



Canberra Bridge Club

Canberra Bridge Club Committee Meeting

Meeting Minutes

29 August 2024, 5:00 PM

1 MEETING OPEN AND ATTENDANCE
2

1.1 MEETING OPEN
2

1.2 ATTENDANCE
2

1.3 APOLOGIES
2

2 CONFLICTS OF INTEREST
2

3 CONFIRMATION OF MEETING MINUTES 8 AUGUST 2024
2

4 ACTION ITEMS ARISING
2

4.1 STRATEGIC PLAN SUMMARY
2

4.2 ST JOHN'S FIRST AID TRAINING
2

5 VICE PRESIDENT'S REPORT
3

6 CONSTITUTION SUB-COMMITTEE REPORT
3

7 HOUSE SUB-COMMITTEE REPORT
3

7.1 HEATING/COOLING
3

7.2 MENS TOILET LEAKING
4

7.3 OUTSIDE LIGHTS
4

8 TREASURER'S REPORT
4

8.2 DELEGATION FOR THE CBC MANAGER
4

8.3 PAUL LAVINGS BRIDGE INVENTORY TABLE AT THE CLUB
4



Canberra Bridge Club

8.4	BARRY TURNER FUND
4		
8.5	NEW SIDE TABLES
5		
8.6	AUDITOR FEES
5		
8.7	PRO-RATA MEMBERSHIP FEES
5		
9	TOURNAMENT SECRETARY'S REPORT
5		
10	MANAGER'S REPORT
5		
10.1	TABLE NUMBERS
5		
10.2	STEAM CLEANING CHAIRS
5		
10.3	VOLUNTEER PARTY
5		
10.4	CANCELLATION OF NORMAL DUPLICATE SESSIONS
5		
11	CONGRESS AND SOCIAL SUB-COMMITTEE
5		
11.1	CLUB CHARITY NOMINATIONS RECEIVED TO DATE
5		
12	YOUTH SUB-COMMITTEE
6		
12.1	YOUTH DAYS
6		
13	EDUCATION SUB-COMMITTEE
6		
13.1	NEW EDUCATION CURRICULUM UPDATE
6		
14	CONTRACT AND EMPLOYMENT SUB-COMMITTEE
6		
14.1	AMICK MOAFI
6		
15	OTHER BUSINESS
6		
15.1	RECENT DEATHS OF CLUB MEMBERS
6		
15.2	MEMBERS NOT MOVING SECTIONS WHEN ASKED
6		



Canberra Bridge Club

16 CORRESPONDENCE IN
6

17 AGM
6

18 ACTION ITEMS
7

19 NEXT MEETING AND MEETING CLOSE
7

19.1 NEXT MEETING
7

19.2 MEETING CLOSE
7

1 MEETING OPEN AND ATTENDANCE

1.1 MEETING OPEN

Alison Russell-French opened the meeting at 17:02 PM.

1.2 ATTENDANCE

Alison Russell-French (Vice President), Jennifer Yeats (Treasurer), Liam Minogue (Secretary), Jenny Bergin, John Brockwell, Ian Robinson, Barbara Bialowas, Nick Vonthehoff (until **Item 8**), Deb Milner (until **Item 7**).

1.3 APOLOGIES

Mary Tough (President), David Wawn (Tournament Secretary), Nicole Finn, Bruce Chapman.

2 CONFLICTS OF INTEREST

No new conflicts declared.

3 CONFIRMATION OF MEETING MINUTES 8 August 2024

MOTION: That the minutes of the meeting 8 August 2024 be accepted as a true record of the meeting.

Moved: Jenny Bergin

Seconded: Jennifer Yeats

CARRIED.

4 ACTION ITEMS ARISING

4.1 STRATEGIC PLAN SUMMARY

The Strategic Plan Summary included the updated Objects of the Constitution of the Club, however those amended Objects have yet to be approved by the CBC Membership at the AGM. They have been reverted to the old ones until after the AGM.

4.2 ST JOHN'S FIRST AID TRAINING

St John's will hold a first air training for directors, employees and CBC members on 9 October 2024. Attendance for CBC employees and directors is optional but strongly encouraged.



