

Minutes for Central Coast Bridge Club 8 February 2022

Call to Order

A meeting of Central Coast Bridge Club was held on 8 February 2022 at the Central Coast Bridge Club. It began at 9:30 a.m.; Louise Lewis presided, and Steph Mathews served as secretary.

Attendees

Voting members in attendance included John Redfearn, Norm Berger, Phil Thomas, Jill Wildey, David Purkiss, Graham Williamson, Colin Kleinig, and Rod Shellshear.

Apologies

Kerrie Ransom

Objectives

1. Approve minutes of previous meeting
2. Determine any action necessary arising from correspondence
3. Update committee on membership renewals
4. Update status of Action Items
5. Receive reports from Treasurer, Tournament Secretary, Chief Director, and Masterpoint Secretary
6. Update committee on COVID requirements
7. Decide how to proceed with Brooks complaint
8. Decide how to proceed with Heyting complaint
9. Decide whether to approve partner arranging system
10. Receive update from Building and Maintenance Subcommittee
11. Receive update re ING and deed encumbrance
12. Decide what to do regarding parking for people with disabilities

1. Call to order

Louise called the meeting to order at 9:30 a.m.

2. Approval of Minutes of Previous meeting/Business arising

Steph moved and Jill seconded that the minutes from the 25 January 2022 meeting be approved; the motion carried unanimously.

3. Correspondence

Incoming

- 25 Jan email from Roy Cotton in reply to Louise's 25 Jan email
- 27 Jan email from Fair Trading regarding form A9
- 28 Jan email from June Thompson re membership status changes
- 28 Jan email from Pianola re Thea Martinot unsubscribing from messages
- 29 Jan email from Robyn Price re masks and membership categories
- 30 Jan remail from Dorothy Berzin re membership categories
- 30 Jan email from Ronnie re updating NSWBA site information re club
- 2 Feb email from Aubrey Brown re meeting re proposed constitutional changes
- 3 Feb email from Lyn Lynch re transferring membership from CCLCBC and standbys

Outgoing

25 Jan email to Roy Cotton re membership categories
30 Jan email to Dorothy Berzins in reply to her 30 Jan email
30 Jan email from Nola Daly re various complaints
5 Feb email to Jan Buchanan-Medina in reply to her recent suggestions
5 Feb email to Fair Trading regarding form A9
6 Feb emails (5) to Gary Heyting responding to his earlier emails

4. Business arising from Correspondence

Steph and John to discuss Jan's suggestions
Steph has updated club details on NSWBA website
Steph has followed up with Lyn Lynch re membership transfer; standby team to contact her re standby availability

5. Membership renewal update

Steph advised committee of overall status of renewals. Steph to prepare spreadsheet of home club and alternate member renewals with contact details. Steph to send out reminder notices. David, Norm, and Rod to follow up.

6. Action Items Update

Deed encumbrance. Solicitor has advised paperwork in place; awaiting Josie's probate estate number from Judy.

ING signatories. Phil has sent letter and required form to Sally Clarke at her last known address; awaiting response.

Procedural manual. Still looking for someone to take charge; Steph advised Fair Trading and NWBA website be added to list of procedures.

Follow up on non-returning players. Done

Email to members re morning sessions. In progress.

Contact Riverside Air re office air conditioner. Done

Organize meeting with solicitors re constitution. Done

7. Treasurer's Report

Phil presented the profit and loss Statement for April 2021 through January 2022, and for January 2022, which shows net profit. David presented current comparative analysis of financial statements for 2019-2021, actual figures for July 2021-January 2022, and the 2021-22 budget. This analysis reflects an operating profit for July 2021-January 2022 due largely to COVID grant money and volunteer directors.

8. Tournament Secretary's Report.

Norm reported a good turnout for the Individual Championship (10 tables); scoring to be double-checked before announcing the winner. The Mixed Pairs Championship is the next event (8 March), and Norm request that directors promote that event during their sessions.

