



The Canberra Bridge Club Inc.

President Gordon Henderson
Secretary Ruth Gallagher
Treasurer Andrew Kettle
Manager Molly O'Donohue/Philip Thompson

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MINUTES

Monday 8 November 2010 at 5.30pm

Attendance:

Gordon Henderson (President), David Hoffman (Past President), Ruth Gallagher (Secretary), Andrew Kettle (Treasurer), Niek Van Vucht, Tony Marker, Val Brockwell, Sue Welbourn, Molly O'Donohue and Philip Thompson.

Apologies: Val Carmody, Peter Giles

1. PREVIOUS MINUTES

MOTION: That the Minutes of 11 October 2010 be accepted as a true record of the meeting. **MOVED** Ruth Gallagher **SECONDED** Niek Van Vucht
CARRIED

2. BUSINESS ARISING

2.1 Molly noted that outside lights were now working as required and turning off automatically.

3. MANAGERS' REPORT

3.1 There was nothing to report.

4. TREASURER'S REPORT

Andrew provided a Profit and Loss Statement for the period July through September 2010. He noted the following:

Quarterly profits were tracking lower than for the same time last year as expenses were higher; the Club needed to watch table numbers but overall things were tracking as expected and in line with the previous year; and, building expenses and cleaning fees were higher. David commented that the Club may need to look at expenses in the future.

5. COMMITTEE

5.1 House

5.11 Sue said that they were ready to put up a more permanent notice on the boom gate which would include the words "members only". The matter was discussed and the Committee agreed that this could wait until the

MINUTES November 2010

existing sign needed to be repaired and the words could be added then.

5.12 In response to Sue's request for suggestions for further work around the Club Gordon proposed that Sue and himself walk around the premises and develop a list of what needs to be done. This would include the foyer as well as the ceiling. This would then be developed into a future plan for work - what needs to be done plus a time frame.

ACTION: Development of a list of general improvements in the Club's amenities and a plan for the future needs and requirements of the Clubrooms. **Sue Welbourn**

5.2 Teaching

5.21 Advance Lessons: David said that he would be taking one of the advanced lessons and that he was expecting that Liz Havas and Andy Braithwaite would each do one of the other two lessons.

5.22 David noted that he had modified the times for beginners' lessons in the draft calendar to fit in with Sean's 2011 schedule.

5.3 Tournament & Calendar

5.31 In relation to the Alan Woods rating system David said that he had spoken with Sean who was aware that this needed to be set up and linked to the central rating system.

5.32 The restricted Interclub GNP scheduled for 13 November was still awaiting entries from other clubs. At this stage only CBC had nominated its entries. Several other clubs had run qualifying events and had indicated they would be participating.

5.33 Calendar David said that he was receiving feedback on the draft calendar he had put out for comment. The listing of members in the book will be all those who were members in 2010 to avoid last year's problem when some members who were late in paying membership missed being included. He noted several issues had arisen including the Seniors' ANC team qualifying event clashing with Mothers' Day. There was also a potential clash between the Spring Congress and the Mollymook Congress. Molly asked if those times when the Club will be closed including Christmas and New Years' Eves be listed. This was agreed.

5.34 The Club has received a form from the ACT Government regarding participation in the ACT Seniors Week from 20-27 March 2011. This will be completed and returned to COTA advising of the CBC Seniors' Day on 22 March.

5.35 Gordon said he was interested in having a teams event for daytime bridge players. He noted that this may need to be Swiss Pairs initially and would like to canvass interest in such an event. This may include a trophy to encourage interest. Val Brockwell expressed concern that Bridgemate may not be able to handle having two separate events running at the same time. Gordon felt it should not be a problem but acknowledged that there may be teething problems. David suggested Monday as a possible day. The Committee agreed that it was worthwhile determining interest.

ACTION: Explore interest in scheduling a teams event for daytime bridge including preferred day, regularity and format. **Val Brockwell**

5.4 Employment & Contracts

5.41 Gordon said that he wants the Committee to consider the future role of

the Managers and Directors of the Club and develop duty statements and selection criteria. This would be important for the time when the Club needs to fill these positions and has considered beforehand what it requires from people filling these positions.

ACTION: Define what the Club requires in the roles of the Managers and Directors and develop selection criteria and duty statements.

Val Carmody

5.5 Congress and Social

5.51 A report on the Melbourne Cup Luncheon is at *Attachment 1*.

5.52 Organisation for the various Christmas events was underway and lists were now up for people to put their names down. The fee is \$20 for members and \$30 for non members.

5.53 The Committee was also asked to consider other possible social events for members including Friday night being proceeded by a meal starting at say 6.30pm and Sunday afternoon bridge plus an afternoon tea or meal.

ACTION: Develop proposals for Friday evening bridge plus a meal beginning at 6.30pm and Sunday afternoon bridge plus afternoon tea or lunch and ascertain interest. **Peter Giles.**

5.6 BFACT Representative

5.61 Val Brockwell advised that she had sent a notice to BFACT that Gordon Henderson was now the CBC representative on the Committee.

5.62 In relation to the Honour Boards CBC was still waiting for BFACT to come back in writing with their agreement to the CBC proposal and their requirements.

