

Minutes of Meeting

Central Coast Bridge Club

Date: 13th March 2024

Time: 9.30 am

Meeting Roles:

Chair: David Purkiss

Secretary: Kerrie Ransom

Attendees: David Purkiss, Kerrie Ransom, Norm Berger, Rod Shellshear, Matt Raj Mal, Mike Hilton, Lawrie Ransom, Jill Wildey, Graham Williamson, Colin Kleinig, Jan Buchanan-Medina.

Apologies: nil

Objectives:

1. Approve Minutes of Meeting 7th February 2024. Proposed GW, seconded MRN, all in favour.
2. To acknowledge "Out of Session" motion "**To accept the quote by Sydney Geotech for \$3,620 (ex GST) for a geotechnical site investigation and report**". Proposed by DP, seconded by LR, all in favour. This report was needed to comply with one of the conditions of the approved DA, and the Construction Certificate will not be issued by CC Council without a clear understanding of the actual ground condition, including the present of acid sulphates.

Correspondence:

Incoming:

1. 13th February 2024: email from Peter Johnman re SGM for Constitutional change.
2. 13th February 2024: email from Berenice Air re newsletters.
3. 25th February 2024: email from Stephanie Mathews re SGM for Constitutional change.
4. 28th February 2024: email from Pianola re changes to their email formats.
5. 28th February 2024: email from David Waterhouse re Rotary raffle results.
6. 28th February 2024: email from Running Repairs re offer of 15% discount to CCBC members.
7. 29th February 2024: email from NSWBA Chairman re AGM, approval of Separation Proposal to separate the peak body functions of the NSWBA from its bridge club operations. Attached is a draft Constitution.
8. 8th March 2024: fee proposal from CD Certification.
9. 12th March 2024: email from John McIlrath re Zone Councilor and proposed Central Coast meeting on 19th March 2024, 2.00 to 4.00pm at The Entrance Leagues Club. Requests RSVP ASAP.

Outgoing:

1. 11th February 2024: Pianola email to all members re SGM for Constitutional change.
2. 13th February 2024: email response to Berenice Air.
3. 15th February 2024: email reply to Peter Johnman.
4. 21st February 2024: February Newsletter
5. 21st February 2024: Pianola email - reminder of SGM for Constitutional change.
6. 25th February 2024: email response to Stephanie Mathews.
7. 29th February 2024: Pianola email - building upgrade report from President.
8. 1st March: Pianola email - SGM for Constitutional change deferred.
9. 3rd March: Pianola email - building upgrade special report from President.
10. 8th March: Pianola email - building upgrade special report from President

Business Arising from Correspondence:

1. Approve fee proposal from CD Certification. Motion: **“To accept the quote from CD Certification for \$5,008 to provide relevant Compliance and Construction Certificates required for the building upgrade”**. Proposed RS, seconded MH, all in favour.
2. Discuss Newsletter re email from Berenice Air - to be discussed in General Business with Member Survey.

Membership Applications:

Out of Session Motion to accept Joan Pavitt as member. Proposed by RS, seconded by NB, all in favour.

Action Items Update: Action List updated. Quote presented by Be-sure Workplace Safety of \$838.20 to install exit signs in accordance with AS2293.1 (this is an Australian Standard requirement). Motion: **“To accept the quote by Be-Sure Workplace Safety to install exit signs in accordance with AS2293.1 code”**. Proposed RS, seconded NB, all in favour (current exit signs will be replaced).

Report from Treasurer: The Treasurer reported that a net loss of \$1,120 was incurred during February 2024 with a YTD net profit of \$27,657 resulting in a YTD net cash surplus of around \$35,000. Overall, a very encouraging trading performance with the CCBC on track to generate a net profit for 2023-2024 of around \$35,000 (including the Super Congress) which will significantly exceed the budget projection of \$20,468.

Report from Masterpoints Secretary: Peter Cloughessy spoke to the Committee. He reported that all green point allocation up to 7th March has occurred, and Wamberal Cup (red point) is awaiting authorisation by ABF. Allocation of gold points for GNOT qualifying event on 16th and 23rd August 2023 is currently underway.

Report from Tournament Secretary: Nil to mention.

Report re: Building Upgrade: DP discussed the following key matters: -

1. Progress with the member donation sponsorship program with initial donations totalling around \$300K from a small number of members together with general member donations of around \$25K to date. The target for general member donations is \$100K which will be matched dollar for dollar by the Benefactor.
 2. DP provided a copy of the CCBC balance sheet at 28 February 2024 and indicated that surplus cash funds (including term deposits) would approximate \$225K at 31 March 2024 which would support the CCBC cash contribution of around \$200K to the building upgrade project whilst retaining around \$25K for working capital purposes.
 3. DP provided a summary of building upgrade costs incurred during the last 3 years of around \$50K which have been funded from trading profits generated during 2021-2022 (\$37,757) and 2023-2024 (35,750). These costs included DA costs, architect's fees, engineering specifications, construction documentation and other consulting fees required to meet the DA conditions mandated by the CC Council.
 4. DP also provided an update re progress with the builder tendering process involving 3 local builders with the successful builder being selected by the committee at the next committee meeting on 10th April 2024. The key selection criteria included total construction costs and the construction timeframe. Given the need to complete the building upgrade before Xmas, construction would need to commence in early June and be completed by the end of November at the latest.
3. **Report from Marketing Sub Committee:** DP provided a summary of feedback from the member survey (55 responses) including an analysis of answers to the 27 questions. Most new members and current members join our Club after recommendations from friends or family. The social aspect of playing rated very highly as a motivator to join and continue to play. The committee discussed this information and

referred it to the Marketing Sub-committee (including Brooke Simmons) for analysis, interpretation, and inclusion in the development of current and future marketing strategies. DP also tabled a summary of feedback from the survey of 7 potential members attending Beginner's lessons – this information to be referred to the Training and Learning Sub-committee for further analysis.

Report from Teaching and Learning Sub Committee: Has not met.

Report from Disciplining of Members Sub Committee: Sub Committee continues to hold regular phone hook ups to discuss constitutional changes. SGM deferred after valuable feedback from several members. Member feedback to be discussed further. Sub Committee to continue to meet via phone link and also in person as needed. Committee to be given further updates, and suggestions considered re FAQs from member feedback.

General Business:

1. **Logo for CCBC:** JBM suggests alteration to logo is needed. Marketing Subcommittee to manage and refer to Committee for approval.
2. **Constitutional change discussion:** SGM for Constitutional change was discussed. The sub-committee is taking time to assess member feedback and will continue to report back to the Committee.
3. **Super Congress:** Discussed entries, housekeeping, catering etc.
4. **Timely notification of upcoming events and results:** LR stated again that upcoming events and winners of events are not being communicated to him for publishing on website or the Club calendar. Discussed who is responsible. MRM said it is now the responsibility of Masterpoints Secretary. This remains unresolved.
5. **Clock Update:** New clock in use.
6. **Strategic Plan:** will be carried forward from previous meeting again.

Meeting Closure: 11.45 am.

Next meeting: Wednesday, 10th April 2024 at 9.30 am.

Kerrie Ransom (Secretary)

David Purkiss (President)