



The Newcastle Bridge Club Incorporated ABN 16 405 302 022

COMMITTEE MEETING MINUTES

For meeting held Tuesday 14/05/2024



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COMMITTEE MEETING AGENDA

Location:	Newcastle Bridge Club	Date:	14 May 2024
Chair:	Jeff Biddlecombe	Time:	1:30pm

1. Apologies: Angela Jeffs, Peter Peterson
2. Minutes of previous meeting dated 9th April 2024
3. Correspondence 3.1. Email from NSWBA re State Wide Pairs (1-7 August) 3.2. Email re NSW State Seniors Championship 28 May to 31 May 2024
4. Financials 4.1. Treasurer's report 4.2. P & L
5. Business arising from correspondence and previous minutes 5.1. Novice/Restricted Teams Congress - report 5.2. Club Teams Championship (Sunday 26 th May) 5.3. Results of survey re proposed Constitution and By-Laws of BNSW 5.4. Tablecloth laundering
6. New Business 6.1. Suggestion box contents 6.2. June Congress 6.3. Wednesday session starting time 6.4. Recycling (bidding slips issue) 6.5. Office Administrator duties – list, procedures, back up
7. General Business 7.1.
8. Notes for future meeting agendas 8.1. Potluck Partners – kick off in July 8.2. Honour Boards – update after Club Pairs (3/11)
9. Next meeting: Tuesday, 11th June at 1:30pm



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COMMITTEE MEETING MINUTES: May 2024

Location:	Newcastle Bridge Club	Date:	14/05/2024
Chair:	Jeff Biddlecombe	Time:	1:30 pm
Attendees:	Jeff Biddlecombe, Les Brien, Julie Butel (minute taker), Caroline Carey, Christine Chandler, Ailsa Kearney, Vincia Martin, Ken Wilks.		

AGENDA ITEM

1. WELCOME AND APOLOGIES

Jeff opened the meeting at 1:25 pm.

Apology: Angela Jeffs, Peter Peterson

2. MINUTES OF PREVIOUS MEETING (09/04/2024)

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

3. CORRESPONDENCE:

3.1. Email from NSWBA re State Wide Pairs

The State Wide Pairs competition will be held in the week 1-7 August. It is a single session face to face event. All participating clubs play the same hands, analysis of each board is provided to each player, and prizes are awarded to the top placegetters. The entry fee is \$5 per player (additional to table fees).

Action: Vincia will mention it to the Monday afternoon session players to see if there is any interest in participating. We need a minimum of 4 tables to participate in the event.

3.2. Email re NSWBA State Seniors' Championships

The event is being held at the Central Coast Leagues Club 28-31 May. Entries close 18th May. The brochure is on display at NBC.

4. FINANCIALS (Les)

4.1. P & L and Treasurer's Report (to end of April) – see attached

Les tabled the P & L for the period ending April 2024.

The YTD result is essentially line ball (loss of \$16) which is improvement on last year (loss of \$2400). However, there are some timing differences between this year and last year.

There has been a steady increase in Table Fees over recent months.

One of our term deposits is due to mature 29/06/24. As there are no foreseen major expenses between now and 10/01/25 when the other term deposit matures, it was agreed to rollover the deposit. At this stage, the interest rate for a 6 month term is better than that for 12 months but Les will monitor until closer to the maturity date.

Ken moved that the reports be accepted which was seconded by Caroline.

AGENDA ITEM

5. BUSINESS ARISING FROM CORRESPONDENCE / PREVIOUS MINUTES

5.1. Novice / Restricted Teams Congress Report – see attached

Vincia had circulated a report prior to the meeting.

Numbers were down on last year. One reason could have been the fact that the Anzac Day holiday on the Thursday prior to the Congress resulted in many people electing to take an unofficial long weekend. It was agreed to try and avoid the Anzac Day weekend next year if possible.

