



Canberra Bridge Club Committee Meeting

Meeting Minutes

8 August 2024, 5:00 PM

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1 MEETING OPEN AND ATTENDANCE

1.1 MEETING OPEN

Mary Tough opened the meeting at 5:00 PM.

1.2 ATTENDANCE

Mary Tough (President), Alison Russell-French (Vice President), Jennifer Yeats (Treasurer), Liam Minogue (Secretary), David Wawn (Tournament Secretary) (from **Item 5.1** until **Item 14.2**), Jenny Bergin, John Brockwell, Ian Robinson (until **Item 13**).

1.3 APOLOGIES

Bruce Chapman, Nicole Finn, Barbara Bialowas.

2 CONFLICTS OF INTEREST

No new conflicts declared.

3 CONFIRMATION OF MEETING MINUTES 18 July 2024

MOTION: That the minutes of the meeting 18 July 2024 be accepted as a true record of the meeting.

Moved: Mary Tough

Seconded: Jenny Bergin

CARRIED.

4 ACTION ITEMS ARISING

4.1 STRATEGIC PLAN SUMMARY

Jenny presented the final draft of the Strategic Plan, a summary of which will be presented at the AGM in October 2024. The Committee unanimously supports this document as presented. The Strategic Plan has been updated from the 2012 version and is a living document which will be constantly reviewed. It will be circulated to all future Committee members and Sub-Committees for their information.

MOTION: That the Strategic Plan for the Canberra Bridge Club be accepted to guide the Canberra Bridge Club’s overarching goals.

Moved: Mary Tough

Seconded: Alison Russell-French

CARRIED.

[1 - Liam to add circulation of the Strategic Plan to the "New Committee First Meeting Checklist".](#)



5 PRESIDENT'S REPORT

5.1 VOLUNTEER PARTY

The CBC's success is supported largely by our wonderful membership who volunteer their time for all manner of tasks in running the Club. The Club will hold a Volunteers Party on 27 September 2024 at the end of the afternoon session for all members who have helped the Club in 2023-2024.

[2 - Liam to add setting the date of the Volunteers Party to the "New Committee First Meeting Checklist".](#)

David Wawn entered the meeting at 5:25 PM.

5.2 STRATEGIC COMMUNICATION DOCUMENT FROM THE ABF

The Committee has received a copy of the "Strategic Communication" document from the ABF for comment and review.

[3 - Members of the Committee to send commentary on the Strategic Communication from the ABF to Mary Tough by 15 08 2024.](#)

5.3 SALE OF DEALING MACHINE

The CBC has been approached by another Club for the purchase of its spare dealing machine. The Committee does not wish to part with the dealing machine as it may be used as a back-up one. However, the Committee will look to arrange a rental agreement with the Club, at a discounted market rate to support Bridge in the ACT. A condition of this agreement will be that the CBC can recall the dealing machine at any time (conditions to be determined).

MOTION: The Committee supports the rental of the CBC's spare dealing machine at a discounted market rate on the condition that the machine can be recalled by the Club (conditions to be determined). No rental will be finalised until the Committee has reviewed the agreement.

Moved: Ian Robinson

Seconded: Jennifer Yeats

CARRIED.

[4 - Ian and Jennifer to draft a rental agreement for the CBC's spare dealing machine, for review by the Committee.](#)

6 TREASURER'S REPORT

The Treasure's report was noted.

MOTION: The Committee considered the Treasurers Report for 08 August 2024 and resolved that, in the opinion of the Committee, the CBC is able to pay its debts as and when they fall due and payable.

Moved: Mary Tough

Seconded: Alison Russell-French

CARRIED.

Commentary from Treasurer:

- (a) small loss of ~\$10.5k in July due to timing of expenses; this is a smaller loss than historically in this period;
- (b) slight increase in revenue due to longer July month;
- (c) the CBC's auditor is reviewing the Club's Xero data.

6.2 FINANCE SUB-COMMITTEE REPORT

No update.



7 TOURNAMENT SECRETARY'S REPORT

7.1 TUESDAY GRADED SESSIONS

The Committee has received significant requests from the membership for the implementation of at least intermediate/protected/casual/graded session held at the Club. There is a divergence of views from both the Committee and members about the long term effectiveness of such a program and the scale of its negative consequences.

However, given the popularity of the request, and in consultation with the Club's senior directors, the Committee will be implementing a one-month trial of "A Grade and B Grade Sessions" on:

- (a) Tuesday afternoon session; and
- (b) Friday morning session.

To be eligible to participate in the B Grade sessions, partnerships may not hold more than 200 combined masterpoints.

Exceptions to this eligibility criteria include:

- (a) if the partnership is a mentor partnership (i.e., short term partnerships formed for teaching and mentoring such as those made during the Mentoring in May initiative);
- (b) if the partnership is entering a less competitive phase of their bridge career either due to age, injury of some other factor; and
- (c) at the absolute discretion of the director.

Although partnerships may be eligible to play in a B Grade session, that is not a right of those partnerships. The Club reserves the right for directors to move partnership placements in sessions for the following reasons:

- (a) to balance number of tables;
- (b) the partnership has previous come first in that session; and
- (c) for any other reason as the director sees fit.

MOTION: The Committee supports a one-month trial of Graded Sessions held during the Tuesday afternoon and Friday morning duplicate sessions at the Club, starting Tuesday 20 August 2024, subject to the criteria detailed above.

