



The Newcastle Bridge Club Incorporated ABN 16 405 302 022

# **COMMITTEE MEETING MINUTES**

**For meeting held Tuesday 18/03/2025**



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## COMMITTEE MEETING AGENDA

<b>Location:</b>	Newcastle Bridge Club	<b>Date:</b>	18 March 2025
<b>Chair:</b>	Jeff Biddlecombe	<b>Time:</b>	1:30pm

<b>1. Apologies:</b> Peter Peterson
<b>2. Minutes of previous meeting dated 11 February 2025</b>
<b>3. Correspondence</b> 3.1. Email from BBO (Bridge Base Online) re online offer
<b>4. Financials</b> 4.1. Treasurer's report 4.2. P & L
<b>5. Business arising from correspondence and previous minutes</b> 5.1. Aveo 5.2. NBC Congresses – updates 5.3. Funeral communication – update 5.4. Honour boards update
<b>6. New Business</b> 6.1. Catering for Sunday events 6.2. Mixed Pairs Championship Report 6.3. Wednesday afternoon supervised session - communication 6.4. Recycling – focus on one item each month? 6.5. Potluck – process to pair players
<b>7. General Business</b> 7.1. Suggestion box contents 7.2. Doors in ladies toilets
<b>8. Next meeting: 8<sup>th</sup> April 1:30pm</b> Agenda item: Lessons (Intermediate)

**COMMITTEE MEETING MINUTES: March 2025**

<b>Location:</b>	Newcastle Bridge Club	<b>Date:</b>	18/03/2025
<b>Chair:</b>	Jeff Biddlecombe	<b>Time:</b>	1:30 pm
<b>Attendees:</b>	Jeff Biddlecombe, Jenny Bissett, Les Brien, Julie Butel (minute taker), Christine Chandler, Ailsa Kearney, Vincia Martin, Ken Wilks.		

**AGENDA ITEM**
**1. WELCOME AND APOLOGIES**

Jeff opened the meeting at 1:30 pm.

Apologies: Peter Peterson

**2. MINUTES OF PREVIOUS MEETING (11/02/2025)**

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 BBO (Bridge Base Online)** re offer to help set up online competitions for our members. It was agreed that at this stage, there is probably insufficient interest by our members for this initiative. It could be an option if we are unable to offer enough supervised sessions for new members, or if there was a temporary closure of the club (as during COVID).

**Action: Treat as information only at this stage; forward email to committee.**

- 3.2. Letter from member re Aveo presentation** (received prior to the event).

There was a discussion about the appropriateness of the presentation as a consequence of this correspondence. It was agreed that any request received by the committee, is and will be fully considered and a decision reached based on the merits and consideration of any potential concerns by members. A response will be sent to the member after circulation and ratification by the committee now that the presentation has been made.

**4. FINANCIALS (Les)**

- 4.1. P & L (see attached)**

- 4.2. Treasurer's Report for the March meeting (see attached)**

Les gave an overview for the YTD ended February 28.

There was a profit of \$8921 for the period compared to a loss of \$3541 in the previous year. The turnaround of \$12462 was mainly due to increased player participation, membership subscriptions and interest. ABF capitation fees (approximately \$6000) will be payable in April.

Les advised that \$4000 had been transferred from the cheque account to the online saver account. He proposed that unless it is needed to cover forecasted expenses, it



## AGENDA ITEM

be added to one of the term deposits when they are next renewed. A decision will be made in June.

**Ken moved that the report and P&L be accepted which was seconded by Jenny.**

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

#### 5.1. Aveo presentation

The Aveo presentation (approximately five minutes) was made prior to the Tuesday morning session. Food was provided by Aveo and the presenter stayed throughout the session to chat with any interested members. There was a form available for anyone wishing to participate in a lucky draw for a hamper.

There is now a form at the front desk for anyone wishing to participate in a tour of the Aveo facility at Shortland Waters (including a light lunch), on Wednesday 9<sup>th</sup> April.

