



# NEWCASTLEBRIDGE

The Newcastle Bridge Club Incorporated ABN 16 405 302 022

## COMMITTEE MEETING MINUTES

For meeting held Tuesday 09/12/2025



## COMMITTEE MEETING AGENDA

<b>Location:</b>	Newcastle Bridge Club	<b>Date:</b>	9 December 2025
<b>Chair:</b>	Jeff Biddlecombe	<b>Time:</b>	1:30pm
<b>1. Apologies:</b> James Leitch, Effie Roach			
<b>2. Minutes of previous meeting dated 11 November 2025</b>			
<b>3. Correspondence</b>			
3.1.			
<b>4. Financials</b>			
4.1. P & L to November 2025			
4.2. Treasurer's report for December meeting			
<b>5. Business arising from correspondence and previous minutes</b>			
5.1. Christmas Party			
5.2. Energy Management			
5.3. Suggestions received at AGM – follow up			
5.4. Draft email re Supervised Session to be run concurrently on Tuesday night			
5.5. Dealing machine update			
5.6. NPD: Report and Recommendation (ref. April 2025 Committee meeting minutes item 6.2) <a href="https://newcastlebridge.org/wp-content/uploads/2025/05/Committee-minutes-2025-04-08.pdf">https://newcastlebridge.org/wp-content/uploads/2025/05/Committee-minutes-2025-04-08.pdf</a>			
5.7. Banking – changes required to signatories and access cards			
5.8. CPR and AED Training by Hunter Heart Safe			
<b>6. New Business</b>			
6.1. Student membership			
6.2. Events promotion role			
<b>7. General Business</b>			
7.1. Suggestion box			
7.2. Bridge NSW Congress Discipline and Ethics Committee			
<b>8. Next meeting:</b> Tuesday 13/01/2026			



## COMMITTEE MEETING MINUTES: December 2025

<b>Location:</b>	Newcastle Bridge Club	<b>Date:</b>	9/12/2025
<b>Chair:</b>	Jeff Biddlecombe	<b>Time:</b>	1:30 pm
<b>Attendees:</b>	Jeff Biddlecombe, Jenny Bissett, Les Brien, Julie Butel (minute taker), Kathleen Drew, Ailsa Kearney, Peter Peterson, Ken Wilks.		

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#### 1. WELCOME AND APOLOGIES

Jeff opened the meeting at 1:25 pm..

Apologies: James Leitch, Effie Roach.

#### 2. MINUTES OF PREVIOUS MEETING (11/11/2025)

Jenny moved that the minutes of the previous meeting be accepted and Ken seconded the motion which was agreed by all. Jeff then signed the minutes as a true record of the meeting.

#### 3. CORRESPONDENCE

No correspondence that needed to be discussed was received since the last meeting.

#### 4. FINANCIALS (Les)

##### 4.1. P & L to November 2025 (see attached)

##### 4.2. Treasurer's report for December meeting (see attached)

Les tabled his Treasurer's report for the period ended November 30 and noted that there had been a deterioration in the bottom line since last month's report.

Factors for the deterioration included payment of Bridge NSW affiliation fees, rates and water bills.

Les moved that the P & L and his report be accepted, which was seconded by Jenny and agreed by all present.

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

##### 5.1. Christmas Lunch

The overall response to the lunch was favourable. The number of members who volunteered to help on the day was the best response ever and contributed to the smooth running of the event.

##### 5.2. Energy Management

Jeff reported that there has been some issues with Amber not delivering the service that was promised with respect to managing energy feed to the grid. The issue is due mainly to the demands being made on Amber, and they are

## AGENDA ITEM

working to improve the situation. Jeff has also booked a training session on energy management with the installer.

### **5.3. Follow up to suggestions received at the AGM**

Nothing to report. This item will be held over to a future meeting.

### **5.4. Email re Supervised Session being run on Tuesday night**

A draft email was tabled for review and it was agreed that it could be sent to all members without any changes. ***Julie to action before the next meeting.***

The email should also be sent to the new players who have not yet become members. ***Julie to follow up with Neil Best.***

### **5.5. Dealing machine update**

Ken reported that the machine has been working well since the firmware and software were updated. At this stage, there are no plans to trial an alternative machine.

### **5.6. Non Playing Director (NPD): Report and Recommendation (see attached)**

Peter tabled his report which summarized his review of table numbers, available directors and scorers who regularly attend the Friday session, and he compared the information with sessions where there is currently no NPD (Wednesday and Saturday).

