



The Newcastle Bridge Club Incorporated ABN 16 405 302 022

COMMITTEE MEETING MINUTES

For meeting held Tuesday 29/08/2023



NEWCASTLE BRIDGE

The Newcastle Bridge Club Incorporated ABN 16 405 302 022

Committee Meeting Agenda

Location:	NBC	Date:	Tuesday 29/08/2023
Chair:	Jeff Biddlecombe	Time:	1:30 pm
AGENDA			
1. Apologies: Caroline Carey			
2. Minutes of previous meeting dated 01 August 2023			
3. Correspondence 3.1. Emails re upcoming congresses: <ul style="list-style-type: none">• Central Coast Leagues Bridge Club Congress 16/17 September• Illawarra Bridge Club Congress 24 September• Tomaree Bridge Club Congress 28/29 October			
4. Financials (Les) 4.1. P & L for July 4.2. Treasurer's Report 4.3. Financial statements for year ended 30 June 2023 4.4. Treasurer's Report for 2023 AGM			
5. Business arising from correspondence and previous minutes 5.1. Communication nominee for restructured NSWBA 5.2. Potluck – launch date 5.3. AGM – preparations needed 5.4. Cleaning – air vents, carpet, chairs 5.5.			
6. New Business 6.1. Suggestion box contents 6.2. Partner process (Vincia) 6.3. Catering for events – requirements and responsibility			
7. General Business 7.1.			
8. Notes for future meeting agendas 8.1.			
9. Next Meeting: To be agreed by incoming committee after AGM			



The Newcastle Bridge Club Incorporated ABN 16 405 302 022

COMMITTEE MEETING MINUTES: August 2023

Location:	Newcastle Bridge Club	Date:	29/08/2023
Chair:	Jeff Biddlecombe	Time:	1:15 pm
Attendees:	Jeff Biddlecombe, Les Brien, Julie Butel (minute taker), Angela Jeffs, Ailsa Kearney, Vincia Martin, Peter Peterson, Ken Wilks		

AGENDA ITEM

1. WELCOME AND APOLOGIES

Jeff opened the meeting at 1:15 pm.

Apologies: Caroline Carey

2. MINUTES OF PREVIOUS MEETING (01/08/2023)

Moved: Ken

Seconded: Les

Agreed by all; Jeff signed the minutes as a true record of the meeting.

3. CORRESPONDENCE

Emails re upcoming congresses:

- Central Coast Leagues Bridge Club Congress (16/17 September)
- Illawarra Bridge Club Congress (24 September)
- Tomaree Bridge Club Congress (28/29 October)

Flyers for the events have been put on display at the Club

4. FINANCIALS (Les)

4.1. P & L for July (see attached)

The P & L was not available for the last meeting but was circulated to the committee soon after. Key points:

- A profit of \$628 compared to a loss of \$822 for the same month last year.
- Table fees higher than last year (\$7784 vs \$6836).
- No investment income as the investments were sold in June. Interest income will be higher this year but will not appear in the P & L until January and June.
- No allowance for depreciation in the month but this will be recorded as \$500 per month from hereon.
- Despite an increase in the land valuation, rates are less than last year: \$10367 compared with \$11097 last year.
- Red Energy is now our energy provider.

AGENDA ITEM

4.2. Financial Statements for the year ended 30 June 2023

Les had circulated the Financial Statements from Lambourne Partners with a request that the Committee meet to approve the declaration accompanying the Statements for signing (hence this early meeting in lieu of the September meeting).

Les had also circulated his Treasurer's report for the financial year. The report will be sent to members prior to the AGM and tabled at the AGM.

Les moved that the statements be adopted; Ken seconded the motion which was carried unanimously.

5. BUSINESS ARISING FROM CORRESPONDENCE / PREVIOUS MINUTES

5.1. Communication nominee for restructured NSWBA

Vincia has agreed to be our representative. Glenda Parmenter (Chair NSWBA State Committee) has been advised.

5.2. Potluck Partners – launch date

It was decided to delay the launch until February.

It was agreed that the main objective is to give members who don't have a partner the opportunity to get a game. Existing partnerships are also welcome as is anyone interested in a mentoring opportunity. It was also recognized that the session would probably evolve over time.

An email will be sent to members (Julie)

5.3. Preparation for AGM (Saturday 23/9)

- Lists for apologies and intention to attend are available at the front desk
- Pizzas will be ordered once numbers are available ***(Jeff)***
- An email will be sent to members before the end of next week with the notice of the AGM, the agenda, the financial statements and Treasurer's report ***(Julie)***
- ***Ken*** will organize Committee nomination forms

5.4. Cleaning – air vents, carpet, chairs

Jeff has supplied Alex with photos of the vents.

Cleaning of the chairs and carpet is yet to be arranged ***(Jeff)***

5.5. Christmas Party

The Christmas party will be held on Saturday 9/12 at 12noon. Numbers are needed by 24/11 (80 maximum). ***Angela and Caroline*** will coordinate the event and call for assistance as needed; ***Caroline*** will promote the event.

AGENDA ITEM

6. NEW BUSINESS

6.1. Suggestion box: No submissions since the last meeting

6.2. Partner Process

A suggestion was received that members register for a session even if they don't have a partner. There was concern about the sessions that are often cancelled due to insufficient pairs, namely the importance of players checking the number of registrations beforehand.

