

Minutes of Meeting

Central Coast Bridge Club

Date: Wednesday 6 September 2023 Time: 10.00am

Meeting Roles:

Chair: David Purkiss

Secretary: Kerrie Ransom

Apologies:

Nil

Objectives:

1. Approve Minutes of meeting 9 August 2023
2. Deal with Business Arising from Minutes

Approve Minutes of Committee Meeting 9 August 2023

Proposed: NB, seconded RS, all in favour (CK absent on 9 August, so abstained).

Correspondence:

Incoming:

1. 10 August 2023: Invoice from Combined Coast News \$880
2. 11 August 2023: email from Annette Houtman re thanking volunteers
3. 11 August 2023: email from CK re Covid at CCBC
4. 12 August 2023: Invoice from Milica P/L for Milan web hosting (July to December) \$198
5. 15 August 2023: email from NSWBA re Transition Project
6. 15 August 2023: Invoice from Grenke (printer) \$130.90
7. 20 August 2023: email from Lucy D'Ambrosio re name misspelt and querying Lyn Bigland MPs
8. 22 August 2023: email from Berenice Air informing CCBC of passing of Barrie Eaton
9. 24 August 2023: email from Peter Greening re misspelt name on Honor Board for Black Swan and Hi-Lo Pairs 2022
10. 24 August 2023: email from Stephanie Mathews informing CCBC of passing of Judy Hopkinson
11. 24 August 2023: email from Wynnum Manly Bridge Club re info for Pianola
12. 25 August 2023: Invoice from Shelley's Cleaning Service \$675
13. 25 August 2023: email from Brian Richardson re split sessions on Thursday PM
14. 25 August 2023: email from JBM re split sessions on Thursday PM
15. 26 August 2023: email from NSWBA re events 2024
16. 26 August 2023: email from Illawarra bridge Club re Swiss Pairs Congress on 24th September 2023
17. 28 August 2023: email from The Entrance Rotary Club - fundraiser raffle
18. 28 August 2023: Fee proposal for architectural services from Fabric Architecture Studio
19. 29 August 2023: email from Helene K Tours re bridge cruise
20. 29 August 2023: email from NSWBA re transition project update
21. 29 August 2023: email from Pauline Gumby re proposed congresses for CCBC (Super Congress March 23-24, Novice and Restricted Congress June 8-9)
22. 30 August 2023: email from Jodie Gudaitis - unsubscribed from emails.
23. 30 August 2023: email from Steve Calcroft re date error in lessons update
24. 31 August 2023: email from Ronnie Ng re GNOT Regional Final forms

25. 31 August 2023: ongoing emails between DP and Grenke re lease of printer
26. 31 August 2023: email from Trumps Bridge Centre re Canberra bridge weekend
27. 1 September 2023: email from Steph Mathews requesting Minutes of SGM for building upgrade.
28. 3 September 2023: emails from Pauline Gumby, NSWBA re receipt of applications for CCBC Congresses for 2024 - March 23, 24 (Novice and Restricted) and June 8,9 (Swiss Pairs)
29. Mail from ABF - re Certificate for John Redfearn - recognized ABF Teacher
30. 3 September 2023: email from Berenice Air requesting info for GNOT Regional Finals
31. 3 September 2023: email from ABF re Australia -Wide Open Pairs results

Outgoing:

1. Reply to Peter Greening - trophy name to be corrected.
2. Email to members re passing of Bob Harvey
3. Email to members re passing of Barrie Eaton
4. Email to members re passing of Judy Hopkinson
5. Email to Wynnum Manly BC - MRM to liaise.
6. Email to Lucy D'Ambrosio
7. Emails to Peter Johnman and Jenny Walmsley re disbanding of Building Subcommittee
8. Email to Pauline Gumby (NSWBA) re change of pricing for State Novice and Restricted Teams Congress 11 November 2023
9. Email from DP to New Era re contract
10. Email to Steve Calcroft - apology
11. Email to Maria Sweeney - not getting emails from CCBC.
12. Emails to Pauline Gumby (NSWBA) from John Redfearn re upcoming Teams Congress, and suggested dates for congresses in 2024
13. Minutes SGM re: Building upgrade sent to SM.
14. Email to Berenice Air confirming details of GNOT finals, after receiving info from TD.

