

Minutes for Central Coast Bridge Club 12 July 2022

Call to Order

A meeting of Central Coast Bridge Club was held on 12 July 2022 at the Central Coast Bridge Club. It began at 9:30 a.m.; Louise Lewis presided and Steph Mathews served as secretary.

Attendees

Voting members in attendance included Graham Williamson, David Purkiss, Rod Shellshear, and John Redfearn; Norm Berger participated by telephone

Apologies

Jill Wildey, Colin Klenig, and Kerrie Ransom

Objectives

1. Approve minutes of 14 June 2022 meeting and attend to any business arising
2. Review correspondence and attend to any business arising
3. Decide whether to approve applications for membership
4. Update Action Items list
5. Receive reports from Tournament Secretary, Masterpoints Secretary, Treasurer, Chief Director, and COVID coordinator
6. Decide what, if any, changes to make re Saturday sessions
7. Decide what, if any, changes to make re weekday morning sessions
8. Receive update on training program
9. Discuss communication strategy for building upgrade
10. Decide on procedures and next steps for SGM
11. Receive update from Marketing Subcommittee
12. Decide whether to change procedure for printing game vouchers

1. Call to order

Louise called the meeting to order at 9:30 a.m.

2. Approval of Minutes of Previous meeting

Steph moved and Rod seconded that the committee approve the minutes of the 14 June 2022 meeting; the motion carried with none opposed and one abstention.

3. Business arising from the minutes

The committee agreed that John would decide who would attend the upcoming Coast Shelter events; Louise offered to attend the day at the races.

4. Correspondence

Incoming

16 June email from Austin Driscoll forwarding statement from DSR Partners
 21 June email from RealBridge re learning opportunities
 28 June email from Kevin Carson re building upgrade
 6 July email from NSW Fair Trading re proposed new rules
 8 July email from NSWBA re strategic review

Outgoing

18 June email to Jan Buchanan-Medina re late afternoons
 18 June email to Jan Buchanan-Medina re her suggestions for Mon/Thurs afternoons
 18 June email to Roy Cotton re committee decision on membership application
 27 June express post or hand-delivery to members w/o email re SGM
 28 June email to all members re Notice of SGM
 8 July email to DSR Partners re contact person for Club
 8 July email to Mike Hilton re approval of membership application
 9 July email to Dorothy Rosewell thanking her for her assistance

5. Business arising from Correspondence

David has replied by private email to Kevin Carson's email
 Steph and David to look into NSW proposed rule changes
 Steph to follow up re NSWBA Review

6. Membership applications

Steph moved and Rod seconded that applications for home club membership from Lynette Bigland and Jackie Hardwick be approved; the motion carried unopposed. Phil moved and Steph seconded that Vic Pietraszkewicz's application for home club membership be approved; the motion carried unopposed. Steph moved and David seconded that Gloria Smith's application for home club membership be approved; the motion carried unopposed. John moved and Steph seconded that Sharon Cole's application for home club membership be approved; the motion carried unopposed.

7. Action items update

Procedural Manual. Steph has met with David, Dawn and Phil re matters related to treasurer's duties.

Incorporate change into by-laws. Louise to help Steph convert PDF to word so changes may be incorporated without retyping all the bylaws.

Mortgage release. Filed; awaiting confirmation.

Fire safety inspection. Done and report lodged; David to follow up with Marland re evacuation plan and smoke detectors.

Revise membership applications to state refund if not approved. No need; already says that.

Revise constitutional amendments re alternate members' rights. In progress.

Look into funding options provided by Dorothy Rosewell. David reports that grant funds not available at the moment, but may approach local MPs re same

Consult with Shan re serving as IT contact for sign. Shan to receive training and assist Jan Buchanan-Medina with messaging..

Review skills survey for person able to manage sign.

8. Tournament Secretary's Report

Norm is trying to organize director for postponed events and then can set dates (Restricted and Open Teams). Christmas in July was well attended and went well. Matt Raj Mal to help with novice teams on Thursday. Swiss Pairs scheduled for August and is publicized on notice board, announcements, and website.

9. Masterpoint Secretary's Report

No report as Colin unable to attend meeting.

10. Treasurer's Report

Phil presented the profit and loss statement for June and reported he is gathering the materials needed for the accountant's year end report. Meeting with accountants is set for Friday. Phil requested that money for lessons be entered as income on the Daily Takings Sheets.

David presented Actual to Budget figures for April – June with annual and quarterly costs prorated monthly. Report filed with Minutes.

11. COVID Update

In Colin's absence, Norm reported that the NSW Health Minister has reported that cases are expected to double in the near future and recommends that masks be worn indoors. Steph reported that the US news outlets are reporting a variant that is 7 times more infectious than any they have seen. After discussion, the committee decided to strongly recommend that players wear masks at the club. Steph to send email to all members that includes a rationale for the recommendation. See Motions below.

12. Chief Director's Report

John had nothing to report

GENERAL BUSINESS

13. Saturdays

John proposed bringing the learners along to the Saturday afternoon lessons after they finish their "protected play" next Tuesday. The learners would play with supervision in a separate section on Saturdays for a few weeks after which they would play in a teams event with the more experienced Saturday players.

14. Morning sessions

Given the low numbers at morning sessions, the committee discussed several ideas to increase attendance. Ultimately the committee decided to offer a special morning tea on Monday mornings to be promoted by email, announcements, and on the website. Phil volunteered to provide the cheese platter and cakes on Monday mornings.

15. Training Update

In response to a suggestion that a training subcommittee be appointed, Louise reported that we already have a training team (John, Louise, Steph, Peter Johnman, Colin Kleinig, and Gary Heyting) and that the team has completed considerable work in the last year, referenced in the minutes of several previous meetings. Louise presented a written report (to be filed with the minutes) that describes the timetable of courses for the year, the plan for beginners (including two courses and integration into other sessions), the graduates and new members generated by the program and increased attendance at lessons for novice and intermediate players. Louise acknowledged the tireless efforts of John Redfearn working to develop the timetable and course materials for each course and, of course, teaching. Louise also acknowledged the contributions of the rest of the training team who help with lessons including Steph Mathews, Peter Johnman, Colin Kleinig, and Gary Heyting.

David requested a regular report re learners who stay and play at the club and that new members be acknowledged in the newsletter.

16. Communications strategy for building upgrade

Louise noted the importance of updating the FAQs and ensuring that committee members are prepared to answer any questions raised during sessions. David has looked into the ABF Trust as a potential funding source for improvement and expansion of bridge venues. The trust has loaned money to Maitland, Hawksnest and Toronto clubs. David to continue to follow up. Louise to update FAQs.

17. Special General Meeting

After discussion, the format for the meeting was decided to include a welcome and thank from Louise and explanation of the code of conduct for the meeting followed by a reading of the resolution, unanimously supported by the committee and seconded by Peter Johnman. Louise to then call for statements for and against the resolution (alternating with a 5-minute limit). When there are no more statements, Louise to call for questions. When there are no more questions, Louise will call for the vote by secret ballot. Steph to prepare ballot and sign in sheet; Kevin and Kerrie Johnman to serve as scrutineers (Louise to confirm with Kerrie).

18. Marketing Subcommittee Update

Deferred to next meeting.

Motions

Steph moved and John seconded that we highly recommend that anyone coming to the club wear a mask effective immediately; the motion carried unopposed.

Meeting Closure

The meeting objectives were met, and Louise adjourned the meeting at 12:20 p.m.

Next Meeting

Tuesday, 9 August at 9:30 a.m.

Stephanie Mathews, Secretary

Louise Lewis, President