



The Newcastle Bridge Club Incorporated ABN 16 405 302 022

COMMITTEE MEETING MINUTES

For meeting held Tuesday 14/01/2025



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COMMITTEE MEETING AGENDA

Location:	Newcastle Bridge Club	Date:	14 January 2025
Chair:	Jeff Biddlecombe	Time:	1:30pm

1. Apologies:
2. Minutes of previous meeting dated 10 December 2024
3. Correspondence 3.1.
4. Financials 4.1. Treasurer's report 4.2. P & L
5. Business arising from correspondence and previous minutes 5.1. Honour Boards 5.2. 2025 Program 5.3. Aveo proposal 5.4. Maintenance issues
6. New Business 6.1. 2025 Congresses (My ABF) 6.2. Revised Bridge tables layout
7. General Business 7.1. Suggestion box contents 7.2.
8. Next meeting: 11th February 1:30pm

COMMITTEE MEETING MINUTES: January 2025

Location:	Newcastle Bridge Club	Date:	14/01/2025
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	<p>Jeff opened the meeting at 1:30 pm.</p> <p>No apologies</p>
2. MINUTES OF PREVIOUS MEETING (10/12/2024)	<p>Jenny moved that the minutes of the previous meeting be accepted and Ken seconded the motion. Jeff then signed the minutes as a true record of the meeting.</p>
3. CORRESPONDENCE:	
3.1.	No correspondence received since the December meeting that needed to be tabled for discussion.
4. FINANCIALS (Les)	
4.1. P & L (see attached)	
4.2. Treasurer's Report for the December meeting (see attached)	<p>Les gave an overview for the YTD ended December 31. There was a profit of \$9318 for the period compared to a loss of \$2367 the previous year. The turnaround was mainly due to increases in Table Fees, membership fees and interest, and a reduction in expenses. Significant payments due in January include \$7557 for insurance. ABF capitation fees (approximately \$6000) are payable in April.</p> <p>The costs for the Christmas party were finalised and totalled approximately \$1200 (\$12 per attendee). Table fees foregone on the day amounted to \$512.</p> <p>December was another good month for Table Fees – the weekly average was \$1835 compared to \$1385 the previous year.</p> <p>One of our term deposits matured on 29th December with interest of \$2248.98 received. The principal and interest were reinvested for a further 6 months at 4.75%p.a. The other term deposit matured on 10th January and the interest (\$3560) and principal were also reinvested at 4.75% p.a. for 6 months.</p> <p>The Greater Bank Business Access Account has now been established, and the debit cards have been received and issued. The cards are only to be used to pay for goods and services for and on behalf of the Club. A record of card holders has been set up and will be maintained as necessary.</p> <p>Les moved that his report and P&L be accepted which was seconded by Ken.</p>

AGENDA ITEM

5. BUSINESS ARISING FROM CORRESPONDENCE / PREVIOUS MINUTES

5.1. Honour Boards

Vincia advised that she has made several attempts to contact Purnell Trophies without success. She will keep on trying.

Ken agreed to ask Lings Trophies if they provide this service the next time he is there.

Action: Vincia to continue to try and make contact with Purnell.

5.2. 2025 Program

Ken raised the following points re the 2025 Program:

- Club Pairs Championship is scheduled for Sunday 31/8 so no Potluck session has been scheduled for August
- The date for the September Potluck session clashes with Tomaree Bridge Club's Team event. It was decided to schedule a Potluck session anyway and cancel it if there are insufficient registrations.
- UHMP event: It was agreed to proceed as for previous years with the Club paying the entry fee

Peter requested that an email be sent to all members with a list of the important Club events for the year, namely Mixed Pairs Championship, Restricted Congress, Open Congress, Club Teams Championship, Club Pairs Championship (to include Restricted Pairs Championship) and GNOTs qualifying events.

Action agreed: Send an email to members with the dates for the above events and ask Caroline to prepare a poster for the notice board (Julie).

5.3. Aveo Proposal

Jeff advised that the Aveo support for a competition day will be on a Tuesday in February. The format will be that the Aveo representative will give a short (5 minute) spiel re Aveo and its community work at the start of the session, then provide light refreshments. An invitation will be given for 10 volunteers who are not currently residents at Aveo to attend a lunch and site tour.

