

# The Canberra Bridge Club Inc.

<b>President</b>	Peter Giles	6 Duff Place
<b>Secretary</b>	Pam Crichton	PO Box 9006
<b>Treasurer</b>	Val Carmody	Deakin ACT 2600
<b>Manager</b>	Val Holbrook/Lesley Gunson	Tel 02 6282 2382
		Fax 02 6282 2382

email: manager@canberrabridgeclub.com.au

## MINUTES

**Monday 14 April 2014** at 5.30pm

Attendance: Peter Giles, Stephen Fischer, Val Carmody, Pam Crichton, Tony Marker, Lesley Gunson, Mary Tough, Neil Garvey, Jodi Tutty, Leone Moffat, Pamela McKittrick, Sebastian Yuen,

Apologies: Val Holbrook, Paul Sullivan, Fifine Hutton, Sheila Bird.

Peter Giles thanked the committee for electing him as president. He said he will give his full commitment to the job until the AGM in September and he and club members can reassess the position then. The committee thanked him for taking on the job.

### 1. PREVIOUS MINUTES

Under 4.3 MOTION the words 'per half-day' should be added after \$200

Under 5.4.1 '\$14 a year less' should be \$14 a month less'

MOTION: That the amended Minutes of 10 March 2014 be accepted as a true record of the meeting. Moved Val Carmody Seconded Jodi Tutty 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.

**MOTION** that the club will be closed on the evening of Good Friday as so few players are interested in attending Moved Peter Giles Seconded Pam Crichton CARRIED

The managers will contact as many players from that group as possible and will publicise the closure in the newsletter. There will be a session on the afternoon of Good Friday. Perhaps the Calendar for 2015 should not include a Good Friday evening session. To be discussed at the October meeting.

**MOTION** that the Bridge for Brain Research session be held in CBC at 10am on Wednesday 7 May Moved Peter Giles Seconded Pam Crichton CARRIED

CBC needs to have somewhere for anyone who is ill to lie down. Peter said he would look for a foldup bed at Bunnings. A message needs to be given to members stressing that the individual is responsible for the costs of an ambulance and that insurance for this can be purchased.

The Committee agreed that it would be helpful to have a link to Matthew McManus's material on directing on the web. Someone needs to seek his permission.

A working bee will be held on 17 May at 10am. Sausages will be provided for lunch so that people can stay for bridge. We should ask the members for help with continuing jobs (eg cleaning trophies). The managers may be able to identify some of their current tasks that could be carried out by volunteers.

New table covers are now in use. The Committee thanked Val Carmody, Sue Welbourn, Neil Garvey, Lee Egerton Lesley Gunson, Ruth Vosseler, Lisa Westwood and Bev Crossman for their work on this project.

#### **4. TREASURER'S REPORT**

4.1 Annual subscriptions: Val, Jodi and Pam tabled a paper showing that our annual subscriptions are not high relative to other bridge clubs. The CBC could raise more money by raising table money, and make the figure more convenient for directors and players at \$10, but as table money was raised in January another increase would not be acceptable now.

**MOTION** that the 2015 annual subscription to the Canberra Bridge Club Inc be \$75 per annum (includes GST) except for:

- (i) Concession members, ie:
  - a) persons under the age of 18 years at 1 January 2014;
  - b) full-time students under the age of 25 years at 1 January 2014;
  - c) disability support or age pensioners;
  - d) persons who reside permanently more than 80 kilometres from the Canberra General Post Office; and
  - e) at the discretion of the Committee, other persons experiencing hardship;  
who will pay \$35 per annum (includes GST), and
- (ii) Senior members, ie those over the age of 60 years at 1 January 2015, who will pay \$65 per annum (includes GST), and
- (iii) Persons who join after 30 June 2015 and before 1 October 2015, who will pay half the relevant annual subscription for 2015, and
- (iv) Persons who join after 30 September 2015, who will pay the full relevant annual subscription but whose membership will be valid until 31 December 2016.
- (v) Persons joining as non-home club members will be entitled to an additional deduction of \$16.

Moved Val Carmody      Seconded Jodi Tutty      CARRIED

4.2 The Treasurer explained that the room hire charges discussed at the March meeting were for the Olive Lott room. The charges for the Barry Turner room are slightly higher. Val C will bring a detailed proposal for the increases to the next meeting. (Action item 1) Our main tenant in the Olive Lott room has agreed to pay \$150 plus GST for a half day/evening from 1 July.

## 5. SUB COMMITTEES

### 5.1 Membership and Promotion

5.1.1 Sponsorship: Peter noted that Surfers Paradise Bridge Club raises \$30000 from sponsorship and \$10000 from raffles and is keen to set up arrangements for the CBC.

We need to

- identify the purpose for which we would use each sponsorship
- decide which businesses to approach
- establish what we can offer them
- and create a sponsors board on which to acknowledge them

Peter would like to have Pamela's help in investigating this. He will approach Val Brockwell and Mary Weddell in relation to sponsorship they sought for Seniors' Day a couple of years ago.

5.1.2 Di Elliott described her background in social research and explained the proposed survey of members and gave the Committee a document 'Canberra Bridge Club Improvement Strategy' that outlined the proposed method and timetable for the survey and focus groups.

The committee agreed that it is committed to this project and thanked Di for her efforts on this. The President saw this survey as a good follow up to the Strategic Planning Day that was held two years ago.

Di and Jodi to ascertain whether we can use Survey Monkey for the survey.

Di will meet with the managers to see if they need help with the extra work that may be entailed.

The first focus group will be with the Committee on Monday 19 May at 5.30pm. These groups will last for one and a half to two hours.

