

Minutes for Central Coast Bridge Club

17 Nov 2020

Call to Order

A meeting of Central Coast Bridge Club was held on 17 November 2020 at the Central Coast Bridge Club. It began at 10:06 am Louise Lewis presided, and Steph Mathews served as secretary.

Attendees

Voting members in attendance included Kerrie Ransom, Colin Kleinig, Rod Shellshear, Norm Berger, Phil Thomas, John Redfearn, and Graham Williamson; David Purkiss participated by telephone

Apologies

Jill Wildey

Objectives

1. Decide newsletter editor and publication date
2. Agree on strategies to promote two-way communication with members
3. Reconsider Recorder appointment
4. Decide whether to re-evaluate prize money
5. Decide whether to add new sessions
6. Decide whether to host trivia night
7. Update committee re solar panels
8. Update committee re planning process

2. Approval of minutes from previous meeting

Steph thanked the committee for approving the 20 October 2020 minutes via email to enable earlier publication.

3. Incoming Correspondence

26 October email from Ronnie re Zonal Councillor nominations
3 November email from Ronnie/Warren Lazer re UHMP competitions
10 November email from Gary Barwick (copy) to spotonsolar advising to change the supervisor email account from Barwick to the bridge club
12 November email from BWBC re draft event program for 2021
11 November email to Rod Shellshear (copy) re link for solar data
14 November email from Gary Barwick requesting that any communications to him go through the club secretary
16 November email from Dorothy Rosewell re planning process

Outgoing Correspondence

10 November email from Rod Shellshear to Gary Barwick requesting user name and password for the Solar inverter
Bereavement card to Pam Jones
Bereavement card to Virginia Dressler

4. Business arising from correspondence

None.

5. Treasurer's Report

Phil presented the profit and loss statement for October 2020 (attached), which reflected an operating profit. Phil also reported that the tap and go payment system is now up and running and that directors have been trained on use and reporting; the cost is \$55 per month. Phil moved his report be accepted; Steph seconded; the motion carried unanimously.

6. Tournament Secretary's Report

Norm reported that the red point events have been running as planned with the exception of one carryover because we had fewer than 5 tables on the scheduled day. The last trophy event for the year is scheduled for tomorrow (18 November), and the Black Swan Pairs begins Thursday, 26 November. Norm moved his report be accepted; John seconded; the motion carried unanimously.

7. Chief Director's Report

John reported that the dealing machine is in for repairs and should be back to the club by Friday.

8. Action Plan Update

Louise reported that a number of members participated in the first planning meeting and endorsed the project approach. Louise presented a summary of the workshop activities wherein members identified specific activities the club should consider within each of the action areas (i.e., Relationship Building, Leadership in Bridge, and Operational Excellence) adopted as part of the Strategic Plan on 20 October. To continue the work started at that first planning meeting, Louise asked each committee member to adopt one or more Action Areas and to draft questions for a member survey designed to capture the members' goals and idea within each area. The responses to the survey will guide the committee's steps in the future. The committee members' selections are as follows:

Steph:	Relationship Building and Leadership in Bridge
Colin:	Leadership in Bridge
John:	Relationship Building and Leadership in Bridge
Kerrie:	Relationship Building
Norm:	Relationship Building and Leadership in Bridge
Rod:	Operational Excellence
Graham:	Operational Excellence and Leadership in Bridge
Phil:	Operational Excellence
Louise:	Relationship Building
David:	Operational Excellence
Jill:	TBA

Members agreed they would be able to have draft questions for discussion at the next meeting. Steph to remind members of their choices and other members who chose same area(s) of interest.

General Business

9. COVID update. Kerrie reported that all is going well, and we have had no complaints. Kerrie has followed up on recent inquiries from members re loosening of requirements. While requirements for some venues have loosened, the requirements community halls with indoor sports activities have not changed. Kerrie also reminded the committee that Shan will need to do a COVID clean after Wednesday night trivia and before Thursday afternoon bridge. Shan is aware of this and has agreed to do it. Kerrie also advised that Shan has requested an increase to \$30 for cleaning after a session with fewer than 6 tables given the time required.

10. Communication. In previous planning discussions, the committee emphasized the importance of maximizing two way communication with members. Steph recommended that we agree on a newsletter editor and date certain for first publication. The committee agreed to ask Shan to edit, with content subject to Louise's final approval. The aim is to publish the first issue by 1 December.

