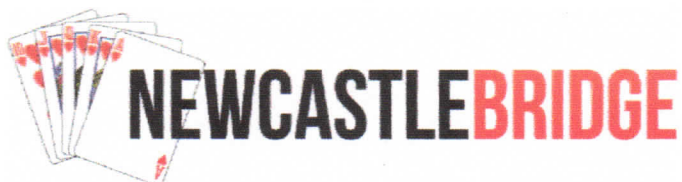




The Newcastle Bridge Club Incorporated ABN 16 405 302 022

COMMITTEE MEETING MINUTES

For meeting held Tuesday 14/03/2023



The Newcastle Bridge Club Incorporated ABN 16 405 302 022

Committee Meeting Agenda

Location:	NBC	Date:	Tuesday 14/03/2023
Chair:	Jeff Biddlecombe	Time:	1:20 pm
AGENDA			
1. Apologies: Peter Peterson			
2. Minutes of previous meeting dated 14th February 2023			
3. Correspondence 3.1. ABF – invitation to 2023 Australia-Wide Novice Pairs 25 – 31 May 3.2. Alan Bustany – Autumn season Online Pairs League 3.3. Alex Marton – Installation of BBQ, etc 3.4. Central Coast Bridge Club – Director's seminar 23 April			
4. Financials (Les) 4.1. P & L 4.2. Treasurer's Report 4.3. Investments			
5. Business arising from correspondence and previous minutes. 5.1. Club Mixed Pairs (scheduled for 2 nd April) 5.2. Ron Klinger – response to Jeff's email? 5.3. Novice/Restricted Congress.....Vincia 5.4. Country Teams Regional Final – any news? Ken 5.5. Lessons (Beginners, Christo's, website, program) 5.6. How to increase table numbers 5.7. Unused furniture in the shed			
6. New Business 6.1. Suggestion box contents..... Vincia 6.2. NBC June Congress Vincia			
7. General Business			
8. Notes for future meeting agendas 8.1. State Wide Pairs (June) 8.2. Replacement of chairs (AGM)			
9. Next Meeting: Tuesday April 11 th at 1:30pm			



The Newcastle Bridge Club Incorporated ABN 16 405 302 022

COMMITTEE MEETING MINUTES: March 2023

Location:	Newcastle Bridge Club	Date:	14/03/2023
Chair:	Jeff Biddlecombe	Time:	1:20 pm
Attendees:	Jeff Biddlecombe, Les Brien, Rosalie Broughton, Julie Butel (minute taker), Caroline Carey, Angela Jeffs, Ailsa Kearney, Vincia Martin, Ken Wilks		

AGENDA ITEM

1. WELCOME AND APOLOGIES

Jeff opened the meeting at 1:30 pm.

Apologies: Peter Peterson

2. MINUTES OF PREVIOUS MEETING (14/02/2023)

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

3. CORRESPONDENCE

3.1. **Email from ABF: Invitation to 2023 Australia-wide Novice Pairs 25-31 May (circulated).**

The event is restricted for players with less than 100MPs and is run at a club session anytime between 25 – 31 May using set hands. The cost per player is \$5 payable to ABF; entries close 01 May.

It was agreed that it is unknown how many members would be interested. There were a number of questions raised:

- Can players who are not eligible to participate still play in the session and if so, would they need to be managed as a separate field?
- If players, who usually play at the session chosen, do not want to pay an extra \$5, can they still play and if so, would they need to be managed as a separate field?

Action: Ken to follow up with the organizer.

3.2. **Email from NSWBA: Autumn season Online Pairs League (circulated).**

Action: Put flyer on display at the club; Ken to respond re BSB details for payment from the Summer season.

AGENDA ITEM

3.3. Email from Alex Marton: Installation of BBQ (circulated)

It was agreed to put the unwanted tables and chairs on the kerbside on Saturday 18th March.