Di stressed that she is a consultant and should any decisions be required she will contact Peter Giles.

Di and Bruce Chapman, Professor of Economics, will do the analysis of the data.

Di recommended that 5 of the focus group participants get 3 vouchers each for free games.

**MOTION** that the Committee authorises Di Elliott to proceed with the project to obtain the views of the CBC members on the club and that, if the use of Survey Monkey is deemed appropriate, the Committee authorises the expenditure of \$300 for this purpose Moved Stephen Fischer Seconded Jodi Tutty CARRIED

The survey will be circulated to the committee on 22 April.

5.1.3 David Beauchamp lectures: Pam to convene. Simple food like sausage rolls and cream puffs will be served after each lesson. Charge per lesson is \$20.

Jodi will give Stephen a letter requesting a subsidy of \$750 from BFACT for these lessons.

## 5.2 Tournament & Calendar

no issues this month

## 5.3 Employment & Contracts

discussions are underway over the 3 major contracts

## 5.4 House

5.4.1 Car park: Because of rain the patching has not been done.

The Committee thanked Neil and John Hemenstall for their work on the painting of lines.

5.4.2 Chairs: The new chairs have been paid for and are due any day.

5.4.3 Val H and Peter Giles are working together on registering a Food Safety Officer. Peter Giles will fill this role.

## 5.5 Congress and Social

5.5.1 Southern Tablelands teams: Jodi will organize the publicity and Peter the catering. A restricted event will be held in the afternoon. Adrienne Stephens is organizing a raffle to be held in conjunction with this congress.

5.5.2 Trivia Night: it was suggested that we might combine with the Canberra Youth Orchestra to hold a Trivia night. It would be held on our premises. The orchestra would perform and take up a collection for their fundraising. To be discussed further at the May meeting.

## 5.6 BFACT Report

5.6.1 **MOTION** that, unless otherwise agreed for a specific event, the entry fee for youth players in CBC events will be 50% of the open member's rate.

Moved Stephen Fischer Seconded Pam Crichton CARRIED

This motion is in line with BFACT and ABF policy.

5.6.2 Stephen sought the Committee's view on BFACT housing their website in a separate section of our site. One concern was that this could reduce the perception that they are two separate bodies. The Committee said that in principle it was happy to work with BFACT but it would be better for BFACT to have its own address, which then redirected people to the relevant section of the CBC site. Any decision will be subject to a further submission.

## 6. **CORRESPONDENCE**

6.1 Mail in: Gordon Henderson suggesting the purchase of an industrial dishwasher in the lower kitchen.

Although some members liked the idea in principle, the committee did not agree to buying one because of our tight financial position. The likely cost of such a dishwasher is \$3800 plus installation. The only feasible method to finance such purchase at the moment is if someone is prepared to run a fundraiser specifically for this purpose.

Gordon's concerns on safety were noted and it was decided to place the

trolley for extra glasses at the top of the stairs and members will be asked, through announcements and a notice in the lower kitchen, to place their cups and glasses on the trolley up there.

When the industrial dishwasher was purchased concern was expressed about the safety issues relating to the fridge being placed on the bench.

Pam to reply (Action item 2)

#### 6.2 Mail Out:

Gordon Henderson re prizes

John Hempenstall re volunteers dealing

Justine Beaumont on biscuit prices

Ric Longmore on a Trivia Night

### 7. **OTHER BUSINESS**

7.1 CBC website: there are some things that still need to be done.

Lesley does the ongoing data entry. Peter enquired whether a volunteer could help with this job – Lesley replied that it doesn't take her long but she only works two days a week so items are only updated on those days.

7.2 New material on website: the Committee agreed that if the managers needed guidance on whether it is appropriate to add new material to the website they should ask the President's advice. Rather than Committee members approaching managers individually it may be appropriate to use Peter as the conduit.

7.3 Master pointing: to be discussed at May meeting (Action item 3).

7.4 Discussion on ideas for developing and supporting directors postponed to the May meeting

7.5 Youth fees – see under BFACT

7.6 System Cards: the Committee would like them placed in the playing area near the score sheets so that they are accessible to players at all times.

7.7 New privacy policy: Val C to check the wording used by the Society of Accountants to ensure we have an appropriate disclaimer on our membership forms (Action item 4)

7.8 Parking offenders in CBC car park:

**MOTION** that the CBC authorizes ACT government rangers to come onto CBC property to monitor illegal parking Moved Stephen Fischer Seconded Peter Giles CARRIED

Lesley will investigate the cost of improving our signage, both with the CBC name and warning trespassers (Action item 5).

The Chairman requested that Neil arrange for the post to be permanently re-fixed to enable adequate control of access to the car park. (Action item 6).

We would need to provide members with stickers for their car windscreens.

7.9 changing date of June meeting: to be decided at May meeting

## 8. NEXT MEETING

Monday 12 May 2014 5.30pm

Meeting closed at 8.15 pm.

---

### ACTION ITEMS and Members responsible

Action item 1: room hire charges for both rooms (Val C)

Action item 2: reply to Gordon Henderson (Pam)

Action item 3: check on master pointing (Sheila)

Action item 4: check wording for membership forms (Val C)

Action item 5: investigate the cost of improving our signage (CBC name and warning trespassers) (Lesley)

Action item 6: arrange for the post to be permanently re-fixed to enable adequate control of access to the car park (Neil)

### LIST of LONGTERM AGENDA ITEMS

June:

Honouring members (Paul)

Expenditure on air conditioner

Defibrillator

July:

Financial arrangements re cheque signing, any wish for a constitutional amendment

October:

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

Club closure over Christmas, New Year period