



Canberra Bridge Club

Canberra Bridge Club Committee Meeting

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23 April 2025

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1 MEETING OPEN AND ATTENDANCE

1.1 MEETING OPEN

Mary Tough opened the meeting at 14:15.

1.2 ATTENDANCE

Mary Tough (President), Jenny Bergin (Treasurer), Liam Minogue (Secretary), John Brockwell (Tournament Secretary), Barbara Bialowas, Stephen Fischer, Ian Robinson, Malcolm Carter, Steve Geddes.

1.3 APOLOGIES

Alison Russell-French (Vice President), Vanessa Brown.

2 CONFLICTS OF INTEREST

(a) Stephen Fischer may be captaining the Youth Team and be a beneficiary of Youth Team Fundraising;

(b) Steve Geddes is an employee of the CBC.

3 CONFIRMATION OF THE MINUTES OF MEETING 27 MARCH 2025

Some minor amendments added.

MOTION: That the minutes of the meeting 27 March 2025 be accepted as true record of the meeting.

Moved: Mary Tough

Seconded: Barbara Bialowas

CARRIED.

4 ACTION ITEMS ARISING

(Those items not included in any given Sub-Committee)



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4.2 ETIQUETTE MONTH AT THE CBC

There were some minor errors in the bidding article last week regarding the use of unauthorised information and psyches. Steve Geddes will review future articles.

4.3 COMMITTEE CODE OF CONDUCT

Some amendments outstanding before the final version will be signed by Committee Members.

4.4 BOARD DEALING FOR THE ANC

No further information has been received from Laura Ginnan.

5 PRESIDENT'S REPORT

5.1 ACCEPTANCE OF NEW MEMBERS TO THE CBC

This is a new standing item which will be included in the President's report. The new Constitution of the CBC requires the acceptance of new members to the Canberra Bridge Club.

No new members have joined the Club since March 2024.

5.2 TABLE NUMBERS

Table numbers were pleasantly high, especially given the Easter/ANZAC public holidays. Supervised numbers are down compared to last year, but that is a result of the Fundamental Course delaying new Beginners' entry to Supervised.

1 Steve Geddes -to provide attendance details of the Fundamentals/Refresher courses to the

Committee in the form of quarterly reports (End of Quarter).

6 TREASURER'S REPORT

John Brockwell entered the meeting at 14:30.

Key items in the Treasurer's Report:

- (a) some errors in the financial statements as tabled at the meeting which will be corrected;
- (b) capitation fees (as previously mentioned in the last Committee meeting) are paid on a cash basis but will be capitalised before 30 June;
- (c) one term deposit set to expire on 29 April which will be moved to Westpac; (d) draft budget will be presented at the next Committee meeting.

MOTION: The Committee considered the Treasurer's Report for 23 April 2025 and resolved that, in the opinion of the Committee, that CBC is able to pay its debts as and when they fall due and payable.

Moved: Stephen Fischer

Seconded: Liam Minogue

CARRIED.

7 FINANCE SUB-COMMITTEE

Not report.

8 EMPLOYMENT AND CONTRACT SUB-COMMITTEE

8.1 RELIEF RATE FOR TEACHERS

There were more instances of relief teachers than previously understood by the



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Committee. As a result the CBC will pay a relief rate in 2026, but for the remainder of 2025 the CBC will pay the existing teacher rate. New relief teachers may be paid at the relief rate or the existing teacher rate on a case by case basis.

Malcolm Carter joined the meeting at 14:45.

8.2 CHANGE TO WORKPLACE REGULATIONS RE: CASUAL EMPLOYEES

There has been a change to workplace regulations in the ACT regarding the treatment of casual and part-time employees which may have implications for the CBC.

2 - Contract & Employment Sub-Committee to report on changes to workplace regulations re: casual employees.

9 TOURNAMENT SECRETARY'S REPORT

9.1 EASTERN SEABOARD MONDAY NIGHT REALBRIDGE COMPETITION

BFACT has been notified at the last BFACT Committee meeting. No further action required for the CBC.

9.2 GNOT QUALIFYING HEATS

A clarification of the GNOT Qualifying heats winners prize:

(a) Winner – 100% entry paid with first right of refusal;

(b) Second – 50% entry paid if Winner declines entry.

9.3 MASTERPOINTING OF B-GRADE SESSIONS

There are many considerations for the masterpointing level of B-Grade sessions. The CBC will act on advice from the State Masterpoint Secretary, John Donovan that the CBC should award the same masterpoint level to A- and B-Grade sessions.

10 MANAGER'S REPORT

Managers in attendance.

10.2 ELIZABETH ON LEAVE

While Elizabeth is on leave, Steve has been filling in.

10.3 HOURS

Steve recommended the CBC investigate an outsourced accounting service rather than paying him to it, as a matter of efficiency. There is some duplication of hours/effort when both Steve and Elizabeth are in the office.

3 - Steve Geddes to provide a report to the Committee RE: outsourced accounting services (May 2025).

10.4 WORKING WITH VULNERABLE PEOPLE CHECKS

Employees who require a WWVP Check to work at the CBC will have the application fee/cost of the check paid for by the Club.