Action:

- *Rosalie to provide a photo and quantities to Caroline so she can advertise them for free on Marketplace and Gumtree*
- *Ken to check if the invoice for work done to date to install the BBQ has been paid.*
- *Once shed is cleared, Rosalie to advise Alex so that he can complete installation of the BBQ.*

As an aside, Rosalie advised that she had obtained a quote from a local office furniture supplier for replacement chairs (in readiness for the discussion at the AGM). In the process of doing this, she had found folding chairs at a reasonable price. It was agreed that while we should have proper chairs for 22 tables, it would make sense to have enough folding chairs for an additional 2 tables for those rare occasions when the extra tables are needed.

Action: *Rosalie to purchase 8 folding chairs*

3.4. Email from Central Coast Bridge Club: Director's seminar 23 April (circulated)

Action: *Peter Peterson to advise our directors about the course and follow up with the organizer if applicable (Julie to email Peter)*

4. Financials (Les)

4.1. P & L / Treasurer's Report / Investments (see attached)

Les circulated the Profit and Loss Report for the 8 months ending February 2023, which showed a loss of \$4218. It includes an estimate for depreciation of \$600 per month (the actual amount will be processed by the accountants at year end).

Included in the P & L was an overview of Table Fees for the end of recent months, a weekly average and an estimate for the year based on the averages. Les commented that a total of \$90,000 for the year would put us in a break even position.

Funds on hand:

Cheque account:	\$8,962
Online saver:	\$5,303
Term deposit:	\$70,000 (Greater Bank, 12 months at 4%)
Investments:	\$86,893 current market value (ref spreadsheet)

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

5. BUSINESS ARISING FROM CORRESPONDENCE / PREVIOUS MINUTES

5.1. Club Mixed Pairs

There are currently 6 pairs registered for the event. Rosalie advised that she is in the process of chasing up other possible entrants.

Rosalie requested that for future emails to members re special events, that all the requirements are clearly spelt out; also that a cut off date for entries be specified.

5.2. Ron Klinger

Jeff advised that he had received a response to the questions he had raised about Ron's suggested lesson on the afternoon of Monday 4th December:

- What would be covered in the lesson would be our choice or Ron could suggest topics
- He will provide handouts
- The lesson would be largely practical (mainly cardplay and bidding)
- The time / date is the only available option
- The fee of \$20 per person is not negotiable but the Club is welcome to charge more to recoup lost table fees

After discussion, it was agreed not to proceed with the offer.

Action: Jeff will advise Ron that the date suggested is not suitable but there may be an opportunity in the future. If this were the case, we would be happy to promote the event to other clubs in the area.

5.3. Novice / Restricted Congress

There are currently 12 teams registered and there will probably be more.

It was commented that we need a house team and that the club should be cleaned on the Friday prior to the event.

Action: Vincia to arrange a house team; Ken to arrange the cleaners.

5.4. Country Teams Regional Final

Ken advised that we have been successful in our application to host the event.

5.5. Lessons

• **Program for the year**

Jeff advised that a meeting had been held (attendees: Vincia, Janet Hill, Christo, Jeff, Chris Dibley, Ken) and it was agreed that we need to do better than what we're currently doing.

Rosalie advised that she had been contacted separately by Janet with her thoughts.

Actions agreed at the meeting:

- ***Jeff to provide a timeline for Beginners Lessons for the year***
- ***Each participant to prepare of list of topics to be covered by Friday for review by the subcommittee.***

AGENDA ITEM

- *Rosalie to summarize Janet's points for the subcommittee.*

- **Website (specifically the lessons tab)**

Jeff agreed to prepare some information regarding Beginners lessons so that Ken can update the website.

Ken advised that he hasn't yet investigated if it is possible to register online for lessons and/or an interest in lessons (as an alternative to making contact by phone) but will do so.

5.6. Table Numbers

It was agreed that the first priority is to reinstate monthly socials. Jeff advised that he is planning to do this from May for the Wednesday and Thursday sessions. Saturday is also a possibility.

Ailsa advised that she is already keeping an eye out for good deals on suitable food options.

Jeff is also keen to have a Christmas in July event. He agreed to look at some possibilities for caterers.

5.7. Unused Furniture in the Shed

Already covered in Item 3.3, except for what to do with the good fold up tables (approximately 30).

