

# The Canberra Bridge Club Inc.

*President Karen Creet*  
*Secretary Pam Crichton*  
*Treasurer Val Carmody*  
*Manager Val Holbrook/Lesley Gunson*

*6 Duff Place*  
*PO Box 9006*  
*Deakin ACT 2600*  
*Tel 02 6282 2382*  
*Fax 02 6282 2382*  
*email: manager@canberrabridgeclub.com.au*

## MINUTES

**Monday 18 November 2013 at 5.30pm**

Attendance: Karen Creet, Stephen Fischer, Sheila Bird, Mary Tough, Val Carmody, Neil Garvey, Pam Crichton, Tony Marker, Paul Sullivan, Leone Moffat, Pamela McKittrick, Val Holbrook.

Apologies: Sebastian Yuen, Lesley Gunson, Jodi Tutty, Fifine Hutton.

### 1. PREVIOUS MINUTES

It was agreed that the minutes be amended as follows:

Under 5.4.1 it now reads:

Tony and Neil to finalise quotes for the work on the disabled carparking spots surfacing so that we can move as soon as we hear whether we have the grant money or not.

Action items 9 and 10 now read:

Action Item 9: determine status of grant for resurfacing the disabled carparking spots. (Paul, Neil/Tony)

Action Item 10: obtain quotes for patching the holes in the general carpark (Neil/Tony)

MOTION: That the Minutes of 14 October 2013 be accepted as a true record of the meeting. Moved Sheila Bird Seconded Paul Sullivan CARRIED

### 2. BUSINESS ARISING FROM THE PREVIOUS MINUTES

These items were dealt with under the appropriate sections of the agenda.

### 3. MANAGERS' REPORT

A written report was circulated.

### 4. TREASURER'S REPORT

MOTION That the signatories on the Canberra Bridge Club cheque account be Val Holbrook, Lesley Gunson, Val Carmody and Karen Creet, any one to sign. Moved Val Carmody Seconded Mary Tough CARRIED

MOTION That the signatories on the Canberra Bridge Club cash management account be Val Carmody, Karen Creet and Pam Crichton, any one to sign. Moved Val Carmody Seconded Mary Tough CARRIED

MOTION That the Treasurer transfer up to \$75000 from the cash management account into a term deposit. Moved Val Carmody Seconded Mary Tough CARRIED

(Action item 1)

The Treasurer tabled a document showing the club's financial position over ten years, She expressed concern that the CBC has lost about \$7000 income annually as it no longer performs work for the Summer Festival of Bridge. This income needs to be replaced from another source.

## 5. SUB COMMITTEES

### 5.1 Membership and Promotion

5.1.1 Leone tabled a progress report on bequests.

The committee agreed that we should

- appoint a Bequests Officer, who would talk to any interested members confidentially, advising them to consult a solicitor
- develop a form for the website
- add appropriate wording to the membership renewal form
- decide how to name those who would like their donation to be acknowledged (Action item 2)

5.1.2 Paul to report on guidelines for honouring members to December meeting (Action item 3)

5.1.3 Publicity for sponsors:

Karen is creating a form for potential sponsors to explain who we are, what we do and how we would acknowledge sponsors. An individual letter to local businesses and to selected bigger corporates would accompany this form. The need to give feedback to sponsors was stressed (Action item 4)

5.1.4 Come N' Try

Val Holbrook and Jodi have discussed it and Val will do the necessary advertising. The day can be discussed further at the December meeting on Jodi's return. The importance of greeting those attending as they arrive was stressed (Action item 5)

### 5.2 Tournament & Calendar

5.2.1 Sheila suggested that a Butler pairs be held on Thursday mornings alongside the current pairs event. Lesley's concern about possible difficulties for an inexperienced director was acknowledged as a problem that needs to be addressed. A leaderboard based on a pair's best two scores in the month would be maintained, with an annual winner. This event should start in February 2014.

5.2.2 Sheila, in conjunction with Peter Kahler (BFACT Tournament Secretary), suggested that some BFACT events (Women's pairs, Seniors' pairs and Seniors' Butler) could be played on Thursday mornings. BFACT will only charge \$1 (rather than \$3) for these events. After some discussion Sheila agreed to talk to Peter about putting the Women's pairs on Tuesday afternoon (Action item 6)

5.2.3 The draft calendar was circulated. The question of whether the club should be open on Tuesday 23 December and Tuesday 30 December 2014 should be raised in twelve months time with the regular Tuesday night players.

The State Open teams event has been moved earlier in the year in an effort to

attract more players.

