



NEWCASTLEBRIDGE

The Newcastle Bridge Club Incorporated ABN 16 405 302 022

COMMITTEE MEETING MINUTES

For meeting held Tuesday 09/01/2024



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Committee Meeting Agenda

Location:	NBC	Date:	Tuesday 09/01/2024
Chair:	Jeff Biddlecombe	Time:	1:30 pm
AGENDA			
1. Apologies: Christine Chandler, Angela Jeffs, Peter Peterson			
2. Minutes of previous meeting dated 05 December 2023			
3. Correspondence			
4. Financials (Les) 4.1. Treasurer's report (circulated) 4.2. P & L (circulated)			
5. Business arising from correspondence and previous minutes 5.1. Christmas party – feedback, etc 5.2. 2024 Program and prize money 5.3. Defibrillator (refer discussion document circulated) 5.4. Player behaviour – Peter's plan to address sessions 5.5. Potluck Partners – reconsider? 5.6. Catering roster for the year			
6. New Business 6.1. Suggestion box contents 6.2. Australia Wide Knock Out Teams 6.3. Changes to the Laws of Bridge 2024 (Peter) 6.4. Blue tokens (Ken) 6.5. UHMP (Ken) 6.6. Wednesday standby player (Vincia)			
7. General Business 7.1. Funeral notifications (Vincia) 7.2. Items left behind at the Club			
8. Notes for future meeting agendas			
9. Next Meeting: Tuesday 06 February 2024 at 1:30pm			



The Newcastle Bridge Club Incorporated ABN 16 405 302 022

COMMITTEE MEETING MINUTES: January 2024

Location:	Newcastle Bridge Club	Date:	09/01/2024
Chair:	Jeff Biddlecombe	Time:	1:30 pm
Attendees:	Jeff Biddlecombe, Les Brien, Julie Butel (minute taker), Caroline Carey, Ailsa Kearney, Vincia Martin, Ken Wilks.		

AGENDA ITEM

1. WELCOME AND APOLOGIES

Jeff opened the meeting at 1:30 pm.

Apologies: Christine Chandler, Angela Jeffs, Peter Peterson

2. MINUTES OF PREVIOUS MEETING (05/12/2023)

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

3. CORRESPONDENCE:

- 3.1.** No correspondence received since the last meeting that needed to be tabled.

4. FINANCIALS (Les)

4.1. Treasurer's Report and P&L for 6 months to December 2023 (circulated prior to the meeting and attached)

The P&L for the 6 months to December 2023 shows a loss of \$2732 compared to a loss last year of \$280.

\$56 was deducted from our bank account by the bank without adequate details. Julie is pursuing the issue as it relates to a deposit made by her in Ken's absence.

One of our term deposits matures on 10th 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 foreseen, it was agreed to rollover the principal and deposit the interest in the cheque account.

Les moved that his reports be accepted which Ken seconded.

AGENDA ITEM

5. BUSINESS ARISING FROM CORRESPONDENCE / PREVIOUS MINUTES

5.1. 2023 Christmas Party

It was agreed that the event was a success with approximately 90 members attending. Overall, feedback was very positive.

A special acknowledgement was made to Angela Jeffs, who arranged all the catering. Also acknowledged were those who had assisted with purchases and collection of food on the day.

The entertainment provided by Fran Klumpes and her crew was very well received and all agreed that it created a festive mood for the day.

It was agreed that we would do something similar this year with Saturday 14/12 being set as a tentative date.

For next time:

- Agree the schedule for the day – i.e. start time (entertainment, food); set time for start of the Bridge session and include in communication re the event
- Allow less food / person (demographics!)

5.2. 2024 Program and Prize Money

The program is now completed and the full year's events are now in the calendar on our website.

Caroline is preparing an ongoing 2-monthly calendar of events for posting on the notice board.

5.3. Defibrillator (refer discussion document and recommendation previously circulated by Ailsa)

All agreed with Ailsa's recommendation to proceed to purchase a HeartSine Fully Automatic Defibrillator (\$1595). All the training modules are available online as well as a link to a You Tube channel for training videos.

It was agreed to locate the equipment on the wall at the front of the Club room using a bracket (which Ailsa will source). It was agreed that a cabinet is not needed given the security of the building.

Ailsa was thanked for the work she did to get to this decision.

5.4. Player Behaviour

Peter circulated a document prior to the meeting detailing the proposed content and timeframe to address sessions about Player Behaviour.

Topics to be covered include postmortems, general demeanour, laws on hesitation and the protocols for asking what an opponent's bid means. Peter proposed to split the topics into two and cover half at each regular session in one week, then follow up with the remaining topics a few weeks later.

All were in agreement with Peter's proposal but requested that the Supervised Play session be included, as this is where bad habits can start to develop.