Overall, the Congress went well and was enjoyed by participants, many of whom were newer players.

5.2. Club Teams Championship (Sunday 26th May)

At this stage 6 teams have registered so the event will go ahead.

5.3. Results of Survey re Proposed Constitution and By-Laws for BNSW

A post on the NSWBA website advised that the results of the survey showed that there was strong support for the proposals for voting rights and representation on Council and have been adopted without alteration.

However, the proposal to require clubs to separate affiliation and capitation fees from the remainder of member fees was opposed by the majority of clubs and has not been adopted. Nonetheless, clubs “are encouraged to ensure transparency by informing members of the fees paid by the club to the ABF and Bridge NSW on their behalf”.

The next phase in the separation process is the approval by the ABF of Bridge NSW Ltd as the constituent association of the ABF for NSW expected at the ABF AGM on 24th May, with separation expected soon after.

5.4. Tablecloth Laundering

The current roster will finish in June.

An email will be sent to members requesting volunteers for the next 12 months. It was also agreed to get a quote to have the tablecloths laundered by a local laundrette, which Ailsa agreed to do.

6. NEW BUSINESS

6.1. Suggestion box

A suggestion was received to have a Team T-shirt Thursday (or similar). Jeff agreed to speak to the originator and get him to put his proposal to the Thursday players at the start of the session.

6.2. June Congress

Sponsorship for the event has been confirmed and registrations for both days are coming in slowly. Playing cards will need to be ordered as it is a 2-day event. Dealing also needs to be organized.

6.3. Wednesday Session Starting Time

The question of starting time was put to the session last week and the majority want it to remain at 10:00 am. Some regulars indicated that they would not play if the time was changed to 9:30am.

6.4. Recycling (bidding slips issue)

Some members are scrunching the bidding slips. However, there is no guarantee that this will solve the issue of them blowing away when the bins are emptied. It was agreed that there is not much we can do as it is difficult to get members to engage with the management of rubbish.

AGENDA ITEM

6.5. Office Administration Procedures

Ken has now documented procedures for everything he does except membership renewals (which he will do at the end of the year as he goes through the process).

The next step is to allocate a back-up person for each of the jobs.

Action: Ken to circulate the list of procedures so that names can be put against each procedure as the back-up.

7. GENERAL BUSINESS:

7.1. Dealing Machines

The dealing machines continue to cause issues due to misdealing, despite being serviced. The cause of the issue is unknown.

Paul Lavings has a different machine and it may be an option to trial it should the problem with our machines continue. Ken will continue to monitor the situation in conjunction with Graham Woods. It was agreed to purchase a new machine if necessary as dealing is a crucial part of our operations.

7.2. Hand Sanitizer

The question was raised whether we need to continue to have hand sanitizer available at tables. Most agreed that the availability of hand sanitizer is still important. However, no decision was reached re who is responsible for sourcing it.

7.3. Winter Hygiene

Concerns have been raised that some members are presenting at the club with coughs, etc and are not necessarily following good hygiene practices.

Action: An email will be sent to members similar to the one sent last winter as a reminder of what is expected.

8. NEXT MEETING: Tuesday 11th June at 1:30pm

9. MEETING CLOSE: The meeting concluded at 2.25 pm

CONFIRMED TO BE A TRUE RECORD OF THE MEETING

Moved by:	Ken Wilkie
Seconded by:	Vincent Martin
Signed by:	JK Biddlestone
Date:	11.6.24

Newcastle Bridge Club – Treasurer's Report for May meeting

P & L for 10 months to April 2024 shows a loss of \$16 compared to a loss last year of \$2421. Please note that an account for the Director of the Restricted /Novice Congress has not been received as yet; the Congress income includes \$500 sponsorship for the June Congress – not invoiced until May 2023 for the 2023 Congress; and last year's income and expenses for the Restricted/Novice Congress were mainly recorded in May 2023.

See excel file "P&L months of 24 year", sheet April 24.