#### 5.2. NBC Congresses - update

**a) Restricted / Novice Congress:** 21 teams have now registered and most of the TBAs have now been resolved. Some members have had problems setting up a My ABF account.

**Still to do:**

- Score books
- Envelopes for payment on the day
- Prize money (including labels)
- Volunteers (baking, kitchen assistance). A form is now on the noticeboard.

**b) June Congress:** TBIB sponsorship has been confirmed so the Congress brochure can be finalized as well as the congress details on My ABF.

Vincia flagged that she may be away in the few weeks leading up to the Congress but Julie advised that she could assist with enquiries, if needed.

#### 5.3. Communication re passing of members

Vincia advised that the member who had raised the concern is not interested in taking this on. Julie mentioned the LMYC process and said that we could email members if the family had contacted us with details and were happy for us to communicate them.

Ailsa's dedication to the task of sending cards to family members was acknowledged.

#### 5.4. Honour Boards

The update of the Honour Boards is now complete. The supplier has agreed to do the next update free of charge due to the issues we had this time.

### 6. NEW BUSINESS

#### 6.1. Catering for Sunday events

A few hiccups were encountered prior to the Mixed Pairs Championship as some things had not been purchased. Ailsa agreed to liaise with the committee members responsible for sourcing items prior to each event.

#### 6.2. Mixed Pairs Championship: Report

Peter Peterson was an apology for the meeting, but reported as follows prior to the meeting: *"The Club Mixed Pairs Championship was held on Sunday 9 March, with a field of 14 pairs. The new Mixed Pairs Champions are Pam Robinson and Roy Hardy. (As an aside it may be worth noting that Roy Hardy's name appears as one of the first winners of a Club Championship in 1969, and will appear as a 2025 winner, 56 years later, a significant span of achievement!) I would also like to express my thanks and appreciation to Ailsa and Julie for providing the after-session snacks, which provide an opportunity for players to relax and chat after the competition.*

*With thanks. Peter"*



## AGENDA ITEM

### 6.3. Wednesday afternoon supervised session

Following the recent introduction of a supervised session on Wednesday afternoons, a request was made that the Committee be advised when changes such as this are made.

### 6.4. Recycling

A suggestion was made that we focus on which bin to put one thing in each month – e.g. teabags should not be put in the recycle bin. While it was agreed that our efforts to improve sorting of waste have mostly been without success, there was no decision to support the proposal.

The recycling bins were not put out this week and they are full. This is the responsibility of the cleaners. Jeff also commented that the recycled waste including the plastic bin liners had been put in the recycling bins. Ken advised that he had reminded the cleaners to put the bins out and that there is a calendar for bin collection in the office.

### 6.5. Potluck

- **Pairing of players:** A query was raised re the process to partner players in the Potluck sessions – i.e. are we aiming to pair less experienced players with better players for mentoring? If so, are the experienced players OK with this.  
**Action: It was agreed to sound out participants at the next Potluck session.**
- **Roster:** As it appears that Potluck will be an ongoing activity, there is a need for a roster, as well as more volunteer directors. Jenny advised that the directors exam can be completed online (via email) with self-paced learning available via resources available at Bridge NSW. However, it should be noted that Bridge NSW encourages completion of a Director's Course, a number of which are run throughout the year.

## 7. GENERAL BUSINESS:

**7.1. Suggestion Box:** There was nothing received since the last meeting.

**7.2. Doors in ladies toilets:** The hinges on two doors in the ladies toilets need attention. Ian van Altena has done a temporary fix so that the doors now close, but a more permanent solution is needed.