Business Arising from Correspondence:

1. Response to Annette Houtman re thanking volunteers - carried forward to next meeting.
2. Response to Lucy D'Ambrosio re misspelt name, and MPs of Lyn Bigland – noted.
3. Name correction on trophy for Peter Greening - GW to attend.
4. Split sessions on Thursday PM (see incoming correspondence numbers 13 and 14), and Directors to enforce points limit – the Secretary to email membership to remind them of the appropriate sections based on MP's together with time limits for playing boards. MRM to educate NB and JR re use of time clock for playing boards.
5. NSWBA calendar for 2024 - requested Super Congress on March 23-24, Novice, and Restricted Congress on June 8-9 - CWA Hall booked for Super Congress
6. Respond to The Entrance Rotary raffle - Secretary to email Rotary and request 50 booklets. JW to collect.
7. New Era contract - meeting was held with DP, RS, and Nigel Sykes (Sales Manager) re exit of contract. Grenke to provide the payout figure to terminate the existing 5-year contract. Once received, DP to complete a cost/benefit analysis for the Committee.

Membership Applications:

Nil

Action Items Update:

1. Procedural manual delayed.
2. Bylaws - NB to follow up. Bylaws still not located.
3. Follow up with Gary Marland - RS to contact again and find another source if unacceptable.
4. Sign training - JBM to contact Justin Hale of SignSite to follow up.
5. ABF loan - DP to contact periodically.
6. ABR forms - completed by DP.
7. Investigate switching platform from Milan to Altosoft - deferred.
8. Website contract with Milan - to continue month to month.
9. Lesson info - to be sent monthly to members. JR to provide JBM with details. JBM to notify members.
10. Improving Tuesday afternoon attendance - NB to phone previous Tuesday players to encourage attendance.
11. New Era and Grenke contract - see business arising.
12. Supervised sessions - trial ongoing.
13. CCBC website - no need for any action.
14. Teaching and Learning Subcommittee - comprises JR, CK, JBM, BR, AH - yet to meet.
15. Disciplining of Members Subcommittee comprises LR, KR, RS, NB, Allan Raward. To meet in October.
16. Bridge etiquette - Directors to enforce rules, JBM to identify rules in newsletter, suggest onscreen rules during bridge session.
17. Spelling on trophy for Peter Greening - GW to attend
18. NSWBA re Gary Heyting suspension - LR contacted Recorder at NSWBA. Advised that we could notify other local clubs of his suspension. No action to be taken.

Report from Treasurer:

Profit & Loss Statement: August 2023 & YTD April to August 2023 (5 Months)

AUGUST 2023

- 1) Table Fees: \$7,586
- 2) Income from Lessons: \$1,072.
- 3) Income from Interest Received – estimated at \$500 for 1 month on Term Deposits of \$172K.
- 4) Total Income: \$9,198
- 5) Total expenses: \$6,403 (including depreciation).
- 6) Net Profit: \$2,795 (\$9,198 - \$6,403) - this figure is misleading given it excluded a one twelfth share of 3 “one-off” expenses totaling \$8,112 that relate to a 12-month period: ABF Capitation Fees: \$2,770, Accountancy Fees: \$2,200; Insurance of Property: \$3,142. If these expenses are allocated over 12 months, an adjustment of \$514 is required.
- 7) Adjusted Net Profit (after depreciation of \$667 a month): \$3,309 (\$2,795 + \$514).
- 8) Overall, a very positive trading performance.

YTD APRIL TO AUGUST 2023 (5 MONTHS)

- 1) Table Fees: \$35,245
- 2) Table Fees from the Novice & Restricted Congress: \$6,120
- 3) Income from Lessons: \$3,200.
- 4) Income from Interest Received – estimated at \$2,500 for 5 months on Term Deposits of \$172K.
- 5) Total Income: \$48,727
- 6) Total expenses: \$38,076.