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. Variations for cleaning, insurance, socials, affiliation, R&M building, rates and web site mentioned in January and February reports.

NB interest income of \$3825 to be received on 29/6/24.

Also see **Table Fees** exercise showing table fees to end of recent months; a weekly average, which has steadily improved over recent months; and an estimate for the year.

Funds at end of April:

Cheque account \$9977

Online saver account \$10438

Greater Bank Deposit \$69997.50 for 12 months at 5.10% pa - matures 10th January 2025

Greater Bank Deposit \$85000 for 12 months at 4.5% pa - matures 29th June 2024.

Do we need to set aside any of the \$85000 for repairs; replacements etc between July, 2024 and January, 2025?

Newcastle Bridge Club
12 Young Road Broadmeadow 2292
Profit & Loss [With Last Year]
July 2023 To April 2024

	This Year	Last Year	TY - LY
	TY	LY	
Income			
Competitions			
Congress	\$2,213.60	\$0.00	2213.60
Weekend Club Events	\$1,012.00	\$606.00	406.00
Hosting Events	\$1,652.00	\$1,164.59	487.41
Memberships			
Subscriptions	\$9,750.00	\$9,545.00	205.00
Table Fees			
Monday Supervised Play	\$5,600.00	\$3,830.00	1770.00
Monday Afternoon	\$9,414.00	\$9,364.00	50.00
Tuesday Morning	\$19,668.00	\$17,572.00	2096.00
Tuesday Night	\$6,286.00	\$7,040.00	-754.00
Wednesday	\$4,628.00	\$5,074.00	-446.00
Thursday Supervised Play	\$410.00	\$50.00	360.00
Thursday Morning	\$17,120.00	\$14,378.00	2742.00
Friday	\$9,750.00	\$8,388.00	1362.00
Saturday	\$7,016.00	\$5,206.00	1810.00
Total Table Fees	\$79,892.00	\$70,902.00	\$8,990.00
Board Dealing	\$1,614.00	\$1,849.80	-235.80
Hall Hire	\$140.00	\$60.00	80.00
Lessons	\$390.85	\$1,082.40	-691.55
Sundry Receipts	\$40.00	\$20.00	20.00
Gain on Disposal of Assets	\$10.00	\$0.00	10.00
Total Income	\$96,714.45	\$85,229.79	\$11,484.66
Expenses			
Accounting Fees	\$2,200.00	\$2,200.00	0.00
Card Dealing	\$1,241.00	\$936.00	305.00
Cleaning	\$12,961.00	\$12,553.75	407.25
Consumables	\$4,982.31	\$3,764.27	1218.04
Insurance	\$6,797.00	\$5,467.00	1330.00
General Expense	\$296.00	\$54.95	241.05
Printing, Stationery & Postage	\$3,912.50	\$4,731.60	-819.10
Prize Money	\$3,858.00	\$3,798.00	60.00
Refreshments	\$3,608.42	\$2,650.65	957.77
Socials	\$2,885.70	\$947.71	1937.99
Subscriptions / Membership	\$0.00	\$50.00	-50.00
Competitions			
Congress	\$784.00	\$0.00	784.00
Other Competitions	\$2,171.61	\$1,645.35	526.26
Employment Expenses			
Wages			
Office Staff	\$8,676.10	\$8,263.12	412.98
Superannuation	\$1,659.12	\$1,470.39	188.73
Non Playing Director	\$8,260.00	\$8,890.00	-630.00
Fees & Levies			
Affiliation (NSWBA)	\$5,200.00	\$2,850.00	2350.00
Capitation (ABF)	\$5,061.20	\$4,128.00	933.20
Masterpoints	\$1,863.59	\$1,627.54	236.05