Action: Jeff to liaise with Aveo to agree a date.

5.4. Maintenance Issues

The stormwater drains in the carpark area are full of leaves and other debris.

Action: Jeff to discuss with Saving Time to see if the drains can be part of their regular maintenance service.

6. NEW BUSINESS

6.1. 2025 Congresses (My ABF)

Ken gave a reminder that congresses must be set up in My ABF – there is no other option. Intending participants in a congress need to register in the event via My ABF, so therefore need to be set up in My ABF.

It was agreed that we would produce brochures for our congresses as we have done in the past. Payment options will be cash on the day or via My ABF credits (must be an option).

Actions:

- **Set up both Congress in My ABF (Julie)**
- **Liaise with Caroline to develop the brochures (Vincia)**

It was also noted that instructions on how to register for My ABF may be needed for those members who do not regularly participate in Congresses.

AGENDA ITEM	
6.2. Revised Bridge Table Layout	<p>A suggestion was received to change the layout of tables so that there are 3 rows of 6 tables. The 3 excess tables would be stored in the shed. After discussion, it was agreed that the new layout would not be implemented as the benefits of doing so were not apparent.</p> <p>Action: Jeff to advise the proposer.</p>
7. GENERAL BUSINESS:	
7.1. Suggestion Box:	Nothing received since the last meeting.
8. NEXT MEETING:	Tuesday 11 February at 1:30pm
9. MEETING CLOSE:	The meeting concluded at 2:25pm

CONFIRMED TO BE A TRUE RECORD OF THE MEETING

Moved by:	Vincia Brown
Seconded by:	Peter Fitzgerald
Signed by:	Jeff Williams
Date:	11.2.25

Newcastle Bridge Club – Treasurer's Report for January 2025 meeting

P & L for 6 months to December 2024 shows a result of \$9318 profit compared to a loss of \$2367 last year. See excel file P&L months of 25 year, sheet DECEMBER 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.

The \$11686 turnaround from last year is mainly as a result of increased subscriptions(\$2625); increased table fees(\$6408); reduced expenses (\$1230); and increased interest (\$2245). Please note that \$7557 will be paid in January for insurance, and the ABF capitation fees of approximately \$6000 will be payable in April.

The costs for the Christmas party were about \$1200 (approximately \$12 per head on the basis of 100 attendees), and 64 people played that day for free, which meant table fees foregone of \$ 512. On the basis of equity for the membership as a whole, perhaps this year a token could be made available for people that do not attend the party and the usual table fees apply for the afternoon session.

Member subscriptions received to 31/12/2024 are \$8900 compared to \$6275 received to 31/12/2023, which could be earlier payment than last year, and some new members.

Interest of \$2248.98 was received on the term deposit that matured on 29th December , and the principal and interest were reinvested for 6 months at 4.75% pa. Please note that interest of \$3560 will be received in January 2025 from our other term deposit.

Also see **Table Fees** exercise showing table fees to end of the month, a weekly average and an estimate for the year. December was a good month with the weekly average being \$1835 compared to \$1385 last year.

Funds at end of December – cheque account \$13464 Online saver account \$10523. Greater Bank business access account \$500

Greater Bank Term Deposit - expected to be \$73567 for 6 months at 4.75% pa (matures 10th July 2025), and \$91073 for 6 months at 4.75% pa (matures 29th June 2025).

Greater Bank Business Access Account.

The account has now been established, and a deposit of \$500 made on 12th December. The debit cards have been received and distributed to the nominated people.

The debit cards attached to this account are only to be used to pay for goods and services for and on behalf of the club.

Not to be used for cash withdrawals.

Receipts are to be given to Ken/Julie as soon as possible.

If a card holder expects to make a relatively large payment, they should contact Ken/Julie beforehand to ensure there will be sufficient funds in the account to cover their transaction.

Each week the total expenses paid for from this account will be reimbursed from the ANZ cheque account.

A record of card holders has been set up and is to be maintained.

