23 April 2023.

Minimum of 12 teams with cut-off a week before and cancellation if this number is not reached.

Entry Fee \$180 per team ie \$45 each player. This would include lunch and morning and afternoon tea and drinks/nibbles at the conclusion.

Prize money to be determined.

Suggestions for Newcastle Bridge Club Under 100 Masterpoint Championship (UHMP) 2023

In response to NSWBA's letter February 2022 and assuming they will run the event in 2023 I propose the following:

- Hold a qualifying event for our normal Tuesday and Thursday sessions in September
 - These sessions will be run as normal however only players with < 100 MP's will be eligible to proceed to the Local Final
 - We deal our normal sessions boards
 - All players pay their normal table fees
 - **The club will pay \$2/ eligible player for those wishing to enter the competition**
 - **The NSWBA will pay for ALL red MP's issued**
 - **Red MP's are issued to half the field entering the competition**
 - It is an excellent opportunity for players with <100 MP's to earn red points with a weighting normally used at State Events
- Apply to NSWBA to hold a Local Final in November
 - NSWBA will provide a deal file for the Local Final so the boards being played are the same across the State
 - Only players with <100 MP's can participate
 - All players pay normal table fees
 - **The club will pay \$3/player to NSWBA as the entry fee for the State Competition**
 - **NSWBA will pay for ALL red MP's issued**

Benefits:

- The ability for players to earn Red MP's at club level
- It is a way of introducing players to play in qualifying events and progressing to a final
- By the club paying both the \$2 and \$3 entry fee/player it is giving back to members that perhaps rarely win any prizes in club events

Cost to Club:

- The Office Administrator will have some extra work in arranging the above

I have attached the original letter from NSWBA to this document

Rosalie Broughton
17th November 2022

Newcastle Bridge Club
12 Young Road Broadmeadow 2292
Profit & Loss [With Last Year]
July 2022 To November 2022

	This Year	Last Year	
Income			
Competitions			
Weekend Club Events	\$454.00	\$0.00	\$454.00
Hosting Events	\$1,164.59	\$0.00	\$1,164.59
Memberships			
Subscriptions	\$3,895.00	\$2,270.00	\$1,625.00
Table Fees			
Monday Supervised Play	\$2,002.00	\$1,248.00	\$754.00
Monday Afternoon	\$5,112.00	\$3,416.00	\$1,696.00
Tuesday Morning	\$9,546.00	\$4,736.00	\$4,810.00
Tuesday Afternoon	\$0.00	\$552.00	\$552.00
Tuesday Supervised Play	\$3,774.00	\$1,552.00	\$2,222.00
Wednesday	\$3,166.00	\$2,080.00	\$1,086.00
Thursday Morning	\$7,558.00	\$4,268.00	\$3,290.00
Friday	\$4,984.00	\$3,112.00	\$1,872.00
Saturday	\$2,842.00	\$1,296.00	\$1,546.00
HBA Table Fees	\$0.00	\$150.00	\$150.00
Total Table Fees	\$38,984.00	\$22,410.00	\$16,574.00
Board Dealing	\$1,005.60	\$317.90	\$687.70
Hall Hire	\$60.00	\$120.00	\$60.00
Lessons	\$0.00	\$120.00	\$120.00
Total Income	\$45,563.19	\$25,237.90	\$20,325.29
Expenses			
Accounting Fees	\$2,200.00	\$2,200.00	\$0.00
Card Dealing	\$480.00	\$200.00	\$280.00
Cleaning	\$6,201.25	\$3,712.50	\$2,488.75
Consumables	\$1,627.81	\$1,899.85	\$272.04
General Expense	\$54.95	\$0.00	\$54.95
Printing, Stationery & Postage	\$3,759.42	\$87.19	\$3,672.23
Prize Money	\$2,830.00	\$828.00	\$2,002.00
Refreshments	\$1,418.28	\$374.61	\$1,043.67
Socials	\$390.13	\$392.55	\$2.42
Subscriptions / Membership	\$50.00	\$0.00	\$50.00
Competitions			
Congress	\$100.78	\$0.00	\$100.78
Other Competitions	\$1,660.35	\$200.00	\$1,460.35
Employment Expenses			
Wages			
Office Staff	\$4,194.99	\$2,873.32	\$1,321.67
Superannuation	\$510.14	\$252.84	\$257.30
Non Playing Director	\$4,760.00	\$2,870.00	\$1,890.00
Fees & Levies			
Capitation (ABF)	\$93.60	\$0.00	\$93.60
Masterpoints	\$632.74	\$221.07	\$411.67
Repairs & Mtce			
R&M Air Conditioning	\$180.00	\$723.40	\$543.40
R&M Building	\$449.45	\$5.25	\$444.20
R&M Equipment	\$1,174.56	\$238.00	\$936.56
R&M Grounds	\$198.00	\$756.31	\$558.31
Utilities			
Electricity	\$1,079.20	\$876.21	\$202.99
Rates - Land / Water	\$6,859.31	\$6,881.21	\$21.90
Telecommunications	\$1,236.18	\$1,341.60	\$105.42
Computer Systems			
Events Calendar	\$155.00	\$154.00	\$1.00
MYOB Essentials	\$50.00	\$49.99	\$0.01
Web Site	\$685.83	\$0.00	\$685.83
Depreciation - estimate	\$3,000.00	\$2,823.75	\$176.25
Total Expenses	\$46,031.97	\$29,961.65	\$16,070.32
Operating Profit/ (Loss)	\$2,531.22	(\$1,900.00)	\$4,431.22
Other Income			
Interest Income	\$83.72	\$4.57	\$79.15
Investment Income	\$808.41	\$1,715.53	\$907.12
Covid 19 Government Support	\$0.00	\$15,000.00	\$15,000.00
Total Other Income	\$892.13	\$16,720.10	\$15,827.97
Net Profit/(Loss)	\$3,423.35	\$14,820.10	\$11,396.75

Newcastle Bridge Club – Treasurer's Report for December meeting

P & L for 5 months to November 2022 shows a result of \$3423 (profit). See excel file P&L Jul to Nov sheet 2 emailed by Julie.

NB \$3019 ATO rebate shown as income to October 2022 is incorrect as it was shown as a debtor at 30 th June 2022.

An estimate has been made for depreciation at the rate of \$600 per month. The actual amount will be processed by the Accountants at year end.

Major increases in expenses in the month cleaning \$1155; Printing \$2102; Prize money \$1056; Rates (mainly NCC) \$3218

Funds – cheque account \$ 28064 Online saver account
\$60,219 interest rate(less than 1%)? Term
deposit?

Investments – see notes emailed by Julie from Chad Nean.
Action?

Renovations; replacements; and repairs – budget/ wish list?

Insurance review – is building cover adequate? Should
cover be obtained for business interruption ?

Form A-12- T2 (annual summary of financial affairs lodged
with Service NSW on 24/11/22)

Public Officer – currently Bernie Adcock

Official Address – currently Cooks Hill