Action: It was agreed to revisit the fold up tables once the shed has been cleared of the old tables and chairs. The folding tables will not be in the way of Alex' plans to install the BBQ.

5.8. Bridge Rules / Etiquette

Last meeting: "Angela commented that she is seeing instances of poor etiquette at the Bridge sessions. Moreover, as a newcomer to the game, Angela believes there is an opportunity to help new players better understand the rules (such as when to call the director)."

The agreed action was for Peter to prepare a series of tips to be delivered at the start of a Bridge session (at the discretion of the director).

6. NEW BUSINESS

6.1. Suggestion box

A comment was received from someone (no name) re the noise some players make during a sit out. It was agreed that players should feel comfortable to ask them to be quiet or go somewhere else.

As no name was provided, no response to the originator is possible.

It was commented that the suggestion box was put in place as a way of getting suggested improvements at the Club from members, with the suggestions being tabled at Committee meetings. However, if members want a response / feedback, they need to provide their name.

AGENDA ITEM

6.2. Newcastle Bridge Club Congress

With the Congress just 3 months away, it is time to start moving. The key issue is to make a decision re catering for lunch as this information is needed to set the price and finalize the brochure.

It was agreed that as we had received no real complaints last year, plus the issues of cost and space, not to cater for lunch.

Action: Vincia to finalize the brochure so that it can be made available on the NSWBA website and distributed to clubs.

7. GENERAL BUSINESS

7.1. Vinyl tablecloths

Rosalie commented that she had seen vinyl tablecloths being used at another club and that they looked quite good. Given the effort to regularly launder the current tablecloths, it was suggested we consider making the change.

The suggestion was initially rejected but Caroline moved a motion that Rosalie buy a sample of vinyl for evaluation, which Rosalie seconded. Jeff then put the motion to the meeting for a vote and it was passed.

Action: Rosalie to get a sample for evaluation.

8. NEXT MEETING:

Tuesday 11th April commencing at 1:30 pm

9. FOR A FUTURE MEETING

9.1. State Wide Pairs (for June meeting)

9.2. Replacement of Chairs (AGM discussion)

10. MEETING CLOSE:

The meeting concluded 3:05 pm

CONFIRMED TO BE A TRUE RECORD OF THE MEETING

Moved by:	Vincia Martin
Seconded by:	Rosalie Seaverton
Signed by:	Jeff Miller
Date:	11.4.23

Newcastle Bridge Club – Treasurer's Report for March meeting

P & L for 8 months to February 2023 shows a result of \$4218 (loss). See excel file P&L months of 23 year, sheet FEB23.

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.

Also see Table Fees exercise showing table fees to end of recent months; a weekly average; and an estimate for the year. Fees fell away during December and January due to the free week in December and holidays. Note that there will be a five week month in March. Table fees of \$90000 plus would be good.

Funds – cheque account \$ 8962 Online saver account \$5303 Greater Bank Deposit \$70000 for 12 months at 4.00%pa.

Investments – see spreadsheet Market value \$86893

Newcastle Bridge Club
12 Young Road
Broadmeadow 2292

Profit & Loss [With Last Year]

