

Minutes for Central Coast Bridge Club 9 December 2022

Call to Order

A meeting of Central Coast Bridge Club was held on 9 December 2022 at the Central Coast Bridge Club. It began at 12:55 p.m.; Norm Berger presided, and Steph Mathews served as secretary.

Attendees

Voting members in attendance included Jill Wildey, John Redfearn, Matt Raj Mal, Graham Steel, Graham Williamson, and Colin Kleinig

Apologies

Louise Lewis, Rod Shellshear, and Phil Thomas

Objectives

1. *Approve minutes of 11 November 2022 meeting*
2. *Deal with any business arising*
3. *Update on incoming and outgoing correspondence*
4. *Deal with any business arising*
5. *Decide whether to approve applications for membership*
6. *Receive update on action items*
7. *Receive reports from MP secretary, treasurer, tournament secretary, chief director and COVID coordinator*
8. *Receive update from BUS and deal with any business arising*
9. *Decide whether to change Supervised Play sessions and how to proceed with Tuesday mornings*
10. *Receive reports on Christmas Party*
11. *Decide whether to change Saturday afternoon session*
12. *Decide whether to host NYE bridge*
13. *Decide whether to award free games if fewer than 3 tables*
14. *Decide whether to approve a free game raffle on Monday & Thursday afternoons*
15. *Receive update on insurance*
16. *Receive update on dealing machine*
17. *Receive update on constitution*
18. *Decide on date for AGM*

1. Call to order

Norm called the meeting to order at 1:00 p.m.

2. Approval of Minutes of Previous meeting

Steph moved and Norm seconded that the committee approve the minutes of the 11 November 2022 meeting; the motion carried unanimously.

3. Business arising from the minutes

Matt provided information about Altosoft web platform for our website. Steph advised committee of Shan's opinion that we would not receive enough additional benefit to justify the \$300 set up cost

and \$25 monthly fee. Decision on this item was deferred to the next meeting; Steph to ask Phil to let us know the cost we pay for the current platform..

4. Correspondence

Incoming

14 Nov email from Eris Brown advising Mary McFadden and Gillian Aldridge will take over duties related to fiction library
 18 Nov email from Marly Swanson-Wood transmitting draft timeframes for upgrade
 24 Nov email from Council re failure to lodge Fire Safety Statement
 28 Nov email from Matt transmitting information about Altosoft website platform
 30 Nov email from Peter Johnman re cancellation of summer teams
 1 Dec email from AED support confirming purchase and shipment of replacement battery for defib
 4 Dec email from Sue Mansell re relocating
 5 Dec email from Peter Johnman re named trophies and AGM date
 5 Dec email from Wendy Mitchell re Colin's death
 7 Dec email from norm transmitting info re council site inspection on 12 Dec
 7 Dec email from Dawn Thomas forwarding Steve Weil's transmittal of Certificate of Currency for our public liability insurance

Outgoing

24 Nov email to Michael and Rod expressing the club's caring and concern
 24 Nov email to Wamberal school with info re bridge lessons for school newsletter
 1 Dec email to Peter Johnman re why Summer teams cancelled
 4 Dec email to Eris thanking her for her service
 8 Dec email to Steve Weil at TBIB requesting copy of our liability policy
 8 Dec email to Dawn Thomas asking her to request copies of any other insurance policies for our file
 8 Dec email to Rob Patterson re welcome to club
 8 Dec email to Sue Coleman re welcome to club

5. Business arising from Correspondence

Steph to respond to Peter Johnman re trophies and AGM.

6. Membership applications

Steph moved and John seconded that the following applications for home club membership be approved: Wayne Gerlach, Lucy D'Ambrosio, and Raj Bhattacharya; the motion carried unanimously.

7. Action items update

Procedural manual: in progress
 Revise bylaws as needed: in progress (Norm, Matt, Steph)
 Disabled parking in driveway: in progress
 Follow up with Marland re smoke detectors and evacuation plan: in progress
 Training for sign: Steph and Jill need to arrange; consult with Shan
 Contact Marilyn Scott re My ABF: in progress
 Maintain contact with ABF re DA Status re loan offer: ongoing

Welcome letters for Sam Zammit: done
Letter to WESTPAC re new signatories: done
Follow up on Fair Trading Financial Reporting requirements: in progress
Complete ABR forms: in progress
Investigator notation on October P&L re (-)\$505.00 expense for Coast Shelter: in progress
List of trophy and special events winners: done
Coordinate with Shan re promotion of upcoming events on website: ongoing
List of members with fewer than 100 and fewer than 300 MPs: done
Revise Covid coordinator job description in bylaws: in progress
Revise Treasurer and Secretary job description in bylaws: in progress
Investigate changing website platform: done
Finalize constitution as approved: In progress
Submit constitution to solicitor for review: awaiting finalization of document
Integrate all amended bylaws into one document for committee review

8. Masterpoints Secretary's Report

Colin reported that Masterpoints are up to date.

