



NEWCASTLEBRIDGE

The Newcastle Bridge Club Incorporated ABN 16 405 302 022

COMMITTEE MEETING MINUTES

For meeting held Tuesday 12/11/2024



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COMMITTEE MEETING AGENDA

Location:	Newcastle Bridge Club	Date:	12 November 2024
Chair:	Jeff Biddlecombe	Time:	1:30pm

1. Apologies:

2. Minutes of previous meeting dated 08 October 2024

3. Correspondence

3.1.

4. Financials

4.1. Treasurer's report

4.2. P & L

4.3. Greater Bank Business Access Account

5. Business arising from correspondence and previous minutes

5.1. Christmas Party

5.2. Potluck Partners 24/11

5.3. Update Honour Boards

5.4.

6. New Business

6.1. Potluck Partners 2025

6.2. Thursday Supervised Sessions 2025

6.3. 2025 Program

6.4. Beginners Lessons 2025

6.5. Club Pairs Championship report

6.6. Congress administration in 2025 (My ABF)

7. General Business

7.1. Suggestion box contents

7.2.

8. Next meeting: Tuesday 10 December at 1:30pm

COMMITTEE MEETING MINUTES: November 2024

Location:	Newcastle Bridge Club	Date:	12/11/2024
Chair:	Jeff Biddlecombe	Time:	1:30 pm
Attendees:	Jeff Biddlecombe, Jenny Bissett, Les Brien, Julie Butel (minute taker), Christine Chandler, Ailsa Kearney, Vincia Martin, Peter Peterson, Ken Wilks.		

AGENDA ITEM
1. WELCOME AND APOLOGIES

Jeff opened the meeting at 1:30 pm.
No apologies

2. MINUTES OF PREVIOUS MEETING (08/10/2024)

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

3. CORRESPONDENCE:

No correspondence had been received that needed discussion or action.

Jeff congratulated Ken Wilks and Rosalie Broughton for winning both the Teams and Pairs events at the Armidale Bridge Club Congress on 9-10 November. Congratulations Ken and Rosalie!

4. FINANCIALS (Les)
4.1. Treasurer's Report for the November meeting (see attached)

Les gave an overview for the YTD ended October 31st, noting that October had been a good month. Profit for the period was \$5612 compared to a loss of \$43 for the same period last year but cautioned that there may be changes due to timing of some expenses.

Table fees are up 18% on last year with significant increases noted for Monday supervised play (up 55%) and Saturday (up 75%). Prize money was up 45%.

An invoice of \$5300 has just been received from BNSW for affiliation charges (not included in the YTD numbers). This is a slight increase on last year's charge (\$5200) which was twice that of the previous year.

Our term deposits are maturing in December and January. As no large expenses are anticipated in the next 6 months, it was agreed to roll the deposits over for a further 6 months once they mature. The interest rate is expected to be 4.7%.

4.2. P & L (see attached)

Les recommended that his report and P&L be adopted which was seconded by Ken.

4.3. Greater Bank Business Access Account

Les recommended that the Club establish a Business Access Account with Greater Bank to be operated as follows:

AGENDA ITEM

- A deposit of \$500.00 be made to this account when established.
- Visa debit cards to be issued to **Jeffrey Biddlecombe, Kenneth William Wilks** and **Ailsa Margaret Kearney**. (See agreed action below for additional cards).
- These debit cards are to be used to make purchases in store or online for and on behalf of the Club. They are not to be used for cash withdrawals.
- The receipts for these purchases are to be given to Ken as soon as possible after the purchase has been effected.
- **Kenneth William Wilks, Leslie Allan Brien** and **Julie Anne Butel** are to be signatories to **this account only** and be given online access to the account to ensure all receipts are available for all transactions on the account.
- Each week the amount of the total expenses will be transferred from the ANZ cheque account to the Business Access account.
- A record of card holders is to be set up and maintained.

Agreed action: It was agreed to proceed as per Les' recommendation. It was also agreed that **Christine Louise Chandler** and **Cheryl Mayne Pletz** be given cards as they make regular purchases for the Club.

5. BUSINESS ARISING FROM CORRESPONDENCE / PREVIOUS MINUTES

5.1. Christmas Lunch

Numbers are required by Darby Street Meats by the end of next week.

Action: Email members advising that the cut-off date is Monday 18/11 (Julie)

Julie and Ailsa will work together to agree what needs to be purchased and action. Additional assistance will be needed on the day.