Newcastle Bridge Club 12 Young Road Broadmeadow 2292				
Profit & Loss [With Last Year] July 2024 To December 2024				
	This Year		Last Year	TY - LY
	TY		LY	
Income				
Competitions				
Congress	\$0.00		\$33.60	(\$33.60)
Weekend Club Events	\$746.00		\$732.00	\$14.00
Hosting Events	\$470.00		\$1,652.00	(\$1,182.00)
Memberships				
Subscriptions	\$8,900.00		\$6,275.00	\$2,625.00
Table Fees				
Monday Supervised Play	\$4,676.00		\$2,980.00	\$1,696.00
Monday Afternoon	\$4,876.00		\$5,574.00	(\$698.00)
Tuesday Morning	\$10,960.00		\$10,896.00	\$64.00
Tuesday Night	\$4,398.00		\$3,506.00	\$892.00
Wednesday	\$3,118.00		\$2,272.00	\$846.00
Thursday Supervised Play	\$428.00		\$410.00	\$18.00
Thursday Morning	\$10,744.00		\$9,580.00	\$1,164.00
Friday	\$5,628.00		\$5,580.00	\$48.00
Saturday	\$5,532.00		\$3,154.00	\$2,378.00
Total Table Fees	\$50,360.00		\$43,952.00	\$6,408.00
Board Dealing	\$1,065.00		\$957.00	\$108.00
Hall Hire	\$0.00		\$60.00	(\$60.00)
Lessons	\$100.00		\$418.75	(\$318.75)
Sundry Receipts	\$680.00		\$20.00	\$660.00
Gain on Disposal of Assets	\$0.00		\$10.00	(\$10.00)
Total Income	\$62,321.00		\$54,110.35	\$8,210.65
Expenses				
Accounting Fees	\$935.00		\$2,200.00	(\$1,265.00)
Bank Charges	\$0.00		\$56.00	(\$56.00)
Card Dealing	\$872.00		\$665.00	\$207.00
Cleaning	\$7,150.00		\$8,341.00	(\$1,191.00)
Consumables	\$3,404.94		\$2,956.04	\$448.90
General Expense	\$56.00		\$296.00	(\$240.00)
Printing, Stationery & Postage	\$2,305.50		\$2,570.89	(\$265.39)
Prize Money	\$2,988.00		\$2,646.00	\$342.00
Refreshments	\$2,275.54		\$2,370.12	(\$94.58)
Socials	\$1,902.81		\$2,580.75	(\$677.94)
Competitions				
Congress	\$110.86		\$104.00	\$6.86
Other Competitions	\$475.81		\$2,051.61	(\$1,575.80)
Employment Expenses				
Wages				
Office Staff	\$6,452.09		\$4,592.35	\$1,859.74
Superannuation	\$671.27		\$485.99	\$185.28
Non Playing Director	\$5,390.00		\$5,040.00	\$350.00

Profit & Loss [With Last Year]				
July 2024 To December 2024				
	This Year		Last Year	TY - LY
	TY		LY	
Fees & Levies				
Affiliation (NSWBA)	\$5,300.00		\$5,200.00	\$100.00
Capitation (ABF)	\$20.00		\$0.00	\$20.00
Masterpoints	\$788.50		\$552.25	\$236.25
Repairs & Mtce				
R&M Air Conditioning	\$0.00		\$360.00	(\$360.00)
R&M Building	\$39.94		\$439.47	(\$399.53)
R&M Equipment	\$808.65		\$1,167.56	(\$358.91)
R&M Grounds	\$231.00		\$231.00	\$0.00
Utilities				
Electricity	\$1,213.94		\$1,261.65	(\$47.71)
Rates - Land / Water	\$6,888.49		\$6,202.28	\$686.21
Telecommunications	\$2,092.84		\$1,348.66	\$744.18
Computer Systems				
Events Calendar	\$170.50		\$271.83	(\$101.33)
MYOB Eentials	\$72.00		\$57.50	\$14.50
Depreciation	\$2,700.00		\$2,498.00	\$202.00
Total Expenses	\$55,315.68		\$56,545.95	\$1,230.27
Operating Profit/(Loss)	\$7,005.32		\$2,435.60	\$9,440.92
Other Income				
Interest Income	\$2,313.40		\$67.86	\$2,245.54
Sundry Income	\$0.00			\$0.00
Total Other Income	\$2,313.40		\$67.86	\$2,245.54
Net Profit/(Loss)	\$9,318.72		(\$2,367.74)	\$11,686.46

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	43022.00	22	1956	101688
December	50360.00	26	1937	100720
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