AGENDA ITEM

5.5. Potluck Partners

To be discussed at the March meeting.

5.6. Catering Roster for the year (special weekend events)

Ailsa tabled a template of events that require catering throughout the year. As agreed at an earlier meeting, the intention is to seek volunteers from Club members so that the task is not left to the same people.

Action: Julie to forward the template to Caroline so that a suitable poster can be prepared for the noticeboard.

6. NEW BUSINESS

6.1. Suggestion box:

Nothing received since the last meeting.

6.2. Australia Wide Knockout Teams

Some of our members who participated in the Australia Wide Knock Out Teams events (online) in 2023 won the event. The members entered on their own accord and paid the entry fee of \$60 per person. The Club received \$940 in prizemoney. It was agreed to split the money and pay it to the four members of the winning team.

6.3. Changes to the Laws of Bridge 2024

Peter circulated a note prior to the meeting detailing changes to the Laws of Bridge:

"Two changes to the Laws of Bridge came into effect on 1 Jan 2024. The wording of Law 73 has been strengthened; players **must** not take advantage of inadvertent unauthorised information. Deliberate transmission of unauthorised information = reprehensible conduct (aka cheating), which is dealt with in Law 89".

Peter advised that he had circulated the memo from NSWBA to all Directors with an explanation and commented that the changes are unlikely to impinge on normal Club play or Directing.

6.4. Blue Tokens

The current white tokens replaced blue tokens in July 2020 following an increase in Table Fees when the Club reopened after the first COVID shutdown. It was agreed that members have had sufficient time to use up their blue tokens and that the blue tokens would not be able to be redeemed after the end of February.

Action: Julie to email members advising that blue tokens will not be accepted from 01 March 2024.

6.5. Under Hundred Master Points Competition (UHMP)

The UHMP will be run in 2024 but details are yet to be finalised.

Last year we paid the \$2 per player entry fee. It was agreed that we would run the event again this year as well as pay the entry fee. It was also agreed that we need to provide more information to members prior to the event.

AGENDA ITEM

There is the opportunity to run a local final (as there was last year), but at this stage, the feeling is that we will not.

Action: Ken to program the club event once further details are available.

6.6. Wednesday Stand By Player

It was recommended that the standby player be deleted from the Wednesday session effective from the end of January 2024 as the facility is rarely required. It can be reinstated if the demand arises in the future.

Action: Ken to email members, advise the standby players concerned and update the website.

7. GENERAL BUSINESS:

7.1. Funeral Notifications

The question was raised if we should be doing more to inform members about funeral arrangements for members who have died. It was agreed that it can be difficult to have access to the relevant information in a timely manner.

Action: Vincia agreed to do further research.

7.2. Items Left Behind at the Club

The number of items left behind at the Club has accumulated since the last clean up. It was agreed to put all the items in a container at the back of the Club room and advise members via email that anything unclaimed at the end of February will be donated to a charity.

Action: Julie (gather items and send email)

8. NEXT MEETING: Tuesday 6/02 at 1:30pm

9. MEETING CLOSE: The meeting concluded 2:45 pm

CONFIRMED TO BE A TRUE RECORD OF THE MEETING

Moved by:	Ken Wilks
Seconded by:	Aaron
Signed by:	John Wilks
Date:	6.2.24

Newcastle Bridge Club – Treasurer's Report for January meeting

P & L for 6 months to December 2023 shows a loss of \$2732, compared to a loss last year of \$280. See excel file "P&L months of 24 year", sheet DECEMBER 23. An estimate has been made for depreciation at the rate of \$500 per month. The actual amount will be processed by the Accountants at year end. The bank charges amount of \$56.00 represents an amount in dispute with the bank regarding a deposit made. Julie is currently pursuing this matter with the bank. Cleaning includes an amount of \$729.00 for the chairs and carpet. Socials includes the expenses for the Christmas party. The NSWBA affiliation fee has been significantly increased as previously advised.

The interest income will increase in January 2024 (\$2800) and June 2024 (\$3825) when the term deposits mature.

Also see **Table Fees** exercise showing table fees to end of recent months: a weekly average, which has decreased compared to July to September, and an estimate for the year.

Funds at end of December:

Cheque account \$9852

Online saver account \$10394

Greater Bank Deposit \$70000 for 12 months at 4.00% pa (matures 10th January 2024).

Do we need to set aside any of the \$70000 for repairs, replacements etc between now and 30th June 2024?

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

We have received an amount \$940.00 from the ABF which represents prize money for the knock out teams competition, which requires consideration regarding disbursement.

