

# Minutes for Central Coast Bridge Club

# 15 October 2021

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## Call to Order

A meeting of Central Coast Bridge Club was held on 15 October 2021 at the Central Coast Bridge Club. It began at 10:00 a.m.. Louise Lewis presided, and Steph Mathews served as secretary.

## Attendees

Voting members in attendance included David Purkiss, Jill Wildey, Colin Kleinig, and Rod Shellshear, John Redfearn, Norm Berger, and Kerrie Ransom.

## Apologies

Graham Williamson and Phil Thomas

## Objectives

1. Decide which constitutional amendments to submit to the solicitor.

### 1. Call to order

Louise called the meeting to order.

### 2. Constitutional amendments

**Amend Part 2(2) [Membership (Membership generally)] to include the following new subparagraph to clarify membership classifications:**

There shall be three classifications of members: home club members, alternate members, and life members.

- 1) A home club member is a member who has designated Central Coast Bridge Club as his or her home club on the membership application form and who is subsequently identified as a member of the Central Coast Bridge Club with the Australian Bridge Federation.
- 2) An alternate member is a member who has designated another club as his or her home club and is identified as a member of that other club with the Australian Bridge Federation.
- 3) A life member is a home club member who has been nominated by a home club member and selected to be a life member in accordance with the procedures in clause \_\_\_\_\_ of this constitution.

**Amend Part 2 (Membership) clause 3 (Nomination) subsection (1)(a) as follows to clarify only home club members may nominate another for membership:**

- (1) A nomination of a person for membership of the association
  - (a) must be made by a home club member of the association in writing in the form set out in Appendix 1 to this constitution, and . .

**Amend Part 2 (Membership) by adding the following clause between Nomination for Membership and Cessation of membership to specify criteria for Life Membership:**

( )\_ Life Membership Criteria

A home club member is eligible for life membership if he or she has been a home club member for at least 15 years, at least 10 of which have been served on the committee provided he or she always upholds the values of tolerance, respectfulness, fairness, professionalism, honesty, integrity, openness and accountability. In addition, the nominee must have consistently made outstanding contribution to the association in at least one of the following criteria:

- (a) Is a bridge teacher at the association – researches bridge systems, prepares teaching resources, teaches club members
- (b) Is an Ambassador – the nominee has professionally and positively represented the association either through external event participation or through liaison with bodies on association-related matters
- (c) Is a Service Person - the nominee has contributed considerable and commendable personal input into the Club which has resulted in the Club being substantially, demonstrably and positively changed by that contribution. This may include but not limited to fund-raising, committee participation, supporting other members, clubhouse maintenance and other areas that a Committee may see as relevant.

**Amend Part 2 (Membership) clause 4 (Cessation of membership) as follows to reduce the grace period for payment of annual fees from 3 months to 2 months:**

Number “A person ceases to be a member . . . .” as subparagraph (1)

Amend (1)(d) to read:

(d) fails to pay the annual membership fee under clause 8(2) within 2 months after the fee is due.

**Amend Part 2 (Membership) clause 4 (Cessation of membership) to add following new subparagraph (2) to require a person to reapply for membership if he or she ceases to be a member:**

(2) If a person ceases to be a member for any reason listed in (b), (c) or (d) above, he or she must reapply for membership in accordance with the provisions in clause 2(1).

**Amend Part 2 (Membership) clause (8) (Fees and Subscriptions) as follows to specify the due date for annual membership fees:**

(2)(a) except as provided by paragraph (b) on or before 31 December of each calendar year, or

(b) if the member becomes a member on or after the first day of January in any calendar year – on becoming a member and before the first day January of the association in each succeeding calendar year.

**Add new clause 10 between to Part 2 (Membership) between Fees and Subscriptions and Resolution of Disputes to specify the various rights of home club, life, and alternate members**

## 10. Members' rights

An individual member's rights depend upon the type of membership held.

- 1) home club members and life members may
  - a) vote at an AGM or SGM,

- b) hold a position on the committee as an ordinary member or office bearer,
  - c) nominate other home club or life members for positions on the committee
  - d) participate in and win club championship events
  - e) participate in club-sponsored NSWBA qualifying events and represent the club in such events at the regional, state, and national levels
- 2) In addition to the rights listed in clause 10(1) above, life members are relieved of the obligation to pay the annual fee due to the Central Coast Bridge Club, the NSWBA and ABF.
- 3) Alternate members may
- a) participate in club championship events, but may not be designated as the winner of any such event and
  - b) participate in any club-sponsored NSWBA qualifying event, but may not represent the club in any events at the regional, state, or national level except as allowed by the specific competition's rules.
- 4) Alternate members may not
- a) vote at an AGM or SGM,
  - b) hold a position on the committee as an ordinary member or office bearer, or
  - c) nominate other home club or life members for positions on the committee.

**Amend Part 2 (Membership) clause 11 (Disciplining of member) to reflect the revised complaint policy, clarify service and notice provisions, specify the committee's right to refer matters to the Recorder and the accused's right to front the committee**

Action on this deferred until next meeting – Steph to prepare proposed revision to reflect the Complaint policy previously approved by the committee, clarify service and notice provisions, and specify right to front committee in person or via electronic means.

**Proposed amendment to Part 2 (Membership) clause 12 (Right of appeal)**

The committee discussed proposal to include a right of appeal for complainants as well as the accused. See Motions below for resolution.