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11 HOUSE SUB-COMMITTEE

11.1 ELECTRICAL SWITCH BOARD

Two quotes were sought from vendors, per the expenditure policy. The works were not mandatory but the Committee was advised that delaying the works represented a significant risk to Club members' safety. It is the recommendation from the house Committee that works are carried out.

The motion from the last Committee meeting will stand.

11.2 WHITE ANTS

The White Ant tree has been dealt with.

11.3 CHAIRS

Ongoing work. There is a test chair in the Manager's office.

12 EDUCATION SUB-COMMITTEE

12.1 STANDARD PRICING FOR LESSONS

There are two broad categories of lessons at the CBC:

- (a) Beginner/Fundamental/Supervised – expected to make losses; and
- (b) Advancing/Intermediate/Refresher – expected to make profits.

Steve and Jenny are preparing a report for proposed pricing.

4 - Steve and Jenny to prepare a report for Standard Pricing for Lessons (May 2025).

There was brief mention of the Club providing Beginner lessons for ex/current 500 Players which would provide a more streamlined learning experience.

13 PROMOTION & SOCIAL SUB-COMMITTEE

13.1 QUIZ EVENTS

No report.

13.2 EASTER RAFFLES

Approx. \$100 raised.

14 GOVERNANCE & ETHICS SUB-COMMITTEE

14.1 REVIEW OF COMMITTEE POLICIES

- (a) Barry Turner Fund Policy – June
- (b) Bereavement Policy – May
- (c) Director Policy – May
- (d) Privacy Policy – in progress
- (e) Room Hire Policy – April – some amendments required, will be tabled at May Meeting
- (f) Newsletter Policy – May.

5 - Governance & Ethics Sub-Committee to draft policy re: Keys and Security for the Club.



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14.2 CBC BY-LAWS

The CBC By-Laws are now finalised for adoption by the Committee, subject to one minor amendment (changing “shall” to “may” in one clause).

MOTION: The Committee adopts the CBC By-Laws as tabled, subject to one amendment regarding the use of “shall” and “may”.

Moved: Jenny Begin

Seconded: Mary Tough

CARRIED.

MOTION: The Committee extends its formal thanks and recognition to Jenny Bergin for her outstanding work on the CBC By-Laws.

Moved: Stephen Fischer

Seconded: Mary Tough

CARRIED.

14.3 TECHNOLOGY SUB-COMMITTEE PROPOSAL

Proposal made for a Technology Sub-Committee. This Committee would be ad hoc and have no authority (an advisory body only). The Committee would be primarily concerned with:

- (a) costings for hardware/software;
- (b) cyber security; and
- (c) privacy policy.

Their remit would exclude bridge-related technology (e.g., BridgeMates).

The Technology Sub-Committee will be comprised of:

- (a) Stephen Fischer (Chair);
- (b) Sebastian Yuen;
- (c) Bill Tutty.

Bruce Crossman may also be consulted on Comp Score issues.

MOTION: The Technology Sub-Committee be formed as an ad hoc Committee with scope and membership as above mentioned.

Moved: John Brockwell

Seconded: Jenny Bergin

CARRIED.

14.4 COMMUNICATION WITH MEMBERS

Alison was unable to attend the meeting.

15 YOUTH SUB-COMMITTEE

15.1 YOUTHISH NIGHTS AT THE CLUB

The second Youthish Night was another success. Despite being on Good Friday we had only two fewer attendees, but 7 additional unique attendees. Lots of pizza was eaten.



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15.2 YOUTH FUNDRAISING

The Youth Sub-Committee will meet to discuss Youth Fundraising.

6 - Youth Sub-Committee to meet to discuss Youth Fundraising.

16 CORRESPONDENCE IN

16.1 ETIQUETTE MONTH – NIKKI RISZKO

(Pulled down from Etiquette Month discussion to Correspondence In).

An email received from Nikki Riszko requesting players make their opening lead before entering details into the Bridge Mate. The Committee believes it is important for players to keep the game moving and this element of etiquette will be considered in our ongoing etiquette series, likely in a “pace of play” article.

Jenny Bergin left the meeting at 16:10.

17 OTHER BUSINESS

17.1 CLEANING

The Club wasn’t cleaned over the Easter Weekend due to a public holiday.

17.2 TRUMPS VISIT

Trumps Bridge Club will be visiting the CBC for a bridge holiday.

7 Ian and Jennifer Yeats to organise the Trumps visit.

18 ACTION ITEMS

- 1 Steve Geddes - provide attendance details of the Fundamentals/Refresher courses to the Committee in the form of quarterly reports (End of Quarter). 4
- 2 - Contract & Employment Sub-Committee to report on changes to workplace regulations re: casual employees. 4
- 3 - Steve Geddes to provide a report to the Committee RE: outsourced accounting services (May 2025). 5
- 4 - Steve and Jenny to prepare a report for Standard Pricing for Lessons (May 2025). 6
- 5 - Governance & Ethics Sub-Committee to draft policy re: Keys and Security for the Club. 6
- 6 - Youth Sub-Committee to meet to discuss Youth Fundraising. 7
- 7 Ian and Jennifer Yeats to organise the Trumps visit. 7

19 NEXT MEETING AND MEETING CLOSE

19.1 NEXT MEETING

The next meeting will be 21 May 2025 at 14:00.

19.2 MEETING CLOSE

Mary Tough closed the meeting at 16:30.