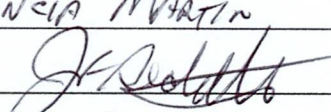
**Action: Ken will discuss with Ian**

## 8. NEXT MEETING: Tuesday 8<sup>th</sup> April at 1:30 pm

**Agenda item: Intermediate lessons in 2025**

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

## CONFIRMED TO BE A TRUE RECORD OF THE MEETING

<b>Moved by:</b>	Les Brian
<b>Seconded by:</b>	Vinca Martin
<b>Signed by:</b>	
<b>Date:</b>	8 - 4 - 2025

## **Newcastle Bridge Club – Treasurer's Report for March 2025 meeting**

**P & L** for 8 months to February 2025 shows a result of \$8921 profit compared to a loss of \$3541 last year. See excel file P&L Months of 25 year, sheet FEB 25. 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 \$12462 turnaround from last year is mainly as a result of increased subscriptions(\$1200); increased table fees(\$7338); and increased interest (\$3051). Please note that the ABF capitation fees of approximately \$6000 will be payable in April.

Also see **Table Fees** exercise showing table fees to end of the month; a weekly average; and an estimate for the year.

**Funds** at end of February – cheque account \$3405 & Online saver account \$14544. Greater Bank business access account \$418

Greater Bank Term Deposits - \$73579 for 6 months at 4.75% pa(matures 10<sup>th</sup> July 2025), and \$91073 for 6 months at 4.75% pa(matures 29<sup>th</sup> June 2025).



<b>Newcastle Bridge Club</b> 12 Young Road Broadmeadow 2292				
<b>Profit &amp; Loss [With Last Year]</b> <b>July 2024 To February 2025</b>				
	This Year		Last Year	TY - LY
	TY		LY	
<b>Income</b>				
<b>Competitions</b>				
Congress	\$120.00		\$33.60	\$86.40
Weekend Club Events	\$938.00		\$1,012.00	(\$74.00)
Hosting Events	\$470.00		\$1,652.00	(\$1,182.00)
<b>Memberships</b>				
Subscriptions	\$10,540.00		\$9,340.00	\$1,200.00
<b>Table Fees</b>				
Monday Supervised Play	\$6,498.00		\$4,230.00	\$2,268.00
Monday Afternoon	\$6,556.00		\$7,350.00	(\$794.00)
Tuesday Morning	\$15,064.00		\$15,016.00	\$48.00
Tuesday Night	\$5,702.00		\$4,792.00	\$910.00
Wednesday	\$4,324.00		\$3,284.00	\$1,040.00
Thursday Supervised Play	\$428.00		\$410.00	\$18.00
Thursday Morning	\$14,230.00		\$13,124.00	\$1,106.00
Friday	\$7,474.00		\$7,758.00	(\$284.00)
Saturday	\$7,930.00		\$4,904.00	\$3,026.00
<b>Total Table Fees</b>	<b>\$68,206.00</b>		<b>\$60,868.00</b>	<b>\$7,338.00</b>
Board Dealing	\$1,425.00		\$1,293.00	\$132.00
Hall Hire	\$0.00		\$60.00	(\$60.00)
Lessons	\$100.00		\$110.85	(\$10.85)
Sundry Receipts	\$680.00		\$20.00	\$660.00
Gain on Disposal of Assets	\$0.00		\$10.00	(\$10.00)
<b>Total Income</b>	<b>\$82,479.00</b>		<b>\$74,399.45</b>	<b>\$8,079.55</b>
<b>Expenses</b>				
Accounting Fees	\$935.00		\$2,200.00	(\$1,265.00)
Card Dealing	\$1,176.00		\$969.00	\$207.00
Cleaning	\$9,757.00		\$10,651.00	(\$894.00)
Consumables	\$4,643.10		\$4,006.21	\$636.89
Insurance	\$7,557.00		\$6,797.00	\$760.00
General Expense	\$136.00		\$296.00	(\$160.00)
Printing, Stationery & Postage	\$3,231.41		\$3,827.76	(\$596.35)
Prize Money	\$3,100.00		\$2,946.00	\$154.00
Refreshments	\$2,989.74		\$2,897.69	\$92.05
Socials	\$2,049.71		\$2,832.50	(\$782.79)
<b>Competitions</b>				
Congress	\$110.86		\$104.00	\$6.86
Other Competitions	\$2,034.81		\$2,171.61	(\$136.80)
<b>Employment Expenses</b>				
Wages Office Staff	\$7,600.72		\$6,625.15	\$975.57
Superannuation	\$1,375.62		\$843.94	\$531.68
Non Playing Director	\$6,510.00		\$6,860.00	(\$350.00)
<b>Fees &amp; Levies</b>				
Affiliation (NSWBA)	\$5,300.00		\$5,200.00	\$100.00
Capitation (ABF)	\$30.00		\$46.20	(\$16.20)