5.2. Potluck Partners

The last event for the year will be held on Sunday 24/11 as agreed at the last meeting.

Action: Send a reminder email to members (Julie)

5.3. Honour Boards Update

Vincia advised that the details have been sent to the supplier.

6. NEW BUSINESS

6.1. Potluck Partners 2025

It was agreed to hold the session on the last Sunday of the month but there will be no session in January, April or December.

6.2. Thursday Supervised 2025

This session has just been introduced so it is too early to know how it will go. It was agreed to play it by ear based on registrations.

6.3. 2025 Program

The general parameters for the 2025 Program were discussed and agreed.

It was decided to continue to use the best of 4 session results for 3-week events as it has been this year.

We will again apply to host the GNOT Regional Final but will hold off applying to run the Country Teams Regional Final for now.

6.4. Beginners Lessons 2025

The next lessons will commence on Thursday 6th March. They will run for 9 weeks plus 3 weeks practice. Prices will be the same as for this year (\$10/lesson, \$25 for the booklet). Dates for the second lot of lessons are not yet available.

Action: Ken to update the website.

AGENDA ITEM

6.5. Club Pairs Championship Report

Peter presented a report on the Club Pairs Championship which was held on Sunday 3/11. 10 pairs competed in the event with Michael Simes and Paul McGrath the winners. The top pairs qualified to go to the State Pairs Final but none were available to attend.

Peter commented that for a club with approximately 300 members, it was disappointing that only 10 pairs competed. Peter recommended that both Club Teams and Club Pairs Championships be promoted as gala events and that the Restricted Pairs Championship be reinstated to reflect the high percentage of members that are in this category. It should be played on the same day as the open event but preferably in a separate section. It should also have its own Honour Board.

Peter's recommendation was accepted and the details will need to be sorted out. The Regulations have already been set out.

6.6. Congress Administration in 2025 (My ABF)

From now on, all congresses have to be administered within My ABF. A key decision is the payment method available to enter a congress, which needs to be set up in My ABF. The options are direct debit, My ABF credit (no option to deselect), cash and/or cheque on the day. It was agreed to allow all options except for cheque payment.

6.7. Membership Fees

As agreed and advised at the AGM, membership fees will increase for next year. Ken queried how much a new member should be charged if they join in October 2025. As ABF charges \$10 and BNSW \$20 for October memberships, it was agreed that the charge should be \$30 to cover these charges. If someone joins in November/December, the charge would only be \$10 as no BNSW charge applies in these months. Ken's recommendation was accepted.

It was noted that the Information Sheet re membership requires updating as it specifies that a prospective member needs to have played in 3 sessions at the Club before applying to become a member. We have not been enforcing this ruling so it was agreed to update the sheet accordingly along with any other out of date information.

Action: Ken to update the Information Sheet.

7. GENERAL BUSINESS:

7.1. Suggestion Box: Nothing received since the last meeting.

8. NEXT MEETING: Tuesday 10 December at 1:30pm

9. MEETING CLOSE: The meeting concluded at 2:35pm

CONFIRMED TO BE A TRUE RECORD OF THE MEETING

Moved by:	KEN WINKS
Seconded by:	Jenny
Signed by:	J. K. Winks
Date:	10.12.24

Newcastle Bridge Club – Treasurer's Report for November 2024 meeting

P & L for 4 months to October 2024 shows a result of \$5612 profit compared to a loss of \$43 last year. See excel file P&L months of 25 year, sheet OCTOBER 24. An estimate has been made for depreciation at the rate of \$450 per month. The actual amount will be processed by the Accountants at year end. This result may be a bit misleading because Printing etc is down by \$1407 and Other Competitions is down by \$1355 compared to last year, which may be because of timing issues. Please note that interest of \$2240.00 will be received in December, and \$3560.00 will be received in January 2025 from our term deposits.

Accounting fees are down because it was agreed with Lambournes that the review that was previously being done was no longer necessary. Prize money is up and I have detailed on the spreadsheet(columns F to I) the amounts paid for each month for this year and last year. Wages; Superannuation and Non playing director are up because of Ken's medical issue last year. R&M Equipment is up as a result of sorting out the dealing machine problems.

Also see **Table Fees** exercise showing table fees to end of the month; a weekly average; and an estimate for the year. October was a good month with the weekly average being \$1948 compared to \$1647 last year.