July 2023 To April 2024			
	This Year	Last Year	TY - LY
	TY	LY	
Repairs & Mtce			
R&M Air Conditioning	\$540.00	\$180.00	360.00
R&M Building	\$1,554.48	\$449.45	1105.03
R&M Equipment	\$1,328.15	\$1,607.09	-278.94
R&M Grounds	\$429.00	\$423.00	6.00
Utilities			
Electricity	\$1,780.14	\$1,829.56	-49.42
Rates - Land / Water	\$9,278.69	\$10,082.92	-804.23
Telecommunications	\$2,147.42	\$2,118.38	29.04
Computer Systems			
Events Calendar	\$271.83	\$170.50	101.33
Microsoft 365	\$139.00	\$129.00	10.00
MYOB Eentials	\$99.50	\$100.00	-0.50
Pianola	\$600.00	\$600.00	0.00
Web Site	\$41.25	\$744.83	-703.58
Depreciation	\$5,000.00	\$4,625.00	375.00
Total Expenses	\$99,627.01	\$89,088.06	\$10,538.95
Operating Profit/(Loss)	(\$2,912.56)	(\$3,858.27)	\$945.71
Other Income			
Interest Income	\$2,885.95	\$178.39	2707.56
Investment Income	\$10.31	\$1,258.59	-1248.28
Total Other Income	\$2,896.26	\$1,436.98	\$1,459.28
Net Profit/(Loss)	(\$16.30)	(\$2,421.29)	\$2,404.99

Table fees to -	Weeks to Wkly Avge 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	52980.00	31	1709	88870
February	60868.00	35	1739	90432
March	69826.00	39	1790	93101
April	79892.00	44	1816	94418
May				
June				

Membership at		April 2024	April 2023	2022
Home members	1	255	247	253
Alternate members		38	28	?
Total		293	275	
1 April 2024 includes 6 life members				

Novice and Restricted Congress Report 2024

Held on April 28th the Congress attracted only 14 teams, 8 were Novice teams and 6 Restricted. Unlike last year, the club did not provide lunch but participants seemed happy to bring their own and there were many donations of cakes and slices so the catering arrangements were fine.

Director Peter Petersen did a great job running the day smoothly. It was very much a team effort with all of you and many members contributing to the day.

Winners in the Restricted Section were the Biddlecombe team, Jeff Biddlecombe, Peter Stanmore, Ailsa Kearney and Les Brien with Runners up the Waudby team (June and John Waudby, Graham Gammage and Grant Woods.

In the Novice section the Oehm (Tess Oehm, Tess Lewis, Mary Russo and Mary Mahoric) team was placed first and the Greene team (PamGreene, Jenny Ralph, Scott Grout and David Bruno Carrero) from Toronto were placed second.

Best Unplaced Newcastle team were the Pockney team, (Peter Pockney, Libby Haydon, Catherine Raftos and Alison Sykiotis). Thanks to Giles and Caroline for taking and posting the pictures of the winners promptly on our Website and Facebook.

This year there were fewer teams overall and fewer visiting teams. One problem was that the Anzac Day holiday led to an unofficial long weekend. Some people were interested but not free that Sunday.

Issues and Comments

Scheduling: Is there a better time than the end of April? As well as the Anzac Day holiday occurring at this time, it is very close to the start of publicity for our June Congress. Perhaps we could look at dates later in the year.

Partnerships/Teams: Having to find 4 people for the team was difficult for many people. While teams is a fun day with more chance of winning red points it is more difficult to organize.

Link from our Website: It was good to have a direct link from our website to the Congress.

Finances: With numbers down on last year the prizes were less generous. We awarded \$680 in prizes compared to \$1720 last year. Prizes for first place were \$90 per player compared to this year \$50.

Generally, the Congress went well with many participants expressing their enjoyment of the day. The Congress aims to introduce newer players, especially novices to Congress participation. It is particularly welcomed by the newer players who work and so have limited access to club games. It is pleasing to see some take part in Congresses in other parts of the zone.

Vincia Martin

13 May 2024