Action: Vincia to draft the words for an email to members for Ken to review. Points to be covered – which sessions, how to register, the importance of checking if a session will be run

6.3. Event Catering

Ailsa requested clarification regarding the catering for weekend events, namely the expectations of what should be provided, the budget and the responsibility for providing it.

It was agreed:

- **Regional Finals (GNOTs, Country Teams)**
Something on arrival (pikelets, iced buns, etc)
Hot food/cheese plate at end of play
No lunch provided
- **Our Congresses (currently 2 events)**
Something on arrival
Snacks throughout the day (which members provide)
Hot food/cheese plate etc. at end of play (Sunday only)
No lunch provided
- **Championship events (Pairs, Mixed Pairs, Teams, GNOT qualifier)**
Hot food at the end of play
No food on arrival or during the day
- **Responsibility**
It was agreed that the catering should not be left to one person; therefore a roster is needed.
Action: Once the program for 2024 is known (after the NSWBA calendar is available), it was agreed to ask members to volunteer for events so that a roster can be prepared.

7. GENERAL BUSINESS

7.1. Lost Property

A number of personal belongings (pens, cups) have been reported missing. It was agreed that if valuable items are found, they should be put on the front desk.

We also need to arrange another call to action for items that have been left behind (or they will be disposed of).

AGENDA ITEM

7.2. Carpark

A member has reported that items were stolen from her (unlocked) car during a night Bridge session.

Action: An email to be sent to members, reminding them to make sure to lock their car (Julie).

7.3. Player Behaviour

- **Calling the Director**

Concern was expressed about the unacceptable reaction by some players following a request to call the Director.

The Tournament Director reiterated that players should say "we have been told that if anything goes wrong that we should call the Director". Calling the Director is a rule of the game and not calling the Director is breaking the rules.

Players should also be mindful of calling the Director in a respectful way – i.e. "Director please, to Table xx".

- **Talking at the table during play**

It is against the rules to talk or react while the hand is being played or while bidding is underway. Post mortems at the table are also to be discouraged.

Action: Peter will address all sessions about these matters in the new year. Once this has happened, an email will be sent to members as further follow up

8. NEXT MEETING

To be agreed by the incoming committee after the AGM

9. MEETING CLOSE: The meeting concluded 2:40 pm

CONFIRMED TO BE A TRUE RECORD OF THE MEETING

Moved by:	A. KASANY
Seconded by:	L. BRIAN
Signed by:	J. Biddeman
Date:	3.10.23

Newcastle Bridge Club 12 Young Road Broadmeadow 2292 Profit & Loss [With Last Year] July 2023				
	This Year	Last Year	TY - LY	
	TY	LY		
Income				
Competitions				
Weekend Club Events	\$184.00	\$214.00	-30.00	
Memberships				
Subscriptions	\$50.00	\$105.00	-55.00	
Table Fees				
Monday Supervised Play	\$610.00	\$314.00	296.00	
Monday Afternoon	\$1,004.00	\$936.00	68.00	
Tuesday Morning	\$1,808.00	\$1,394.00	414.00	
Tuesday Night	\$652.00	\$558.00	94.00	
Wednesday	\$512.00	\$584.00	-72.00	
Thursday Morning	\$1,494.00	\$1,182.00	312.00	
Friday	\$820.00	\$868.00	-48.00	
Saturday	\$496.00	\$464.00	32.00	
Total Table Fees	\$7,396.00	\$6,300.00	1096.00	
Board Dealing	\$154.50	\$217.20	-62.70	
Total Income	\$7,784.50	\$6,836.20	948.30	
Expenses				
Card Dealing	\$88.00	\$64.00	24.00	
Cleaning	\$1,443.75	\$1,375.00	68.75	
Consumables	\$109.89	\$124.32	-14.43	
Printing, Stationery & Postage	\$37.05	\$81.97	-44.92	
Prize Money	\$112.00	\$192.00	-80.00	
Refreshments	\$209.73	\$431.25	-221.52	
Socials	\$209.25	\$0.00	209.25	
Competitions				
Other Competitions	\$0.00	\$52.80	-52.80	
Employment Expenses				
Wages				
Office Staff	\$799.00	\$830.60	-31.60	
Non Playing Director	\$840.00	\$910.00	-70.00	
Fees & Levies				
Masterpoints	\$48.79	\$0.00	48.79	
Repairs & Mtce				
R&M Building	\$0.00	\$135.00	-135.00	
R&M Equipment	\$0.00	\$240.00	-240.00	
R&M Grounds	\$33.00	\$0.00	33.00	
Utilities				
Rates - Land / Water	\$3,114.80	\$3,641.50	-526.70	
Telecommunications	\$112.20	\$120.37	-8.17	
Computer Systems				
MYOB Essentials	\$10.00	\$10.00	0.00	
Total Expenses	\$7,167.46	\$8,208.81	-1041.35	
Operating Profit	\$617.04	(\$1,372.61)	1989.65	
Other Income				
Interest Income	\$11.84	\$3.55	8.29	
Investment Income	\$0.00	\$546.92	-546.92	
Total Other Income	\$11.84	\$550.47	-538.63	
Net Profit/(Loss)	\$628.88	(\$822.14)	\$1,451.02	