5.7 Finance

5.71 Gordon raised the issue of having credit card or EFTPOS facilities at the Club and the likely cost of this still.

ACTION Explore option for installing a credit card/EFTPOS facility at the CBC. **Andrew Kettle**

5.72 Gordon proposed developing a forward plan for major expenditure items as well as infrastructure requirements so the Club is able to better factor these into its budget and be aware of its longer term needs. This was also something raised at the AGM in September.

ACTION: Develop a forward plan for major expenditure items, including defining what constitutes "major" and future infrastructure needs. **Andrew Kettle and Gordon Henderson**

6. CORRESPONDENCE

In:

Out: Letter to Howard Carew re his Bridge system

7. OTHER BUSINESS

7.1 It was agreed that all Committee Minutes would, from October 2010, be placed on the CBC website.

7.2 The Committee will develop a set of criteria for those people who might be nominated as Honorary Life Members plus an outline of the process required. It

was also agreed to maintain details of all Life Members including a brief biography and their contribution to the Club which might be kept in an accessible location such as the library for member access.

ACTION Develop criteria for Honorary Life membership of the CBC and process for consideration by AGM. **Tony Marker**

7.3 David advised that he had been called to the Clubrooms on Tuesday night as once again the Clubrooms had been left unarmoured.

7.4 Gordon said that he intends writing to club members each month. A copy of his letter would go on the tables as well as being sent out with the Manager's newsletter. He reiterated the importance of members knowing what we are doing.

8. NEXT MEETING

Monday 13 December at 5.30pm in the Clubrooms.

Meeting closed at 6.55pm.

ACTION ITEMS and COMMITTEE MEMBERS RESPONSIBLE

1. Development of a list of general improvements in the Club's amenities and a plan for the future needs and requirements of the Clubrooms.
Sue Welbourn
2. Explore interest in scheduling a teams event for daytime bridge including preferred day, regularity and format. **Val Brockwell**
3. Define what the Club requires in the roles of the Managers and Directors and develop selection criteria and duty statements. **Val Carmody**
4. Develop proposals for Friday evening bridge plus a meal beginning at 6.30pm and Sunday afternoon bridge plus afternoon tea or lunch and ascertain interest.
Peter Giles.
5. Explore option for installing a credit card/EFTPOS facility at the CBC.
Andrew Kettle
6. Develop a forward plan for major expenditure items, including defining what constitutes "major" and future infrastructure needs.
Andrew Kettle and Gordon Henderson
7. Develop criteria for Honorary Life membership of the CBC and process for consideration by AGM. **Tony Marker**

MINUTES November 2010

Attachment 1

Melbourne Cup 2 Nov 2010

Another Melbourne Cup Function has been completed and in my view, with great success. We had some 26 tables in play and served a morning tea of scones and a two course lunch with drinks.

The actual format was very similar to the previous successful model of the 2009 Cup where we had a table set up for sweeps, \$5.00 (3), \$2.00 (12) and \$1.00 (8). We kept the decoration of the room to a simpler style from the 2009 event where the room had been wonderful but simply too much work both to set up and then to clean up.

This year flowers for the spring carnival and various decorations put together by Adrienne Stevens and Andrew Leslie. Wonderful contributions by both members.

Jim Collier and Phil Slater managed the sweeps however, Jim and myself prepared all the sweeps well ahead using different coloured paper and everything was clearly marked as to what sweep it was and its value.

Following many requests I made scones Tuesday morning for morning tea before play commenced and this was successful in two ways. Apart from the morning tea aspect and it eliminated the need for bread at lunch time. Many saying they were pleased bread was not served and only one asking for it. In my view, no bread won out hands down.

The actual lunch consisted of cold chickens (20) from Supa barn Kaleen and 2 hams from SIMCO at Jameson(about 16K's). Hot potatoes (150) cooked in foil but removed for serving, sour cream, tossed salad and beetroot. Desert was mixed fruit with a crumble top served hot with homemade egg custard also served hot. The food was a wonderful success and largely the quantities were right. As usual some food was left over and we made up little parcels and gave some away. The important aspect of the quantities is that you actually need some left over to ensure you have had enough. In that context we were able to ask people back for seconds. My estimate is that less than \$100 of food would have been left, under a \$1.00 per head for people attending.

Some food like tinned goods simply went into the pantry and other things have been frozen and all will be used at the Christmas parties.

It was pleasing to have so many different people come forward and ably assist with various elements of the function:

Jim Collier many things , and then with Phil Slater sweeps

Tim Davis and Peter Kahler on the hams

Adrienne Stephens and Andrew on flowers and decorations and Andrew, Tuesday in

MINUTES November 2010

the Kitchen

John Hempenstall, Jill Cromer and Ella Beer in the Kitchen for serving and clean up

Val Carmody bought the prizes for the various novelty things.

I am finding that the most effective way to operate the kitchen is to organise a range of people to assist and spread the word load so that some can work on preparation and serving, others on serving and clean up. In my view, that works better than having the same people work the length of the function. However, one person needs to commit to the day to co-ordinate and more recent functions I have undertaken that role.

Peter Giles

Chair Social & Congress

3/11/2010