Based on the findings, Peter recommended that there be no NPD for the Friday session from the start of the new year. Discussion ensued and it was generally felt that while some sessions currently do not have an NPD, the objective should be to have one wherever possible as it does facilitate the running of a much smoother session, albeit at a cost. Peter rejected the decision to maintain the status quo and moved his recommendation to have no NPD for the Friday session. ***(Note: Ken refrained from participating in the discussion due to conflict of interest.)*** The vote was one in favour, one abstention (Ken) and 6 against.

Peter concluded the discussion by commenting that the onus was now on those supporting the status quo to work to build up table numbers to make the Friday session financially viable.

### **5.7. Banking – changes required to signatories and access cards**

Julie advised that she has contacted both ANZ and Greater Bank to confirm the steps needed to make the changes agreed at our last meeting. As anticipated, the signed minutes in which the changes were agreed (October's AGM and November's committee meeting) are needed. These are now available so the changes will be progressed. ***Julie to action with Les and Jenny.***

### **5.8. CPR and AED Training by Hunter Heart Safe**

The training session conducted by Hunter Heart Safe on Tuesday 2/12/25 was well attended and well received by the attendees. A suggestion was made by Heart Safe that our AED be made available to the general public. However, it was agreed that we were not prepared to do this and there are other AEDs available close by (e.g. Broadmeadow station).

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### 6. NEW BUSINESS

#### 6.1. Youth Membership Category:

It was suggested that in order to encourage younger members to the club that we introduce a youth membership category.

After discussion, it was agreed to introduce a new membership category. The annual membership would be \$10 and would be applicable to anyone under 18. The usual table fees would apply.

*Note: After the meeting, it was found that Youth players can obtain an ABF player number for free by joining the ABF Youth Bridge Club, with membership expiring on January 1 in the year after the person turns 26. In the light of this new information, it was suggested via email discussion that the decision re the fee for the new membership category be revisited at the January committee meeting.*

#### 6.2. Events Promotion Role

Caroline Carey currently fills the role of promoting our events by preparing brochures, flyers and Facebook posts. Caroline has recently commented that it might be time to think about who could do this going forward.

**Action: Jeff will talk to Caroline with the objective of defining the requirements for the role and agreeing a plan to find and train a replacement.**

### 7. GENERAL BUSINESS:

#### 7.1. Suggestion Box

No suggestions have been received since the last meeting

#### 7.2. Bridge NSW Congress Discipline and Ethics Committee

Peter advised that he has been appointed Chair of Bridge NSW's Congress Discipline and Ethics Committee effective for the next 3 years.

### 8. NEXT MEETING: Tuesday 13/01 commencing at 1:30pm. (note: details re the 2026 Congresses need to be finalised at this meeting so that the events can be posted on the ABF and Bridge NSW websites).

### 9. MEETING CLOSE: The meeting concluded at 2:25 pm

## CONFIRMED TO BE A TRUE RECORD OF THE MEETING:

<b>Moved by:</b>	<i>L Brien</i>
<b>Seconded by:</b>	<i>A Krasavci</i>
<b>Signed by:</b>	<i>J Reddick</i>
<b>Date:</b>	<i>13.1.26</i>