- 7) Net Profit (after depreciation): \$10,651 (\$48,727 - \$38,076) - this figure is misleading given it includes 3 "one-off" expenses totaling \$8,112 that relate to a 12-month period: ABF Capitation Fees: \$2,770, Accountancy Fees; \$2,200; Insurance of Property: \$3,142. If these expenses are allocated over 12 months, an adjustment of \$2,570 is required (7 Months), increasing the net profit to \$14,030 (after depreciation): \$10,651 + \$2,570 = \$13,221.
- 8) Overall, a very positive trading performance.

Report from Masterpoints Secretary:

Nil change

Report from Tournament Secretary:

Table numbers continue to improve. The major issue now is excessive noise. Where players cannot be gagged it is getting impossible to keep them restrained to low level conversation.

Requests from Directors are being ignored with some players arguing with the Director.

Perhaps this could be added to the newsletter.

Events calendar posted on the notice board is taking effect as members seem to be reading whatever is posted.

The problem is late cancellation and phone calls at the eleventh hour for entries. Once again, as above, newsletter.

Toronto Challenge is well ahead in entries with teams from the Novice section showing interest.

Matt

Report re Building Upgrade:

DP presented the report of discussion including tabling a Sponsorship Proposal for discussion - see attached notes. Committee agreed that DP identify several members of the club to see if they would be willing to commit to a Sponsorship and donate to the building upgrade project including the simultaneous completion of Stages 1, 2 and 3.

11.45am: Colin Kleinig left the meeting for another appointment.

Report from Marketing Subcommittee:

To consider Fee Proposals for marketing consulting services for 6 months from Brooke Simmons of Pursuit Communications (1) On Target Campaign for \$4,680 plus GST **OR** (2) All Inclusive Campaign for \$7,056 plus GST (see fee proposal). Proposal from Pursuit Communications was presented by DP and discussed.

Motion: To accept the all-inclusive campaign for \$7,056 plus GST. Proposed NB, seconded RS, unanimous approval.

Report from Teaching and Learning Committee:

Nil.

Report from Discipling of Members Subcommittee

The Subcommittee is comprised of Lawrie Ransom, Kerrie Ransom, Norm Berger, Rod Shellshear, and Allan Raward. The first meeting is proposed for late October with information gathered regarding how other clubs manage discipline and appeals, how people recently chosen for our DRP felt, and what needs changing in the Constitution.

General Business:

1. **Bridge Table Etiquette** (carried forward from last meeting) - see Action List.
2. **Out of Session Motion to Change Friday PM Session Start Time** - approve out of sessions motion to change start time for Friday PM session.

Approve: out of sessions motion to change Friday session start time to 1.00pm. Proposed NB, seconded RS. Unanimous approval.
3. **Congress Convenor** – as Marilyn Scott has stepped down, a new Congress Convenor needs to be appointed. John Redfearn has asked for a recruit to be mentored and be present at CCBC November congress which he will oversee. JW to approach Vic Pietraszkewicz. JBM to canvas members by newsletter.
4. **Pianola Results** - Directors' responsibility to upload Pianola results for all 8 weekly sessions - deferred to next meeting.
5. **Membership Fees for 2023-2024 including Recording Payments via MYOB** - consider increasing membership fees from \$40 to \$50 given 25% increase in ABF Capitation Fees (see email). **Motion:** to increase membership fees from \$40 to \$50, effective 2023-4 membership. Proposed RS, seconded JW. Unanimous approval.
6. **Newsletter** - frequency and content - deferred to the next meeting.
7. **Weekly Table Fees and Table Numbers for July and August 2023** (see Treasurer's report)
8. **Comparison of Actual to Budget trading Performance for July/August 2023 and YTD 2023** - discussed by DP with positive outcome.

Meeting Closure: 12.20pm

Next Meeting: Wednesday 18 October 2023 at 9.30am

Kerrie Ransom, Secretary

David Purkiss, President