

The Canberra Bridge Club Inc.

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MINUTES

Monday 10 February 2014 at 5.30pm

Attendance: Karen Creet, Stephen Fischer, Val Carmody, Pam Crichton, Tony Marker, Leone Moffat, Pamela McKittrick, Lesley Gunson, Fifine Hutton, Mary Tough, Sebastian Yuen, Val Holbrook, Neil Garvey
Apologies: Sheila Bird, Paul Sullivan, Jodi Tutty,

PREVIOUS MINUTES

MOTION: That the Minutes of 9 December 2013 be accepted as a true record of the meeting. Moved Leone Moffat Seconded Pamela McKittrick CARRIED
It was suggested that a list of ongoing items, beyond immediate action items, be attached to the minutes.

1. 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.

ACT Seniors Week event: Fifine and Pam agreed to convene the bridge day on Tuesday 18 March at 10am (Action item 1).

Friday night bridge sessions during the Summer Festival were not viable. This needs to be discussed when the Calendar is being finalised in October.

It was agreed that Pam and Karen should arrange for a letter to go to the gym requesting their patrons not to use our car park (Action item 2).

Chairs: some are in a poor state. New ones, if obtained direct from the firm that makes them in Melbourne, will cost \$300 plus GST plus \$32 each for transport. Another option may be replacing the base. To be discussed further at the March meeting.

Play on Tuesday and Thursday nights during the Gold Coast Congress: a check should be made on how many want to play on those nights.

4. TREASURER'S REPORT

The Treasurer tabled her report.
Val will email the January figures to committee members.

Val has engaged a new insurance broker, TBIB, for the CBC, with increased insurance cover, for a saving of \$1300. The ABF has a policy with TBIB which covers our public liability insurance. Val seeks the squarage area of the building to ensure we have adequate cover for insurance purposes.

Remote access to computer:

MOTION That Bill Tutty be given remote access to the bridge club computer to enable him to continue his IT support more conveniently from home. Moved Val Carmody Seconded Pam Crichton Security was raised as an issue. This would be less of an issue if he only uses his home computer. Val C will check (Action item 3)
CARRIED

Spending Authority Policy:

MOTION That the CBC spending authority guidelines are to be as follows:

(1) CBC manager(s) have authority to pay all general expenditure of a recurring nature, Where an urgent issue arises, eg plumbing, approval is given to spend up to \$500.

(2) All other expenditure is subject to approval by the CBC committee.

(3) In the case of the need for urgent expenditure arising between committee meetings, two of the President, Vice-President, Treasurer, Secretary and Tournament Secretary may approve expenditure up to \$2000. Any monies approved in this fashion will be reported to the Committee at the next Committee meeting.

Moved Val Carmody Seconded Pamela McKittrick CARRIED

A draft budget will be presented to the March meeting (Action item 4)

5. SUB COMMITTEES

5.1 Membership and Promotion

5.1.1 Bequests to CBC: Peter Waight looked at the document but suggested we consult a lawyer who specialises in the area. The committee thought the expense was not warranted, especially as we would advise anyone thinking of this to consult his/her own solicitor. Leone will approach someone to take on the role of Bequest Officer (Action item 5).

5.1.2 Paul will report on guidelines for honouring members at the next meeting (Action item 6)

5.1.3 Sponsors:

Karen gave the committee a form that could be shown to potential sponsors. She is still working on this area (Action item 7).

5.1.4 Come N' Try

Pamela's analysis of the feedback had been circulated. Those who attended enjoyed the day. Jodi is looking into the cost. The day ran at a loss, which is acceptable if the event results in a gain in members. We have been promised \$500 (including GST) from BFACT as a contribution to the cost of advertisements.

Jodi is following up with the participants who do not come to supervised sessions (Action item 8).

MOTION That we accept Di Elliott's offer to undertake a survey to find out why

people leave the club. Moved Karen Creet Seconded Stephen Fischer CARRIED
An associated issue in the club is behavior.

2013 members are financial until the end of February. Val H then gives a list of those who are not financial to the directors and will contact those players to remind them (Action item 9).

5.1.5 David Beauchamp lessons will be held 3-6 July 2014.

The exact amount of the BFACT grant cannot be determined until Karen and David have settled the financial arrangements (Action item 10).

5.2 Tournament & Calendar

The calendar has been printed.

For the Thursday morning Butler pairs the best two scores of a pair in a month count towards the points for the annual prize.

The Thursday morning butler pairs will not be run in the week of the Gold Coast congress.