<b>Newcastle Bridge Club</b>			
12 Young Road			
Broadmeadow 2292			
<b>Profit &amp; Loss [With Last Year]</b>			
July 2025 To November 2025			
	<b>This Year</b>		<b>Last Year</b>
	<b>TY</b>		<b>LY</b>
<b>Income</b>			
Competitions			
Weekend Club Events	\$672.00	\$746.00	(\$74.00)
Hosting Events	\$470.00	\$470.00	\$0.00
Memberships			
Subscriptions	\$3,570.00	\$2,325.00	\$1,245.00
<b>Table Fees</b>			
Monday Supervised Play	\$4,834.00	\$3,934.00	\$900.00
Monday Afternoon	\$3,302.00	\$4,098.00	(\$796.00)
Tuesday Morning	\$10,522.00	\$9,408.00	\$1,114.00
Tuesday Night	\$3,476.00	\$3,812.00	(\$336.00)
Wednesday	\$3,202.00	\$2,758.00	\$444.00
Wednesday Supervised Play	\$3,456.00	\$0.00	\$3,456.00
Thursday Supervised Play	\$0.00	\$428.00	(\$428.00)
Thursday Morning	\$9,730.00	\$8,976.00	\$754.00
Friday	\$4,784.00	\$4,868.00	(\$84.00)
Saturday	\$5,004.00	\$4,740.00	\$264.00
Total Table Fees	\$48,310.00	\$43,022.00	\$5,288.00
Board Dealing	\$1,588.00	\$936.00	\$652.00
Hall Hire	\$30.00	\$0.00	\$30.00
Lessons	\$670.30	\$100.00	\$570.30
Sundry Receipts	\$9.09	\$600.00	(\$590.91)
<b>Total Income</b>	<b>\$55,319.39</b>	<b>\$48,199.00</b>	<b>\$7,120.39</b>
<b>Expenses</b>			
Accounting Fees	\$990.00	\$935.00	\$55.00
Card Dealing	\$888.00	\$768.00	\$120.00
Cleaning	\$6,930.00	\$5,995.00	\$935.00
Consumables	\$3,100.16	\$2,834.21	\$265.95
Insurance	\$82.85	\$0.00	\$82.85
General Expense	\$57.00	\$56.00	\$1.00
Printing, Stationery & Postage	\$2,944.13	\$2,280.13	\$664.00
Prize Money	\$2,231.77	\$2,540.00	(\$308.23)
Refreshments	\$2,284.54	\$1,997.20	\$287.34
Socials	\$1,257.61	\$1,214.30	\$43.31
Subscriptions / Membership	\$0.00	\$0.00	\$0.00
Competitions			
Congress	\$136.62	\$110.86	\$25.76
Other Competitions	\$1,752.40	\$475.81	\$1,276.59
Employment Expenses			
Wages			
Office Staff	\$5,302.68	\$5,115.16	\$187.52
Superannuation	\$875.03	\$671.27	\$203.76
Non Playing Director	\$6,600.00	\$4,550.00	\$2,050.00

July 2025 To November 2025			
	This Year	Last Year	TY - LY
	TY	LY	
<b>Fees &amp; Levies</b>			
Affiliation (NSWBA)	\$5,720.00	\$5,300.00	\$420.00
Capitation (ABF)	\$91.20	\$20.00	\$71.20
Masterpoints	\$1,221.39	\$788.50	\$432.89
<b>Repairs &amp; Mtce</b>			
R&M Air Conditioning	\$220.00	\$0.00	\$220.00
R&M Building	\$795.00	\$39.94	\$755.06
R&M Equipment	\$951.48	\$796.15	\$155.33
R&M Grounds	\$198.00	\$198.00	\$0.00
<b>Utilities</b>			
Electricity	\$1,170.73	\$1,213.94	(\$43.21)
Rates - Land / Water	\$6,931.35	\$6,888.49	\$42.86
Telecommunications	\$1,593.38	\$1,566.15	\$27.23
<b>Computer Systems</b>			
Events Calendar	\$170.50	\$170.50	\$0.00
MYOB Essentials	\$60.00	\$60.00	\$0.00
Depreciation	\$3,750.00	\$2,407.50	\$1,342.50
Loss on disposal of NC assets	\$1,250.00	\$708.33	\$541.67
<b>Total Expenses</b>	<b>\$59,555.82</b>	<b>\$49,700.44</b>	<b>\$9,855.38</b>
<b>Operating Profit/(Loss)</b>	<b>\$4,236.43</b>	<b>\$1,501.44</b>	<b>\$2,734.99</b>
<b>Other Income</b>			
Interest Income	\$1,736.54	\$53.85	\$1,682.69
Total Other Income	\$1,736.54	\$53.85	\$1,682.69
<b>Net Profit/(Loss)</b>	<b>(\$2,499.89)</b>	<b>(\$1,447.59)</b>	<b>(\$1,052.30)</b>

Table fees to -

	Weeks to	Wkly Avge	Est for Yr
July	11014.00	5	2203
August	20326.00	9	2258
September	31384.00	14	2242
October	39624.00	18	2201
November	48310.00	22	2196
December			
January			
February			
March			
April			
May			
June			
<b>NB Total table fees for the year ended 30th June 2025</b>			<b>104159</b>

Membership at	June 2025	April 2024	April 2023
Home members	274	255	247
Alternate members	33	38	28
Total	307	293	275