Newcastle Bridge Club
12 Young Road Broadmeadow 2292

Profit & Loss [With Last Year]
July 2023 To December 2023

	This Year	Last Year	TY - LY
	TY	LY	
Income			
<i>Competitions</i>			
Congress	\$33.60	\$0.00	33.60
Weekend Club Events	\$732.00	\$454.00	278.00
Hosting Events	\$1,652.00	\$1,164.59	487.41
<i>Memberships</i>			
Subscriptions	\$6,205.00	\$7,540.00	-1335.00
<i>Table Fees</i>			
Monday Supervised Play	\$2,980.00	\$2,210.00	770.00
Monday Afternoon	\$5,574.00	\$5,530.00	44.00
Tuesday Morning	\$10,896.00	\$9,970.00	926.00
Tuesday Night	\$3,506.00	\$4,078.00	-572.00
Wednesday	\$2,272.00	\$3,246.00	-974.00
Thursday Supervised Play	\$410.00	\$0.00	410.00
Thursday Morning	\$9,580.00	\$8,530.00	1050.00
Friday	\$5,580.00	\$5,386.00	194.00
Saturday	\$3,154.00	\$3,110.00	44.00
Total Table Fees	\$43,952.00	\$42,060.00	1892.00
Board Dealing	\$957.00	\$1,122.00	-165.00
Hall Hire	\$60.00	\$60.00	0.00
Lessons	\$418.75	\$0.00	418.75
Sundry Receipts	\$20.00	\$0.00	20.00
Gain on Disposal of Assets	\$10.00	\$0.00	10.00
Total Income	\$54,040.35	\$52,400.59	\$1,639.76
Expenses			
Accounting Fees	\$2,200.00	\$2,200.00	0.00
Bank Charges	\$56.00	\$0.00	56.00
Card Dealing	\$665.00	\$528.00	137.00
Cleaning	\$8,341.00	\$7,645.00	696.00
Consumables	\$2,956.04	\$2,337.25	618.79
General Expense	\$296.00	\$54.95	241.05
Printing, Stationery & Postage	\$2,570.89	\$3,376.71	-805.82
Prize Money	\$2,438.00	\$2,830.00	-392.00
Refreshments	\$2,370.12	\$1,615.26	754.86
Socials	\$2,580.75	\$582.13	1998.62
Subscriptions / Membership	\$0.00	\$50.00	-50.00
<i>Competitions</i>			
Congress	\$104.00	\$100.78	3.22
Other Competitions	\$2,051.61	\$1,645.35	406.26
<i>Employment Expenses</i>			
<i>Wages</i>			
Office Staff	\$4,592.35	\$5,139.08	-546.73
Superannuation	\$485.99	\$510.14	-24.15
Non Playing Director	\$5,040.00	\$5,530.00	-490.00
<i>Fees & Levies</i>			
Affiliation (NSWBA)	\$5,200.00	\$2,850.00	2350.00
Capitation (ABF)	\$0.00	\$93.60	-93.60
Masterpoints	\$552.25	\$1,113.09	-560.84

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12 Young Road Broadmeadow 2292

Profit & Loss [With Last Year]
July 2023 To December 2023

	This Year	Last Year	TY - LY
	TY	LY	
<i>Repairs & Maintenance</i>			
R&M Air Conditioning	\$360.00	\$180.00	180.00
R&M Building	\$439.47	\$449.45	-9.98
R&M Equipment	\$1,167.56	\$1,198.54	-30.98
R&M Grounds	\$231.00	\$231.00	0.00
<i>Utilities</i>			
Electricity	\$1,261.65	\$1,079.20	182.45
Rates - Land / Water	\$6,202.28	\$6,859.31	-657.03
Telecommunications	\$1,348.66	\$1,676.18	-327.52
<i>Computer Systems</i>			
Events Calendar	\$271.83	\$170.50	101.33
MYOB Essentials	\$57.50	\$60.00	-2.50
Web Site	\$0.00	\$744.83	-744.83
Depreciation	\$3,000.00	\$2,775.00	225.00
Total Expenses	\$56,839.95	\$53,625.35	\$3,214.60
Operating Profit/(Loss)	\$2,799.60	\$1,224.76	\$1,574.84
<i>Other Income</i>			
Interest Income	\$67.86	\$136.27	-68.41
Investment Income	\$0.00	\$808.41	-808.41
Sundry Income	\$0.00	\$0.00	0.00
Total Other Income	\$67.86	\$944.68	-876.82
Net Profit/(Loss)	\$2,731.74	\$280.08	\$2,451.66

Table fees to -		Weeks to	Wkly Avg	Est for Yr
July	7,396.00	4	1849	96148
August	15752.00	9	1750	91012
September	22766.00	13	1751	91064
October	29354.00	17	1727	89789
November	38412.00	22	1746	90792
December	43952.00	26	1690	87904
January				
February				
March				
April				
May				
June				

Membership at	April 2024	April 2023	2022
Home members		247	253
Alternate members		28	?
Total		275	