



**NEWCASTLEBRIDGE**

The Newcastle Bridge Club Incorporated ABN 16 405 302 022

## Committee Meeting Agenda

<b>Location:</b>	NBC	<b>Date:</b>	Tuesday 05/12/2023
<b>Chair:</b>	Jeff Biddlecombe	<b>Time:</b>	1:30 pm
<b>AGENDA</b>			
<b>1. Apologies: Les Brien</b>			
<b>2. Minutes of previous meeting dated 07 November 2023</b>			
<b>3. Correspondence</b>			
3.1. Optima re development (Jeff)			
<b>4. Financials (Les)</b>			
4.1. Treasurer's Report (circulated)			
<b>5. Business arising from correspondence and previous minutes</b>			
5.1. Christmas party			
5.2. 2024 Program and prize money			
5.3. Follow up list arising from Ken's absence			
<b>6. New Business</b>			
6.1. Suggestion box contents			
6.2. Defibrillator			
6.3. Chairs			
6.4. 3-week events			
<b>7. General Business</b>			
<b>8. Notes for future meeting agendas</b>			
8.1. Potluck Partners – start when?			
8.2. Player behaviour (Peter to address all sessions in the new year)			
<b>9. Next Meeting: TBA</b>			



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## COMMITTEE MEETING MINUTES: December 2023

<b>Location:</b>	Newcastle Bridge Club	<b>Date:</b>	5/12/2023
<b>Chair:</b>	Jeff Biddlecombe	<b>Time:</b>	1:30 pm
<b>Attendees:</b>	Jeff Biddlecombe, Julie Butel (minute taker), Caroline Carey, Christine Chandler, Angela Jeffs. Ailsa Kearney, Vincia Martin, Peter Peterson, Ken Wilks.		

### AGENDA ITEM

#### 1. WELCOME AND APOLOGIES

Jeff opened the meeting at 1:35 pm.

**Apology:** Les Brien

#### 2. MINUTES OF PREVIOUS MEETING (07/11/2023)

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

#### 3. CORRESPONDENCE:

- 3.1.** An email was received from Optima who are looking to purchase land in the area for development of a medical facility. Jeff advised them that he would table it at this meeting, and that we could be interested but only if they could provide a suitable alternative where we could operate. The Committee agreed, so Jeff will confirm this with Optima.

#### 4. FINANCIALS (Les)

**4.1. Treasurer's Report (circulated prior to the meeting - see attached):**

The P & L to 30<sup>th</sup> November is not yet available but will be circulated to the Committee once complete.

Sumo has been appointed as our electricity supplier effective 18<sup>th</sup> November.

YTD Table fees (subject to the P & L being finalized) were \$38412 compared with \$38596 for the same period last year.

One of our term deposits matures on 10<sup>th</sup> January, and the other one matures in June. Les asked if funds were needed to be put aside for any major expenses anticipated between now and June. As nothing is



## AGENDA ITEM

foreseen, it was agreed to rollover the term deposit in when it matures in January.

Ailsa moved that Les' reports be accepted which Ken seconded.

### **5. BUSINESS ARISING FROM CORRESPONDENCE / PREVIOUS MINUTES**

#### **5.1. Christmas Party:**

- 95 members have registered to attend
- Food organization is under control
- Tables will be left as they are, but members should feel free to rearrange if they wish
- Not important to register to play Bridge. It will be a shortened session and boards will be available

#### **5.2. 2024 Program and Prize Money: The following was discussed and agreed for Ken to finalize the program:**

- Les is comfortable with the same number of prizes as this year with the override that major events are self-funding (as agreed at November's meeting)
- Ken has the red point entitlements
- Team events agreed: 2 for Tuesday am and Thursday sessions; 1 for Monday pm and Friday sessions
- GNOTs Qualifiers: 2 consecutive Monday pm and Tuesday am sessions
- Club Teams, Pairs and Mixed Pairs Championships to be held on Sunday as for the last few years.

***Action needed: Jeff to talk to Bernie Atkins and explain why we did not use his suggestion.***

#### **5.3. Follow up list arising from Ken's absence:**

- Jeff and Ken to meet and agree Ken's contract ASAP
- Julie to provide Ken with a list of things that needed Ken's input while he was absent

### **6. NEW BUSINESS**

#### **6.1. Suggestion box:**

Suggestion received that pens be purchased which are difficult to keep. This follows on from a situation recently where there were no pens at the Club. A significant number of pens have since been purchased for members to use if they forget to bring one. However, the intention is still that members supply their own pen.

#### **6.2. Defibrillator:**

A number of members have asked if the Club should have a defibrillator (AED) and in a discussion with one of our doctor members, it was suggested that it was probably a good idea. The advice is that they are now available with step by step prompts so that user training is not so

## AGENDA ITEM

critical. Approximate cost would be \$2000. Ailsa advised that she had done some preliminary research, so it was agreed that Ailsa would make further enquiries re the options and costs.

**Action: Ailsa to contact potential providers for further information. It was agreed that the unit should be mounted on the wall in a visible location.**

### 6.3. Chairs

Ken recommended that we purchase enough chairs for 22 tables so that everyone participating in a congress has a comfortable chair. Agreed.

### 6.4. 3-week events

Ken advised that he has some concerns re the decision to make 3-week events the best of 4 weeks, namely that it will almost certainly guarantee that the top players come 1<sup>st</sup>, 2<sup>nd</sup> and 3<sup>rd</sup>. However, it was agreed to stick with the decision made at the November meeting – i.e. to trial the proposal for 2024.

## 7. GENERAL BUSINESS:

### 7.1. Repairs and Maintenance:

Jeff advised that the door on the driveway side has been replaced due to rot and that arrangements have been made to repair the lock on the kitchen window. Jeff will also arrange to have the back door fixed so that it does not bang.

**8. NEXT MEETING:** Tuesday 9/01 at 1:30pm

**9. MEETING CLOSE:** The meeting concluded 2:20 pm

## CONFIRMED TO BE A TRUE RECORD OF THE MEETING

Moved by:	Ken Wilks
Seconded by:	Vivien Martin
Signed by:	Jeffrey Smith
Date:	9.1.24



Newcastle Bridge Club – Treasurer's Report for December meeting

It is too early for the bank reconciliation to 30<sup>th</sup> November to be completed so the P&L to November will be prepared later in the month and forwarded to the committee at that time.

The interest income will increase in January 2024 (\$2800) and June, 2024 (\$3825) when the term deposits mature. We had received an email from Red Energy (7<sup>th</sup> September 2023) saying that our electricity rates would increase from 1<sup>st</sup> October 2023, and I have examined alternative suppliers via the Government's website "Energymadeeasy" and advise that our supplier is now Sumo, from 18<sup>th</sup> November.

Subject to the bank reconciliation being completed **Table Fees** to the end of November are \$38412 compared to \$38596 for last year.

**Funds** at end of November (accessed online from ANZ) - cheque account \$11391 Online saver account \$10384

Greater Bank Deposit \$70000 for 12 months at 4.00% pa (matures 10<sup>th</sup> January 2024). Do we need to set aside any of the \$70000 for repairs, replacements etc between now and 30<sup>th</sup> June 2024?

Greater Bank Deposit \$85000 for 12 months at 4.5% pa (matures 30<sup>th</sup> June 2024).