Canberra Bridge Club

MOTION: CBC Employees and Directors will be paid \$30 per hour up to a maximum of two (2) hours for their optional but strongly encouraged attendance at the St Johns first aid training on 9 October 2024.

Moved: Alison Russell-French

Seconded: Jenny Bergin

CARRIED.

5 VICE PRESIDENT'S REPORT

No Report

6 CONSTITUTION SUB-COMMITTEE REPORT

Item moved up for Deb Milner.

The Committee has proposed a new CBC Constitution to be updated with the new model rules from the ACT. There has been a consultation period from the version of the constitution circulated on 23 July 2024.

The Committee will be holding an optional information session to be held at the Club on Tuesday 17 September at 5:00 PM before the commencement of the competition session.

This session will be important, based on the advice and experience of Deb Milner (Public Officer of the CBC). The constitution is the members' document and is how their will is expressed in the management of the Club.

Deb will be involved in the information evening and finalizing updates.

The process will be as follows:

- (a) Internal approval by the Committee + Review by Deb Milner;
- (b) Information Session held 17 September 2024;
- (c) Final review by the Committee including any changes and objection handling from the Information Session; and
- (d) Formal approval at the AGM.

Deb Milner left the meeting at 17:36.

7 HOUSE SUB-COMMITTEE REPORT

Item moved up for Nick Vonthehoff.

7.1 HEATING/COOLING

Reviews have been done of the CBC's existing ducted air condition system and separate solutions have been sought:

- (a) Replace the existing units with 2x commercial grade units and replace the existing ducting; or
- (b) Replace the existing units with multiple household grade units and use the existing ducting.

The recommendation of the House Committee is to upgrade to 2x commercial units and replace the existing ducting, including an ongoing servicing arrangement. The installation cost is quoted at \$44,592.81. This is materially cheaper than the current heating/cooling service provider that the Club uses.

The commercial units are external to the building and their installation is not expected to disrupt play.

It was requested that there be a unit/screen which shows the current temperature in the room, this will be included.



Canberra Bridge Club

MOTION: The Committee approves the expenditure of \$44,592.81 for the replacement and installation of 2 new commercial grade air conditioning units and ducting in the Barry Turner Room, to be arranged as soon as possible by the House Committee.

Moved:

Seconded:

CARRIED.

7.2 MENS TOILET LEAKING

The leaking toilet will be fixed at a cost of \$500.

7.3 OUTSIDE LIGHTS

The flood lights on the outside of the Club should be on a timer but seem to be on all night every night. The House Committee will get quotes on replacing these lights with more efficient LED lights and putting them on a timer so that there is less wasted electricity.

Nick Vonthehoff left the meeting at 18:02.

8 TREASURER'S REPORT

Interim meeting, no financials were provided.

8.2 DELEGATION FOR THE CBC MANAGER

The sole delegation for the CBC Manager to approve emergency and ordinary expenses in the running of the club has been increased to \$1,000.

MOTION: The Committee approves the increase of the sole delegation of the CBC Manager to approve emergency and ordinary expenses in the running of the Club to \$1,000.

Moved: Jennifer Yeats

Seconded: Alison Russell-French

CARRIED.

[1 - Jennifer to update the relevant policy for circulation to the Committee and the CBC Managers.](#)

8.3 PAUL LAVINGS BRIDGE INVENTORY TABLE AT THE CLUB

The Club will purchase inventory to sell at the Club from Paul Lavings at a 30% discount, including highly recommended bridge books. These books may be purchased by members using cash or MyABF.

MOTION: The Committee approves the expenditure of up to \$2,500 for the acquisition of inventory from Paul Lavings for sale at the Club.

Moved: Jennifer Yeats

Seconded: Barbara Bialowas

CARRIED.

8.4 BARRY TURNER FUND

Jodi Tutty will be representing Australia in Buenos Aires in the 16th World Bridge Games. An grant of \$1,000 will be given on the understanding that the destination is materially more expensive than in previous years. The Committee will continue to review each representative on a case-by-case basis where the existing formula for grant amounts does not apply/is inappropriate.

MOTION: The Committee approves a grant of \$1,000 from the Barry Turner Fund for Jodi Tutty.

Moved: Jennifer Yeats

Seconded: Ian Robinson

CARRIED.