5.3 Employment & Contracts

The employment and contracts sub-committee (Karen, Sheila, Val C) have had preliminary talks as the contracts of the managers and chief director lapse in the middle of 2014. Members of the committee are welcome to approach Karen with any suggestions they may wish to put to the sub-committee.

5.4 House

5.4.1 Car park: the concreting of the disabled area of our car park has been done. Neil and John Hempenstall will paint the lines when the hot weather abates. After 10 days the concrete was at the appropriate strength and it will be tested again.

The width of the spaces was raised as a concern. The spaces are slightly wider than they were previously and the provision of six at this width seems more helpful to our members than fewer wider spaces.

Concern was expressed about the damage the garbage collection trucks do to our car park. Placing the bins in Bay 1 would mean that the truck would not have to drive in. Neil will get a quotation for the cost of concreting and providing a lip to Bay 1 in the car park (Action item 11)

The patching job will be done in cooler weather. Neil will mark the relevant spots for the contractor.

5.4.2 CBC's Food Safety Officer will be Peter Giles. Val will submit a registration form and we can then assess the government's response (Action item 12).

5.5 Congress and Social

Karen will meet Mary, Leone and Fifine to draw up a program for the next six months (Action item 13).

5.6 BFACT Report

BFACT will meet next Friday.

6. CORRESPONDENCE

6.1 In: 6.1.1 Gordon Henderson: suggesting that a prize be awarded for the Eclectic Pairs. To encourage entries from a wide range of players the prize should be for the

pair closest to a randomly drawn number. Some members liked the idea but prizes would need to be covered by sponsorship. To be discussed again in March. Pam will reply to Gordon (Action item 14).

John Hemenstall: suggesting that the club could save money by volunteers using our dealing machine. This issue needs to be discussed further as it impacts on current contracts. Pam will reply (Action item 15).

6.2 Out

It is thought that Jodi talked to Elizabeth Chisholm about how to better support weaker players,

Karen agreed to respond to Brenda Reynell on the red master points event on Friday afternoons in October (Action item 16).

7. OTHER BUSINESS

7.1 CBC website:

A report had been circulated.

Sebastian agreed to email a list of components of the website to committee volunteers who would check the content before publication of the website.

Sebastian confirmed that email would come through the new web host provider
MOTION That

(1) the CBC purchase web hosting services from Panthur, initially on a monthly basis and then, if successful, for one year

(2) the CBC discontinue the current hosting arrangements with Drewbytes and

(3) the new website be published in the week starting 18 February

Moved Sebastian Yuen Seconded Leone Moffat CARRIED

(Action item 17).

7.2 Master pointing: to be discussed at a later meeting (Action item 18).

7.3 Discussion on ideas for developing and supporting directors postponed to a later meeting

7.4 Disciplinary committee:

Motion That the members of the CBC Disciplinary Committee be Karen Creet, Stephen Fischer, Sheila Bird and Pam Crichton. Moved Karen Creet Seconded Val Carmody CARRIED

7.5 CBC AGM will be held on Tuesday 30 September 2014 at 5.30pm

8. NEXT MEETING

Monday 10 March 2014 5.30pm

Meeting closed at 6.55 pm.

ACTION ITEMS and Members responsible

Action item 1: arrangements for Seniors' bridge day Tuesday 18 March (Fifine and Pam)

Action item 2: Letter to the gym, Fitness First, requesting its patrons not to

use our car park (Karen and Pam)

Action item 3: check that Bill Tutty only plans to access the bridge club computer from his home computer because of security concerns (Val C)

Action item 4: draft budget (Val C)

Action item 5: appointing a bequests officer (Leone)

Action item 6: honouring members (Paul)

Action item 7: sponsors (Karen)

Action item 8: follow up with participants in Come N Try day (Jodi)

Action item 9: follow up with non-renewing members (Val H)

Action item 10: arrangements for David Beauchamp lessons (Karen)

Action item 11: quotation for concreting, with lip, Bay 1 in car park (Neil)

Action item 12: register CBC under the Food Act 2001 (Val H)

Action item 13: Social sub-committee to draw up a six month program (Karen, Mary, Fifine and Leone)

Action item 14: respond to Gordon Henderson (Pam)

Action item 15: respond to John Hempenstall (Pam)

Action item 16: respond to Brenda Reynell (Karen)

Action item 17: new CBC website (Sebastian, Stephen)

Action item 18: check on master pointing (Stephen)

LIST of LONGTERM AGENDA ITEMS

October:

Club closure, eg Friday nights, during the Summer Festival.

Club closure over Christmas, New Year period