9. Treasurer's Report

Phil was absent from the meeting and did not submit a report

10. Tournament Secretary's Report

Matt reported that the program is ready to go to the printers. Will arrange pre-entry for all redpoint events on line and on notice board; Steph to put on-line entries as advised by Matt. Norm and Matt recommended maintaining a folder to contain a list of all special events and a copy of the results printout for each event to facilitate trophy, honour board, and program listings at the end of the year.

11. Chief Director's Report

John reported all is going well.

12. COVID update

The committee discussed easing club restrictions in light of the current status of restrictions state-wide. Norm, Steph and Colin to meet to discuss and report to the committee in January

13. Building Upgrade Subcommittee

Norm advised that Marly Swanson-Wood has left Fabric Architecture and that one of the partners has taken over our project management. Council is to conduct an on-site inspection on Monday 12 December at 8:30 a.m. All BUS members have a copy of the draft timeline; council approval is not expected until March 2023.

GENERAL BUSINESS

14. Supervised play

John to talk with regular players at those sessions regarding whether they desire any changes. He will report back to the Committee in January. After discussion with John and the Committee Steph agreed that the Tuesday morning session should focus on fewer boards and more education.

15. Trophies and honour boards

Graham has the information he needs to get trophies engraved and honour boards done Steph to assist with typing email to vendors with required information..

16. Christmas Party

Jill thanked John for all of his hard work for the Christmas party. Norm noted the confusion that arose regarding whether the band would play and recommended we take steps to avoid that in the future. The committee decided that a convenor should be responsible for next year's party, and Jill Wildey volunteered.

17. Saturday afternoons

Steph reported that members had asked her about plans to do away with the Saturday afternoon session. The source of that rumour is not clear, but the committee confirmed it has no plans to do away with Saturday afternoons..

18. New Year's Eve Bridge

Steph advised that she and Gary are happy to host a bridge game on New Year's Eve. The committee authorized them to give it a go and recommend no charge for the bridge.

19. Fewer than three tables

Steph moved that players not be charged if there are fewer than three tables; there was no seconder. The issue to be discussed in January so the treasurer can be present for any discussion.

20. Monday and Thursday afternoon raffle

Steph sought approval to raffle off two free game tickets to Monday and Thursday afternoon players for use by the winning pair at any session other than Monday and Thursday afternoons. See Motions below.

21. Insurance

Steph advised that we now have a Certificate of Currency on file for our public liability insurance and that she has requested a copy of the policy. She also asked Dawn to obtain copies of any other policies that cover the club so that we can have current insurance documentation on file in the office.

22. Dealing Machine

John reported that the dealing machine is working well. He is in the process of dealing boards for our Super Congress.

23. Constitution

Steph advised that the last change approved by the committee will be incorporated and that Louise will format the document once she is well.

24. AGM Date

The recent AGMs were held in August and September because of issues that arose due to the COVID pandemic. As our fiscal year ends on 31 March and the AGM has historically been held the first Saturday in May, the committee agreed to schedule 2023 AGM for 6 May. See Motions below.

Motions

Steph moved and John seconded that each Monday and Thursday afternoon we randomly select a pair to win non-transferable free game tickets for any session other than Monday and Thursday afternoon to be trialed for three months; the motion carried unanimously.

Norm moved and John seconded that the AGM be held on 6 May 2023; the motion carried unanimously.

Meeting Closure

The meeting objectives were met, and Norm adjourned the meeting at 2:10 p.m.

Next Meeting

13 January 2023; time TBA.

Stephanie Mathews, Secretary

Louise Lewis, President

Out Session Motion 16 November 2022:

Steph moved and Colin seconded that Sue Coleman and Rob Patterson's applications for home club membership be approved; the motion carried with 6 votes in favour and none opposed.,

Out of Session Motion 26 November 2022

Steph moved and Jill seconded that section 4.15 of the constitution be amended to read as follows: “A member may give written notice to the secretary of business the member wishes to raise at an annual general meeting; any such notice must be lodged with the secretary at least 28 days prior to the annual general meeting”; the motion carried with 8 votes in favour and none opposed.

Stephanie Mathews, Secretary

Louise Lewis, President