Moved: Ian Robinson

Seconded: Mary Tough

CARRIED.

Alison Russell-French will serve as the liaison for disputes and discussions regarding this Graded Session system.

8 MANAGER'S REPORT

The Managers' report was noted.

8.2 PRE-SESSION ANNOUNCEMENTS

The announcements read aloud by the director before each session can be cumbersome, especially when they do not apply to the cohort of players at any given session.

[5 - Jenny will work with the Managers to streamline the announcement process.](#)



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8.3 ORGANISATIONAL ISSUES WITH EVENTS AND MYABF

There is currently a bug where if a convener adds a member to a team on MyABF, that a team member cannot be removed. This problem arose when there was no dedicated convener for a recent CBC event. All future CBC events will have a dedicated convener.

8.4 DEFIBRILLATOR

The CBC is looking to arrange a first aid course of all employees and directors, particularly for the use of the Club's defibrillator.

[6 - Mary to source pricing for a first aid course of directors and employees.](#)

8.5 TABLE NUMBERS

Table numbers are up in July because of a longer month.

9 CONGRESS AND SOCIAL SUB-COMMITTEE

9.1 CLUB CHARITY NOMINATIONS RECEIVED TO DATE

The following nominations have been received for the Club's 2024-2025 charity. The deadline for submission is 17 August 2024 (information has been included in the CBC Newsletters):

- (a) Make-A-Wish (Josh Schwartz);
- (b) Arthritis ACT (Belinda Moss); and
- (c) Anglicare ACT (Belinda Moss).

10 YOUTH SUB-COMMITTEE

10.1 YOUTH DAYS

The CBC will be holding a youth day on 8 September 2024. All under 30's are encouraged to attend.

11 EDUCATION SUB-COMMITTEE

11.1 COST OF BEGINNER LESSONS

The cost of beginner lessons will be increased from \$69 to \$89.

MOTION: The cost of beginner lessons will be increased from \$69 to \$89.

Moved: Jennifer Yeats

Seconded: Alison Russell-French

CARRIED.

11.2 NEW EDUCATION CURRICULUM

The Committee is investigating revamping the beginner, supervised and development courses held at the Club. The Education Sub-Committee has been given a broad mandate to redesign the process, for review by the Committee.

12 CONTRACT AND EMPLOYMENT SUB-COMMITTEE

Ian Robinson did not participate.

12.1 PAY INCREASE FOR DIRECTORS BASED ON MOVEMENTS AND NUMBER OF TABLES

To be consistent with CPI price increases approved in the 18 July 2024 meeting, a commensurate increase has been approved for director's pay based on movements and number of tables.



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MOTION: The Committee approved the pay increases based on movements and number of tables in a session as tabled.
Moved: Jennifer Yeats **Seconded:** Jenny Bergin
CARRIED.

Ian Robinson abstained.

13 CONSTITUTION SUB-COMMITTEE

The consultation period has ended.

All commentary that has been submitted to the Committee is being reviewed and implemented as appropriate.

Ian Robinson left the meeting at 7:15 PM.

14 HOUSE SUB-COMMITTEE

14.1 QUOTES FOR PLUMBING

MOTION: The Committee approves the expenditure of \$9898.16 to Watertight for plumbing services based on the recommendation of the House Sub-Committee
Moved: Mary Tough **Seconded:** Alison Russell-French
CARRIED.

14.2 HEATING UPDATE

The House Sub-Committee is seeking quotes for heating for the entirety of the Club. The Committee notes that this includes the bathrooms (subject to cost).

David Wawn left the meeting at 7:20 PM.

15 CORRESPONDENCE IN

15.1 JULIE NORTH – SATURDAY AFTERNOON FACE TO FACE DUPLICATE SESSIONS

Julie North asked about bringing back the Saturday afternoon face to face duplicate sessions.

These sessions were cancelled in the Winter months due to scheduling conflicts (e.g., ANC) and falling numbers. They will be returning in August/September. In May 2024, The Committee changed the scheduling for WJOS lessons to be moved to Sundays such that they no longer conflict with Saturday face to face duplicate.

15.2 NIKKI RISZKO – FUNDING FOR THE CLUB

Nikki Riszko asked if the Club was eligible for funding from the ACT Government from a State Gambling Fund. The Hervey Bay club received a grant of \$7,000 for their driveway.

The Committee is investigating potential grant options but are wary of the Club being associated with gambling and whitewashing those vices.

16 AGM

The AGM will be held 1 October 2024.

17 ACTION ITEMS

- 1 - Liam to add circulation of the Strategic Plan to the "New Committee First Meeting Checklist". 2
- 2 - Liam to add setting the date of the Volunteers Party to the "New Committee First Meeting Checklist". 3



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3 - Members of the Committee to send commentary on the Strategic Communication from the ABF to Mary Tough by 15 08 2024.....	3
4 - Ian and Jennifer to draft a rental agreement for the CBC's spare dealing machine, for review by the Committee.	3
5 - Jenny will work with the Managers to streamline the announcement process.....	4
6 - Mary to source pricing for a first aid course of directors and employees.	5

18 NEXT MEETING AND MEETING CLOSE

18.1 NEXT MEETING

The next meeting will be held 29 August 2024.

18.2 MEETING CLOSE

Mary Tough closed the meeting at 7:30 PM.