July 2022 To February 2023

	This Year	Last Year	TY- LY
	TY	LY	
Income			
Competitions			
Weekend Club Events	\$454.00	\$0.00	454.00
Hosting Events	\$1,164.59	\$0.00	1164.59
Memberships			
Subscriptions	\$8,950.00	\$8,790.00	160.00
Table Fees			
Monday Supervised Play	\$2,986.00	\$1,400.00	1586.00
Monday Afternoon	\$7,268.00	\$5,446.00	822.00
Tuesday Morning	\$13,652.00	\$9,442.00	4210.00
Tuesday Afternoon	\$0.00	\$552.00	-552.00
Tuesday Supervised Play	\$5,482.00	\$2,984.00	2498.00
Wednesday	\$3,832.00	\$3,448.00	384.00
Thursday Morning	\$10,980.00	\$7,804.00	3176.00
Friday	\$6,674.00	\$5,494.00	1180.00
Saturday	\$4,258.00	\$2,572.00	1686.00
HBA Table Fees	\$0.00	\$170.00	-170.00
Total Table Fees	\$55,132.00	\$40,312.00	14820.00
Board Dealing	\$1,472.40	\$663.50	808.90
Hall Hire	\$60.00	\$150.00	-90.00
Lessons	(\$72.60)	\$120.00	-192.60
Total Income	\$67,160.39	\$50,035.50	17124.89
Expenses			
Accounting Fees	\$2,200.00	\$2,200.00	0.00
Card Dealing	\$720.00	\$392.00	328.00
Cleaning	\$9,955.00	\$7,287.50	2667.50
Consumables	\$3,191.04	\$3,139.39	51.65
Insurance	\$5,292.00	\$3,120.00	2172.00
General Expense	\$54.95	\$0.00	54.95
Printing, Stationery & Postage	\$3,471.04	\$1,219.67	2251.37
Prize Money	\$3,006.00	\$2,027.98	978.02
Refreshments	\$2,067.60	\$898.91	1168.69
Socials	\$582.13	\$562.30	19.83
Subscriptions / Membership	\$50.00	\$133.00	-83.00
Competitions			
Congress	\$100.78	\$0.00	100.78
Other Competitions	\$1,645.35	\$620.00	1025.35
Employment Expenses			
Wages			
Office Staff	\$6,392.14	\$5,516.17	875.97
Superannuation	\$1,032.07	\$823.01	209.06
Non Playing Director	\$7,210.00	\$5,390.00	1820.00
Fees & Levies			
Affiliation (NSWBA)	\$2,850.00	\$2,850.00	0.00
Capitation (ABF)	\$93.60	\$0.00	93.60
Masterpoints	\$1,113.09	\$780.13	332.96
Repairs & Mlce			
R&M Air Conditioning	\$180.00	\$733.40	-553.40
R&M Building	\$449.45	\$244.25	205.20
R&M Equipment	\$1,198.54	\$238.00	960.54
R&M Grounds	\$330.00	\$1,038.31	-708.31
Utilities			
Electricity	\$1,445.27	\$876.21	569.06
Rates - Land / Water	\$9,633.31	\$9,593.21	40.10
Telecommunications	\$1,896.18	\$2,301.43	-405.25
Computer Systems			
Events Calendar	\$170.50	\$154.00	16.50
MYOB Essentials	\$80.00	\$79.99	0.01
Pianola	\$600.00	\$600.00	0.00
Web Site	\$744.83	\$247.50	497.33
Depreciation	\$4,800.00	\$4,518.00	282.00
Total Expenses	\$72,554.87	\$57,584.36	14970.51
Operating Profit/(Loss)	(\$5,394.48)	(\$7,548.86)	2154.38
Other Income			
Interest Income	\$164.35	\$5.31	159.04
Investment Income	\$1,011.36	\$2,013.35	-1001.99
Covid 19 Government Support	\$0.00	\$15,000.00	-15000.00
Total Other Income	\$1,175.71	\$17,018.66	-15842.95
Net Profit/(Loss)	(\$4,218.77)	\$9,469.80	-13688.57

Table fees to -	Weeks to	Wkly Avge	Est for Yr
October	30046	17	1767
November	38984	22	1772
December	42438	26	1632
January	48256	30	1609
February	55132	34	1622

Newcastle Bridge Club

Investments Schedule

Name	units	Total Cost	Current MV/ unit	Total MV	P&L	P&L %
IAF	215	24787.20	101.12	21740.80	-3046.40	-12.29%
VAP	110	10186.15	78.95	8684.50	-1501.65	-14.74%
VDCO	720	40021.98	48.41	34855.20	-5166.78	-12.91%
VGB	465	24928.14	46.48	21613.20	-3314.94	-13.30%
		99923.47		86893.70	-13029.77	-13.04%
check totals					-13029.77	-13.04%

Year to date income 1011

Estimated income on market value (say \$85000) at 4.00% 3400

Market Value at Ctee Mtgs

Oct-22	84891	Mar-23	86893
Nov-22	84255	Apr-23	
Dec-22	87074	May-23	
Jan-23	84517	Jun-23	
Feb-23	86881	Jul-23	