Funds at end of October – cheque account \$12729 Online saver account \$10503. Greater Bank Deposit \$69997 for 12 months at 5.10% pa(matures 10th January 2025), and \$88825 for 6 months at 5.05% pa(matures 29th December 2024). At the December committee meeting I will need to know if any of the term deposit maturing on 29th December is to be redeemed.

Newcastle Bridge Club 12 Young Road Broadmeadow 2292 Profit & Loss [With Last Year] July 2024 To October 2024				
	This Year		Last Year	TY - LY
	TY		LY	
Income				
Competitions				
Weekend Club Events	\$432.00		\$732.00	(\$300.00)
Hosting Events	\$470.00		\$882.00	(\$412.00)
Memberships				
Subscriptions	\$180.00		\$115.00	\$65.00
Table Fees				
Monday Supervised Play	\$3,142.00		\$2,026.00	\$1,116.00
Monday Afternoon	\$3,406.00		\$3,972.00	(\$566.00)
Tuesday Morning	\$7,776.00		\$7,280.00	\$496.00
Tuesday Night	\$3,004.00		\$2,536.00	\$468.00
Wednesday	\$2,326.00		\$1,680.00	\$646.00
Thursday Morning	\$7,054.00		\$6,094.00	\$960.00
Friday	\$4,096.00		\$3,584.00	\$512.00
Saturday	\$3,818.00		\$2,182.00	\$1,636.00
Total Table Fees	\$34,622.00		\$29,354.00	\$5,268.00
Board Dealing	\$764.00		\$718.50	\$45.50
Hall Hire	\$0.00		\$60.00	(\$60.00)
Lessons	\$100.00		\$418.75	(\$318.75)
Sundry Receipts	\$600.00		\$20.00	\$580.00
Total Income	\$37,168.00		\$32,300.25	\$4,867.75
Expenses				
Accounting Fees	\$935.00		\$2,200.00	(\$1,265.00)
Card Dealing	\$608.00		\$473.00	\$135.00
Cleaning	\$4,840.00		\$5,128.75	(\$288.75)
Consumables	\$2,253.66		\$1,980.32	\$273.34
General Expense	\$56.00		\$296.00	(\$240.00)
Printing, Stationery & Postage	\$973.96		\$2,381.66	(\$1,407.70)
Prize Money	\$2,140.00		\$1,478.00	\$662.00
Refreshments	\$1,491.38		\$1,781.48	(\$290.10)
Socials	\$666.02		\$882.25	(\$216.23)
Subscriptions / Membership	\$0.00		\$0.00	\$0.00
Competitions				
Congress	\$110.86		\$104.00	\$6.86
Other Competitions	\$175.81		\$1,531.61	(\$1,355.80)
Employment Expenses				
Wages				
Office Staff	\$4,098.34		\$2,414.35	\$1,683.99
Superannuation	\$671.27		\$485.99	\$185.28
Non Playing Director	\$3,710.00		\$3,360.00	\$350.00
Fees & Levies				
Capitation (ABF)	\$20.00		\$0.00	\$20.00
Masterpoints	\$723.20		\$552.25	\$170.95
Repairs & Mtce				
R&M Air Conditioning	\$0.00		\$180.00	(\$180.00)
R&M Building	\$39.94		\$218.78	(\$178.84)
R&M Equipment	\$1,205.33		\$678.31	\$527.02
R&M Grounds	\$132.00		\$165.00	(\$33.00)
Utilities				
Electricity	\$730.78		\$817.31	(\$86.53)
Rates - Land / Water	\$3,700.35		\$3,114.80	\$585.55

July 2024 To October 2024			
	This Year	Last Year	TY - LY
Telecommunications	\$469.66	\$463.80	\$5.86
Computer Systems			
MYOB Esentials	\$48.00	\$37.50	\$10.50
Depreciation	\$1,800.00	\$1,665.33	\$134.67
Total Expenses	\$31,599.56	\$32,390.49	(\$790.93)
Operating Profit	\$5,568.44	\$90.24	\$5,658.68
Other Income			
Interest Income	\$43.61	\$46.89	(\$3.28)
Total Other Income	\$43.61	\$46.89	(\$3.28)
Net Profit/(Loss)	\$5,612.05	(\$43.35)	\$5,655.40

Table fees to -		Weeks to	Wkly Avge	Est for Yr
July	9,504.00	5	1901	98842
August	17456.00	9	1940	100857
September	24880.00	13	1914	99520
October	34622.00	18	1923	100019
November				
December				
January				
February				
March				
April				
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