Canberra Bridge Club

8.5 NEW SIDE TABLES

There was a suggestion that the CBC should purchase an additional 12 “extra” side tables. The CBC just purchased 60 new side tables for the Club, the needs for extra ones/spares will be reassessed in 12 months if needed.

8.6 AUDITOR FEES

Nikki George is currently auditing the CBC’s financials for the 2023-2024 year. Anthony Wilson will be proposed as the auditor for 2024-2025 at the AGM on the 29 October 2024 for a cost of \$3,300 inc. GST.

8.7 PRO-RATA MEMBERSHIP FEES

There was discussion that the membership fees should be pro-rated based on the month of joining the CBC. It was decided that the additional administration would not be worth the effort (it is a difference of <\$10 in the most extreme case).

9 TOURNAMENT SECRETARY’S REPORT

No report.

10 MANAGER’S REPORT

10.1 TABLE NUMBERS

Table numbers are still increasing.

10.2 STEAM CLEANING CHAIRS

Recommend steam cleaning of chairs in the CBC which are becoming dirty and stained. Suggested dates are 19-20 September and 12-13 Oct. Elizabeth will organise.

MOTION: The Committee approves the expenditure of up to \$1,300 for the steam cleaning of chairs in the CBC.

Moved: Alison Russell-French

Seconded: Jennifer Yeats

CARRIED.

10.3 VOLUNTEER PARTY

There will be a blank invite in the CBC newsletter for the volunteer’s celebration party instead of individual invites as last year as it is too hard to keep track of all the people who help support the Club.

10.4 CANCELLATION OF NORMAL DUPLICATE SESSIONS

Normal duplicate sessions on the first Friday, Saturday and Monday of October for the Canberra in Bloom event.

11 CONGRESS AND SOCIAL SUB-COMMITTEE

11.1 CLUB CHARITY NOMINATIONS RECEIVED TO DATE

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

(a) Make-A-Wish;

(b) Arthritis ACT;

(c) Anglicare ACT;



Canberra Bridge Club

- (d) Save the Children;
- (e) Indigo Foundation;
- (f) Canberra Blind Society;
- (g) Communities at Work;
- (h) Alzheimer Research Australia; and
- (i) Dementia Australia

Many great charities have been suggested. Multiple people suggested Arthritis ACT (by far the largest number). The Committee believes that for both the reason of its popularity, and its relevance to people being able to play bridge it should be the CBC charity for 2025-2026.

MOTION: Arthritis ACT will be the Club's charity for 2025-2026

Moved: Alison Russell-French

Seconded: Barbara Bialowas

CARRIED.

12 YOUTH SUB-COMMITTEE

12.1 YOUTH DAYS

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

13 EDUCATION SUB-COMMITTEE

13.1 NEW EDUCATION CURRICULUM UPDATE

Work in progress – this meeting is an interim meeting.

14 CONTRACT AND EMPLOYMENT SUB-COMMITTEE

14.1 AMICK MOAFI

Amick has resigned from his role at the CBC. The Committee thanks him for his dedication and service.

Steve Geddes will help in the management of the Club until a replacement can be found.

15 OTHER BUSINESS

15.1 RECENT DEATHS OF CLUB MEMBERS

Unfortunately, a number of Club members have passed away recently. The treatment of tributes and funeral details will be standardized in the CBC Newsletter.

15.2 MEMBERS NOT MOVING SECTIONS WHEN ASKED

The Committee recently implemented an A Grade and B Grade in select sessions at the Club. This system can only work if players are respectful and mindful of other members and the requests of the direct. No player is entitled to play in a given section, and in order to ensure the integrity of any given session the director may request members to move seats. The director can do this in their absolute discretion.



Canberra Bridge Club

16 CORRESPONDENCE IN

17 AGM

The AGM date has been **changed** to the **29 October 2024 at 5:00 pm**

18 ACTION ITEMS

1 - Jennifer to update the relevant policy for circulation to the Committee and the CBC Managers.....4

19 NEXT MEETING AND MEETING CLOSE

19.1 NEXT MEETING

The next meeting will be held 19 September 2024.

19.2 MEETING CLOSE

Alison Russell-French closed the meeting at 18:48.