**Amend Part 3 (The committee) clause 14 (Composition) subsection (1)(b) to remove unnecessary language.**

As subsection 2 limits the number of committee members to 11, amend (1)(b) to read

“seven (7) ordinary committee members, each of whom is to be elected at the annual general meeting of the association under clause 15. “

**Amend Part 3 (The committee) clause 14 (Composition) subsection (5) to clarify that if an office bearer resigns during a term, it shall count as a term for purposes of term limits.**

(5) No member shall be entitled to hold any one of the Office Bearer positions (President, Vice President, Treasurer, Secretary) for more than three (3) consecutive terms. If an office bearer resigns during a 1- month term, it is counted as a term for purposes of this section.

**Amend Part 4 (General Meetings) clause 34 to replace “member” with “home club member” to be consistent with the members' rights provision.**

**Amend Part 4 (General Meetings) clause 27 (Special general meetings-- calling of) to require 15% rather than 5% of the membership to request a special general meeting. Subsection (2) to read:**

(2) The committee must, on the requisition in writing of at least fifteen percent (15%) of the total number of members, convene a special general meeting of the association.

**Amend Part 5 (Miscellaneous) clause 39 (Funds – Source) as follows to delete superfluous language.**

Delete the last two subsections of this clause (currently numbered (5) and (6), but actually are (4) and (5)) as they are duplicated in clause 40.

**Amend Part 5 (Miscellaneous) clause 40 (Funds – management) subsection (2) to include electronic fund transfers:**

All cheques, drafts, bills of exchange, promissory notes, other negotiable instruments must be signed by two (2) authorised signatories; all electronic fund transfers must be approved by two authorized signatories being duly authorized office bearers.

**Delete Part 1 (Preliminary) Clause 1 (Definitions) subsection 5 (association objectives) and replace it with the following:**

1. Relationship Building
  - a. Create opportunities to build relationships and satisfaction with members.
  - b. Raise the profile of bridge and the CCBC among bridge club members and potential members.
  - c. Stimulate broader public interest in bridge and in CCBC membership.
2. Leadership in Bridge
  - a. Interface and liaise with external bodies.
  - b. Host a robust calendar of events.
  - c. Promote pathways and opportunities for all levels, from beginner to advanced competition.
  - d. Initiate high standards in bridge education and opportunities for performance improvement at all levels.
3. Operational Excellence
  - a. Provide the IT systems, scoring and access to rules for competition to make playing bridge 'easy'
  - b. Deliver management and operational excellence and efficiency, including sound financial management.
  - c. Ensure appropriate governance structures and succession planning.
  - d. Promote pathways and opportunities for Directors and Teachers.
  - e. Improve and maintain CCBC premises to ensure maximum efficiency and availability of equipment, utilities and related facilities at optimal cost and under satisfactory conditions of quality, safety and protection for the environment.

In addition to the above proposed amendments, the solicitors need to be advised that the changes approved at the 2019 AGM need to be incorporated into the revised constitution.

## Motions

Rod moved that we recommend amending the constitution to require one to be a member for 3 months before the rights designated in proposed Part 2 (10) Members Rights (1) home club members (a), (b) and (c) attach. The motion failed for want of a second.

Steph moved and Rod seconded that we do not recommend amending Part 2, Section 12 to include a right of appeal for complainants; the motion carried unopposed.

Steph moved and Kerrie seconded that we delete the existing “objectives of the association” in Part 1, clause 1, subsection (5) and replace it with the objectives specified above; the motion carried unopposed

Steph moved and Colin seconded that the proposed addition to Part 2 defining types of membership be approved; the motion carried with 8 voting in favor and 1 opposed.

Steph moved and Rod seconded that the proposed life membership criteria be approved; the motion carried unopposed.

Steph moved and Kerrie seconded that the nomination for membership provision be amended as above to permit only home club members to nominate another person for membership; the motion carried unopposed.

Steph moved and Colin seconded that the cessation of membership provision be amended as above to reduce the grace period for payment of fees from 3 months to 2 months; the motion carried unopposed.

Steph moved and Colin seconded that the cessation of membership provision be amended as above to require that a person reapply for membership if his or her membership ceased because of resignation, expulsion, or failure to pay fees within 2 months of the due date; the motion carried unopposed.

John moved and David seconded that the Fees and subscriptions provision be amended as above to require payment on or before 31 December in each calendar year; the motion carried unopposed.

Steph moved and Norm seconded that the proposed new “Members Rights” provision be approved; the motion carried unopposed.

Steph moved and John seconded that the provision requiring 11 total committee members not be changed; the motion carried unopposed.

Steph moved and Rod seconded that the proposed amendment to Part 3 clause 14(5) be amended to specify that if an office bearer resigns during his or her term it counts as a term for purposes of the term limits; the motion carried unopposed.

David moved and Steph seconded that that the last two subsections of Clause 39 (currently numbered (5) and (6), but actually the 4<sup>th</sup> and 5<sup>th</sup> subparagraphs) be deleted as they are repeated in Clause 40; the motion carried unopposed.

David moved and Steph seconded that Clause 40 be amended to include electronic fund transfers and to specify the authorized signatories are duly elected office bearers.

## **Meeting Closure**

The meeting objectives were met, and the meeting closed at 11:30 a.m.

## **Next Meeting**

Tuesday, 19 October 2021, 9:30 a.m..

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Stephanie Mathews, Secretary

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Louise Lewis, President