June 2025 includes 6 life members

Newcastle Bridge Club – Treasurer’s Report for December 2025 meeting

**P&L** for 5 months to November 2025 shows a result of \$2499 loss compared to a loss of \$1447 last year. See excel file P&L months of 26 year, sheet NOVEMBER 25. The deterioration of the result from October (profit of \$3423) to November (loss of \$2499) is mainly accounted for by the payment of NSWBA affiliation fees of \$5720 and the payment of rates (NCC \$2831 and HWC \$583). The deterioration of the **Operating** result from 2024 (loss of \$1501) to 2025 (loss of \$4236) is mainly accounted for by the increase in the Non Playing Director expense of \$2050; the extra Depreciation and Loss on disposal of \$1884; and the increase of Other competitions of \$1276. I expect that another \$7000 plus will be received for subscriptions in December and January, but insurance will be payable in January which will probably be \$8000 plus.

An estimate has been made for depreciation at the rate of \$750 per month allowing for the new solar panels and battery installation and likely purchase of new chairs. An allowance has also been made for the loss on disposal of the old solar panels at the rate of \$250 per month. The actual amounts will be processed by the Accountants at year end. There are also some explanations noted in the spreadsheet. Please note that interest of \$1981 will be received in December, and \$1313 will be received in January 2026 from our term deposits.

Also see **Table Fees** exercise showing table fees to end of the month; a weekly average; and an estimate for the year. Table fees are up by 12%.

**Funds** at end of November – cheque account \$9481 Online saver account \$2875 Greater Bank business access account \$785.

Greater Bank Deposit \$63312 for 6 months at 4.15% pa(matures 10<sup>th</sup> January 2026), and \$93231 for 6 months at 4.25% pa(matures 29<sup>th</sup> December 2025).

## Non-playing Director for Friday sessions

At its meeting of 8 April 2025, the Committee discussed the question of whether a non-playing director (NPD) is needed for the Friday morning Bridge session (Item 6.2 New Business). It was decided that I should “look at the Friday session, specifically how many potential directors/scorers regularly attend.”

### Background

The Bridge Club introduced NPDs for three of its sessions: Tuesday morning, Thursday morning and Friday morning. Thursday is a novice session, with no experienced players, which therefore needs an external Director/Scorer. Tuesday has a large attendance, with few experienced players, and sometimes needs parallel sessions.

The NPD was originally required for Friday because of a scarcity of potential Directors and Scorers, which made it impractical to set up a Director/Scorer roster. A side benefit of having a NPD was the ability to run a parallel session competition with an “elite” A-level group. Attendance at Friday sessions has declined, and the special competition is no longer held. The question then remains whether those attending the Friday session are able to direct and score without the assistance of a NPD.

### Data

I surveyed the registrations for Friday sessions from 11 April 2025 to the end of July 2025, a total of 15 weeks of playing sessions. For that time period, I calculated the average number of tables per session, available Directors and available Scorers.

For purposes of comparison, I also surveyed the registrations for Wednesday and Saturday sessions over the same time period. These two sessions were chosen for comparison because they have typically low attendance and do not have a NPD.

Session	No of tables	Available Directors	Available Scorers
Friday	7.2	3	2.8
Wednesday	4.8	2	1.5
Saturday	6.8	3	1

Over the surveyed period, there were no Friday sessions in which there was no potential Director or Scorer among the registered players.

### Factors to consider

- **Equity:** Monday afternoon, Tuesday evening, Wednesday morning and Saturday afternoon sessions are all responsible for directing and scoring their sessions, using the expertise of the players attending. There would need to be a clear differentiating factor to justify treating the Friday session differently.
- **Finance:** The provision of a NPD is a heavy impost on a small attendance. With 7 tables, the table fees bring in \$224; the NPD fee is \$100, almost half the income. (The P/L Report tabled at the last Committee meeting showed that table fees for Friday were \$4062, and the share of NPD fees was \$1800; so the ratio remains constant.)

### Recommendation

On the basis of the above data and associated considerations, I recommend that the role of NPD be discontinued for Friday morning sessions as from the start of 2026, and that Friday session players be informed in advance that they will be responsible for their own directing and scoring.

## **Supplementary Data**

Following a suggestion from Ken, I calculated similar figures for Friday sessions over the 18 weeks from 01 August to 28 November 2025 to obtain more current data.

The number of tables ranged from 4.5 to 10, with the average for 18 weeks being 6.6 tables.

Available directors: 2.6

Available scorers: 2.1

There were 2 weeks in September when there was no player that could identify as a potential scorer.

We would need to get one or two players to volunteer to learn to score.