

CENTRAL COAST BRIDGE CLUB COMMITTEE MEETING

Held at 9.00am Tuesday 24th September 2019

Minutes

Meeting Opened by Jean Moran (President) at 9.00am.

Present - Sally Clarke(SC), Gary Barwick(GB), Garrie Watt(GW), Colin Kleinig(CK), Pam Townsend(PT), Jean Moran(JM), Roy Cotton(RAC), Austin Driscoll(AD), Marianna Xerri(MX), Rhonda Nix(RN)

Apologies - Nola Daly (ND)

It was noted that a quorum was present

Minutes of the Committee meeting held 20/8/19 were available and circulated prior to the meeting. There were no amendments or corrections.

It was moved that the minutes be accepted.

Proposed GW - Seconded GB

Motion passed unanimously

Business arising from the Minutes

The issues relating to the deeds of the club premises are ongoing. **SC to action.**

Correspondence:

Incoming and outgoing correspondence schedule tabled and correspondence file available at meeting. No issues arising from general correspondence.

Two items considered separately

1 Letter from Stewart Duxbury re Myxomatosis 2 bidding system. Mr. Duxbury in his letter suggests that the system be banned for general club play.

SC suggested that we as a club approach other clubs in the area to get a consensus on the best approach to take on the Myxomatosis system. It was agreed that **SC and GB would contact other clubs in the area** and make recommendations at the next committee meeting.

2 Letter from John Mcilrath re Lock Out for one Saturday session. JM said she supported the suggestion that club members inconvenienced should be compensated. All members agreed.

Reports

Treasurer

- Table income is holding up well
- No short term need to change our financial settings
- Expenditure is in control, albeit increased with introduction of session fee payments to club directors
- It was moved that the report be accepted

Proposed PT - Seconded SC

Motion passed unanimously

- The treasurer requested that any expenses must have appropriate documentation filled out before reimbursement.
- Budget process progressing. **AD to have budget ready for October committee meeting.**
- It was agreed to have petty cash float, with access by directors only. This to be in locked box with director on duty to have access. The petty cash float to be for minor approved items only. Receipts must be supplied
- Membership discussed. It was agreed that membership needs to be better managed and coordinated. To be reviewed
- Three month audit as required by the accountant discussed . **AD to action**
- AD said his assumption was that audit to be to end June then end September. AD said he would prefer to do audit at end September. A discussion took place on who could do the audit. Suggestions to be reviewed at next meeting
- AD said every event needed a costing sheet prepared by organizer. Event organiser to action.

Tournament

- Tournament Report tabled, GB outlined main points. GB stated that the GNOT was only chance to play for gold points at our club.
- Lakes Challenge is restricted to eight teams, so far four teams have nominated.
- Bridgemates need servicing and some need pads replacing. **GB to action**

- GB suggested we need to realign our events to redistribute the red points in a more appropriate way to attract players to the club. He will make a proposal.
- SC asked that tournament secretary provide his report to all directors.
- Directors training to take place on 17th November 9-30am to 3-30pm. SC proposed our club be used for training. Expenses and fees to be decided and clubs to pay in retrospect on a pro rata basis. **SC to action**
- Directors meeting on 1st October at 10-30am.
- Non-playing Directors discussed. **SC to look into what other clubs do.**

Congress

- Report tabled. SC reported that the recent Restricted and Novice Congress was a great success and she had received many positive comments about it.
- SC suggested that future congresses would not need printed brochures with the advent of the internet and emails.

Repairs and Maintenance

Report tabled. GW stated that items were left on the report until completed. GW then outlined the present status of the completed and outstanding works.

- Pantry, complete
- Termite Inspection will get a young worker to clean up under the building so that a complete inspection can be carried out.
- New bookshelves, it is proposed to purchase new book shelves to provide an improved arrangement. Up to five bookcases being considered. A brief discussion took place to identify the possible location for the new shelves, agreed that they would be located on the north wall close to the front of the club.
- GW proposed that five units be purchased at a cost of \$2140, they would be flat pack to be assembled by GW with assistance from club members. They would be fixed to wall for safety.
- A motion was put to allow the expenditure.
- Motion: that the Committee authorise GW to spend up to \$2,200(?) on the purchase of bookshelves for the library.

Proposed by GW - Seconded by RAC

Motion passed unanimously.

- Potholes in Car Park, **GW to follow up local council.**
- Solar panels - the potential installation of solar panels to be assessed and cost and pay back evaluated. A report is to be prepared by GW and submitted to the committee.
- New speaker system has been purchased and installed. Discussion took place on where it is to be located. JM suggested leaving it in present location for a trial period but adjusting the volume. Agreed by the committee.
- Some issues identified with window sealing. GW with assistance from Ron Moran to investigate and rectify.
- A secure box is to be purchased for better management of all keys.

House

No report received

New Members

No report received

Main Items

Review of Special General Meeting

Brief discussion on SGM and result of the vote supporting the committee. Overall view of committee is that the vote was positive and that we will continue to serve the club and all members.

Complaint against Gary Heyting

GB was asked to leave the room while committee discussed the complaint. JM explained the issues and said the Ombudsman has provided a report on her investigation which was tabled. The Ombudsman's suggestion is that Mr Heyting provides an apology and be put on notice that any future unacceptable behaviour will be subject to disciplinary action in the event of further proven complaints against him..

A motion was put that the committee accept the report and approve the recommendation of the Ombudsman once apology received.

Proposed JM - Seconded SC

Motion passed unanimously

GB recalled to the room.

It was agreed that **RAC will draft a letter** for JM to hand to Mr Heyting after receipt of an apology from him in writing.

Signing Authorities

The change of Committee requires that new Bank Access Authorities are put in place. **AD to action as soon as possible.**

A motion was put to change the authorities (see attachment forming part of these minutes).

Proposed AD - Seconded GB

Motion passed unanimously

Cleaning

It was proposed that professional cleaners be employed to clean the rooms and not members, particularly now that the usage has increased. A cost of \$200 would ensure twice a week cleaning and maintenance of a high standard of cleanliness. Approved by AD and actioned by JM

Past Motions

All past motions to be put on Excel Spreadsheet, **GB and PT to action**

Parking

Car parking is becoming difficult. **CK to look at possible solutions.**

Naming of Trophies

It was suggested that naming trophies after club members does not reflect the intent of the competition and that names would not be relevant after a number of years. GB suggested that trophies should be named in such a way that describes the event. If the trophy is named for a person that should come underneath the event name e.g. Swiss Pairs Trophy (Josie Ryan Trophy). It was agreed that in future the Committee would not name trophies after members.

Members List

Some concerns were raised regarding accuracy of Pianola membership information. It was agreed that **AD, RAC and masterpoints administrator will resolve any outstanding issues** and in addition will develop an improved process for new applicants.

Mail Collection

RAC to ensure mail is collected promptly and to liaise with John Redfearn who collects mail at present.

Upcoming Events

For Charity day it was agreed that the cost of wine would not be deducted from donations. A report on the charity day will be prepared by JM and PT.

AD to get John Redfearn to sign cheque for charity day.

Sumer teams

This event will take place on 1st December. John Mcilrath has been asked to direct and has accepted. Brochure to be put on website. A conveyor is required for the event and possible candidates to be approached ASAP.-SC and JM to action

- JM asked house committee to provide options for catering for the Melbourne Cup event and other future events such as Christmas Party.
- Committee has decided that no alcohol is to be served during Tuesday evening sessions.

Next meeting on 15th October at 9am.

Meeting Closed at 11-30am

President

Secretary