Steph also recommended that the committee rescind any prior committee's decisions that prohibited members from posting items on the club notice board without committee approval. Steph also recommended that we publish the days and times of John's lessons on the website to ensure all members are aware of those learning opportunities. To help John prepare materials for those lessons, members should notify him of their intent to attend. The committee also discussed publicizing the club's 6 December Congress on the website to ensure members are aware. Louise discussed surveys and the possibility of an external blog to promote input from members, particularly as the planning process is ongoing. Work on those two items will continue.

11. Member relations. Louise reported on a conversation she had with a member concerning matters that happened before this committee was elected. The committee discussed that it was good that the member felt comfortable contacting Louise to discuss her concerns. As the member's concerns were about matters over which members of this committee had no control, the committee determined that we are eager to move forward from the present and welcome any new or returning members who wish to play bridge at the clubhouse. Louise will contact the member and explain the committee's discussion.

12. Solar. Rod reported that the new solar energy system was not working from August through October due to a problem with a circuit breaker. Rod has fixed that problem and it is now functioning properly. Rod has acquired the link to monitor functioning and has switched the company communication from Gary Barwick to the Club and to Rod directly. The remaining matter to deal with is WIFI communication regarding the system; work is in progress on that issue.

13. Recorder. The committee discussed the propriety of appointing Peter Johnman as recorder because Peter is not currently playing at the club and apparently has no immediate plans to return. Norm suggested that Lawrie Ransom may be a good candidate, and the committee concurred. Louise agreed to contact Peter, and Norm agreed to contact Lawrie.

14. Prize money. Norm suggested that the Committee forgo awarding prize money for redpoint or trophy events for this year only because most of those events could not be held due to the club closure and COVID restrictions after re-opening.

15. Extra sessions. Norm reported that a number of people have inquired about adding extra sessions. The committee determined that we should not add any new sessions at this time and that we revisit the matter after the holidays.

16. Complaint procedure. Steph distributed a draft complaint procedure and proposed complaint form for committee members to consider between now and the next meeting, soliciting comments via email.

17. Trivia night. John presented the plan to host a Trivia Night on a trial basis for two consecutive Wednesday nights. The purpose of these nights is to attract people to the club to enjoy the company of members, see the safety precautions in place and hopefully consider learning to play bridge. The cost will be \$5.00 per player; the session will comply with the club's COVID plan; COVID cleaning will be required after trivia before the next bridge session; and information about bridge and the club will be shared with participants.

18. First 100 Days. Louise sought input to a First 100 Days report that will report to the membership where we are in terms of moving forward; she is to prepare a letter to the membership or an article for the newsletter re same. Examples include the club opening; development, compliance, and monitoring of the COVID safety plan; implementation of a tap and go payment option; cleanup of the garden area.

19. Masterpoints. Colin reported that the green masterpoints are up to date and red points are coming along. As he receives information from the MP center re home club changes, Steph requested that he notify her as those reports come in. To date, Margaret Regan, Carol Parker, and Adriana Smith have switched their home clubs from CCBC to the Community Club.

Motions

Phil moved for a finding that the committee had revisited the COVID requirements for community halls and endorsed the club's current COVID plan; Colin seconded; the motion carried unanimously.

Kerrie moved that the club increase Shan's payment for COVID cleaning from \$20 to \$30 when there are fewer than 6 tables at a session; Steph seconded, and the motion carried unanimously.

Steph moved that the committee appoint Shan to serve as the newsletter editor and that Louise have final approval of the newsletter content prior to publication; Kerrie seconded, and the motion carried unanimously. The committee notes that this decision effectively rescinds its decision on 20 October that the secretary have final approval of newsletter content.

Steph moved that the committee rescind the previous committee's decision that prohibited members from posting items on the club notice board without committee approval; Rod seconded, and the motion carried unanimously.

Norm moved that the committee award no prize money or redpoint prize vouchers for this year only, but that we get trophies engraved for events that were held; John seconded, and the motion carried unanimously.

John moved that the club host a trivia night on a trial basis for two consecutive Wednesdays with the understanding that the activity will be subject to the club's COVID plan; Norm seconded, and the motion carried unanimously.

Meeting Closure

The meeting objectives were met, and the meeting closed at 12:20 pm

Next Meeting

15 December 2020 at 10:00 a.m.

Secretary – Steph Mathews

President – Louise Lewis