Profit & Loss [With Last Year] July 2024 To February 2025				
	This Year		Last Year	TY - LY
	TY		LY	
Masterpoints	\$1,507.73		\$1,265.05	\$242.68
<b>Repairs &amp; Mtce</b>				
R&M Air Conditioning	\$163.64		\$360.00	(\$196.36)
R&M Building	\$319.94		\$1,490.47	(\$1,170.53)
R&M Equipment	\$823.65		\$1,328.15	(\$504.50)
R&M Grounds	\$363.00		\$330.00	\$33.00
<b>Utilities</b>				
Electricity	\$1,180.00		\$1,780.14	(\$600.14)
Rates - Land / Water	\$9,604.49		\$8,794.28	\$810.21
Telecommunications	\$2,327.82		\$1,913.04	\$414.78
<b>Computer Systems</b>				
Events Calendar	\$170.50		\$271.83	(\$101.33)
Microsoft 365	\$179.00		\$0.00	\$179.00
MYOB Essentials	\$96.00		\$77.50	\$18.50
Pianola	\$600.00		\$600.00	\$0.00
Depreciation	\$3,600.00		\$ 3,330.67	\$269.33
<b>Total Expenses</b>	<b>\$79,472.74</b>		<b>\$80,815.19</b>	<b>(\$1,342.45)</b>
<b>Operating Profit/(Loss)</b>	<b>\$3,006.26</b>		<b>(\$6,415.74)</b>	<b>\$9,422.00</b>
<b>Other Income</b>				
Interest Income	\$5,915.33		\$2,864.24	\$3,051.09
Investment Income	\$0.00		\$10.31	(\$10.31)
<b>Total Other Income</b>	<b>\$5,915.33</b>		<b>\$2,874.55</b>	<b>\$3,040.78</b>
<b>Net Profit/(Loss)</b>	<b>\$8,921.59</b>		<b>(\$3,541.19)</b>	<b>\$12,462.78</b>
<b>Table fees to -</b>		<b>Weeks to</b>	<b>Wkly Avge</b>	<b>Est for Yr</b>
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	59852.00	31	1931	100397
February	68206.00	35	1949	101335
March				
April				
May				
June				
<b>Membership at</b>		<b>April 2024</b>	<b>April 2023</b>	<b>2022</b>
Home members	1	255	247	253
Alternate members		38	28	?
Total		293	275	
1 April 2024 includes 6 life members				



## Julie Butel

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**From:** Admin Newcastle Bridge Club <admin@newcastlebridge.org>  
**Sent:** Tuesday, 11 March 2025 5:19 PM  
**To:** Julie Butel  
**Subject:** FW: Revenue Made Simple

For discussion at the committee meeting?

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**From:** virtualclubs@bridgebase.com <virtualclubs@bridgebase.com>  
**Sent:** Tuesday, 11 March 2025 2:07 AM  
**To:** Admin Newcastle Bridge Club <admin@newcastlebridge.org>  
**Subject:** Revenue Made Simple

Hi,

I wanted to follow up and share how we can help your club stay active and profitable:

- Offer tournaments and casual games online.
- Earn consistent revenue, even during downtime.
- Keep members engaged and loyal.

### **We make it easy for you:**

- We can organize everything for you, so you can focus on your club
- Or we'll teach you how to do it yourself, with our assistance

It's simple to set up, with full support for your directors and all technical details handled by us. Plus, there's no financial risk for your club.

See what's possible—click below to book a call:

[Book a call](#)

Best regards,  
Manoli Eugen  
**Virtual Clubs Manager**  
BBO – Bridge Base Online