As the stand-in COVID coordinator, Norm reported that he contacted NSW Health and was told there is a strong possibility that masks will not be required after February

Norm asked committee members to think about ways to deal with phones during sessions. Norm to contact BWBC to inquire about their procedures re phones and report back to the committee. Further discussion deferred.

9. Chief Director's Report

John reported that the dealing machine has been malfunctioning again, not reading bar codes. See Motions below. John to check prices on new dealing machines; Rod and Louise to download manual for current machine so that Rod could determine whether he could service/repair it.

10. Masterpoint Secretary's report

Colin advised that the green points are up-to-date.

11. COVID UPDATE

No changes in requirements. Steph reported the CO2 monitor working well to determine when additional ventilation/circulation required

GENERAL BUSINESS

12. Brooks complaint

Prior to the meeting Steph provided the committee with all witness statements received, additional statement from Jan Buchanan-Medina who was not a witness, and advised that Alan did not submit anything in defense. The committee discussed the importance of protecting our directors and greed that Alan's response to the director of the day was out of line. See Motions below for resolution. Steph to advise Alan of the decision and his right to appeal.

13. Heyting complaint.

Norm and Steph left the meeting for this discussion. The committee decided to follow the complaint procedure specified in the constitution. Louise to advise Norm and Gary of same.

14. Code of Conduct

Our Code of Conduct is published in our program and posted on the club wall. Louise described two recent incidents in which 2 different members engaged in conduct that violate the club's Code of Conduct. The first was an altercation between Nola Daly, John and Louise occurring after the session on Saturday 29 January; the second was an altercation between Gary Heyting and a community member, which occurred after the session on Saturday 5 February. The committee directed Steph to send an email to Gary and Nola advising them that their behaviour violated the Code of Conduct and, if repeated, the committee reserves the right to take further action.

15. Marketing Subcommittee/Partner Arranging

Partner arranging. David reported that Kerrie has met with a group of club members to develop recommendations for a system for partner arranging. The group contacted 46 members to identify preferences for a system. After consultation with those members, the group recommends providing a white board so that members seeking partners could list their names and contact details. They also recommended a buddy system to help bring learners into regular bridge sessions after they complete lessons. See motions below re whiteboard; John and Vicki Clark to discuss buddy system; Rod to assemble the new whiteboard.

General. David also reported that he has signed the agreement with Brooke Simmons for marketing assistance. She has placed an ad in the Chronicle re beginners' lessons, which ran on 2 February and will run again on the 9th.

16. Building and Maintenance Subcommittee

The sign is at the club, but has not yet been installed. With regard to building improvements, once the plans are complete, David will invite the architect to a committee meeting to present the plans for review and approval of plans.

17. ING signatories.

Phil has sent a letter and the required form to Sally Clark; awaiting a reply.

18. Deed encumbrance

Paperwork ready to go; awaiting Josie's probate estate number.

19. Disabled parking

The committee discussed the need for disabled parking spaces as several members have mobility impairments. As the carpark belongs to the Council, we cannot designate disabled parking spaces. David to contact Peter Fitzgerald for his assistance in liaising with the Council about designating some disabled parking spaces in the car park.

Motions

Phil moved and Rod seconded that the club purchase a second dealing machine; the motion carried with 6 votes in favour, one opposed and 3 abstaining.

Steph moved and Colin seconded that Alan Brooks be suspended from all club sponsored activities (in-club, on line, and any other club-sponsored activities) for a period of 6 months; the motion carried with 6 votes in favour and 3 opposed.

David moved and Steph seconded that the club trial a partner arranging white board for a period of 3 months in accordance with the subcommittee's recommendation; the motion carried unanimously.

Meeting Closure

The meeting objectives were met, and Louise adjourned the meeting at 12:02 p.m.

Next Meeting

Tuesday, 8 March 2022 at 9:30 a.m.

Stephanie Mathews, Secretary

Louise Lewis, President