The committee liked the format for the calendar that incorporates events month by month but requested that Sheila obtain quotations for the two different formats (Action item 7)

It was agreed that David Hoffman's help on checking members' names in the calendar would still be helpful but it is hoped that the format in which he will receive the information may make the job easier this year.

5.3 Employment & Contracts nothing to report.

5.4 House

5.4.1 Car park: The result of our grant application for resurfacing the disabled area of our car park will be known at the end of December. If the club is successful, the grant will pay half the cost. The club will proceed with the work in any event. It has been decided to accept the quotation (\$8100) for resurfacing the disabled area of the car park from the man Neil knows, as he knows his work and there was only a difference of \$200 in price. The quotation for patching the rest of the car park has not been received. Advance notice of this work must be given to members as the available parking will be less convenient. The week of the Summer Festival would be a good time from the club's perspective. Creating a temporary disabled parking area would be helpful.

5.4.2 the blocked drain under the sink has been cleared.

5.4.3 chairs: it will cost \$190 per chair to recover them commercially, \$415 to buy a new one. This process should be spread over time. It may be possible for members to recover them with material left over from the tablecloths.

5.4.4 the defibrillator (approximate cost \$4000) will be considered in the context of the whole budget.

5.4.5 Food Safety Officer and training: Pamela will look at the documents and ascertain the responsibilities of the CBC under the Act. (Action item 8)

5.5 Congress and Social

5.5.1 Spring Congress: Karen circulated her report on this year's congress. The committee agreed that it should consider this report again next March when planning for the 2014 Spring Congress.

5.5.2 Visit by North American bridge players: Ann Pettigrew circulated a report. The profit was \$1500. Some felt that the charge could be higher another time as some of the cost had to be paid as GST. The committee expressed its gratitude to Ann Pettigrew, Peter Giles, Adrienne Stephens and Val Carmody. Karen thanked the main organisers immediately after the event. Ann thanked the managers for their help.

5.5.3 Melbourne Cup Day went very well. The profit is not known yet.

5.5.4 No-one has yet volunteered to coordinate the two parties on 2 and 4

December. A meeting to discuss what to do will be held on Wednesday 20 November.

#### 5.6 BFACT Representative

5.6.1 Stephen Fischer agreed to be the CBC representative on BFACT.

### 6. CORRESPONDENCE

**In:** 6.1 Smith family sent a circular about organising a Christmas giving tree for them. The committee decided that Lesley will organise a giving tree for Marymead as was done last year. It was suggested that she ask if Marymead could supply an official receipt book so that individuals could donate money also. If this happens, the committee will supervise collection at bridge sessions (Action item 9)

6.2 Ella Beer asked if the CBC would like to help collect money for the Philippines. It was decided that members may have already made donations. CBC policy on charity events and donations needs to be clarified.

6.3 The committee decided that we would not be able to organise an event for the ABF Bushfire Appeal before the 31 December deadline.

6.4 Justine Beaumont suggested that the club provide free biscuits for players rather than the present paying system. It was agreed to look into the cost of this and of lowering the price of the biscuits in the light of the club's financial commitments (Action item 10)

6.5 the Office of Regulatory Services sent the club a document acknowledging our registration for 2013-14.

6.5 An anonymous letter was received complaining that some non-regulars of a high standard of ability and experience played in the red master points event on Friday afternoons in October, thereby lessening the chances of regulars winning red points. The committee agreed that it cannot restrict entry to any open event. The club does hold events for restricted and novice players.

**Out:** nil

### 7. OTHER BUSINESS

7.1 Sebastian away so demonstration of the new CBC website postponed till December meeting (Action item 11)

7.2 Directors' meeting to be held Wednesday 19 November. It was suggested that ongoing training to discuss decisions they have given would be helpful, a form of mentoring, perhaps in online or face to face discussion groups, without which it is hard to improve. Another suggestion was that quieter delivery of decisions would be helpful for players at other tables.

7.2 Volunteers are welcome on Saturday 30 November at 10.30am to decorate the club for Christmas.

### 8. NEXT MEETING

Monday 9 December 5.30pm

Meeting closed at 8.40 pm.

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#### **ACTION ITEMS and Members responsible**

Action item 1: transfer money into a term deposit (Val C)

Action item 2: arrangements for bequests to CBC (Leone)

Action item 3: honouring members (Paul)

Action item 4: approach to sponsors (Karen)

Action item 5: Come N' Try day planning (Jodi)

Action item 6: timing of Women's pairs 2014 (Sheila)

Action item 7: quotations for printing the calendar (Sheila)

Action item 8: our obligations in relation to a Food safety Officer (Pamela)

Action item 9: Marymead donations (Lesley)

Action item 10: pricing of biscuits (?)

Action item 11: demonstration of new CBC website (Sebastian)