

## Minutes for Meeting

### Central Coast Bridge Club

**Date:** September 11, 2024

**Time:** 10:00am

#### Meeting Roles:

Chair: David Purkiss

Secretary: Lyn Paton

**Attendees:** David Purkiss, Norm Berger, Rod Shellshear, Lyn Paton, Matt Raj Mal, Maree Kelly, Jill Wildey

**Apologies:** Kerrie Ransom, Lawrie Ransom, Maree Kelly

#### Objectives:

1. Approve Minutes of Meeting 12th August 2024. Motion of acceptance proposed by NB, seconded by JW, all in favour.

#### Correspondence:

##### Incoming:

1. September 4: Diggers The Entrance re availability of room for Super Congress on March 22.
2. September 10: Louise Paul, The Entrance Rotary Club re Community Raffle

##### Outgoing:

1. September 8: Letter of welcome to students who have just completed Beginners Lessons

#### Business Arising from Correspondence:

- Super Congress to be held in the Clubhouse.
- Rotary Community Raffle. JW to attend Inner Wheel and discuss with them and she will organize.

#### Membership Applications:

Nil

#### Action Items Update:

- ATO Requirements (DP) Documents were resubmitted on 22 August. Will phone the ATO this week and attempt to log into the ATO portal. Progress will be reported at the next committee meeting.
- NSW Government Form A12-T2: Completed.

#### Report from the Treasurer:

##### AUGUST 2024

- |                         |          |
|-------------------------|----------|
| 1. Table Fees:          | \$6,982  |
| 2. Income from Lessons: | \$1,173. |
| 3. Total Income:        | \$8,724  |
| 4. Total expenses:      | \$3,980  |
| 5. Net Profit:          | \$4,744  |

**YTD APRIL TO AUGUST 2024 (5 MONTHS)**

1. Table Fees: \$36,973
2. Income from Lessons: \$3,229
3. Interest Received: \$4,398
4. Total Income: \$45,873
5. Total expenses: \$32,665
6. Net Profit: \$13,208
7. Net Cash Surplus: \$15,788 after adding back non-cash depreciation of \$2,580.

**Report from Masterpoints Secretary: Nil**

**Report from Tournament Secretary:**

It is all up to date.

- We have 6 teams for Toronto (October 17). There is a possibility for more.
- Open Club Championship: We have difficulty getting enough players due to the small number of open players. We will consider either running it over 2 Wednesday afternoons or on Thursday afternoons.

**Report on Building Upgrade:**

Given the recent good weather, the building construction is gaining momentum with the block wall, flooring and southern stormwater system substantially complete. Steel reinforcement and roofing will follow during the next couple of weeks.

Since construction has commenced, the following important steps have been taken: -

- 1) Extra features have been incorporated into the kitchen and training room.
- 2) A fully ducted air conditioning system has replaced the original design of individual units.
- 3) The contract administration/project management function has been outsourced to Fyaz Gill from our Architects. Fyaz is a very experienced project manager/builder and will assist with controlling construction costs during the remainder of the construction process.
- 4) Increased construction costs have been incurred including work associated with the presence of a large cavity below ground level at the front of the building, a CC Council request for an expanded stormwater system and re-levelling the existing building floor.

In summary, these additional costs approximate \$70,000 including improvements to the kitchen and training room, outsourcing the contract administration/project management function and additional construction cost variations.

The projected total construction costs of around \$970,000 will be funded by a combination of the ABF Loan, Member Donations, Cash on Hand & Member Debenture Loans.

**Report from Marketing Sub Committee:**

- There has not been a recent meeting. Next meeting on Thursday, 26<sup>th</sup> September 2024
- We had an article in the local paper about the renovations.

**Report from Teaching and Development Sub Committee:**

Beginner lessons are continuing, as are Wednesday and Friday lessons.

**Report from Sub Committee for Constitutional Change:**

A committee meeting will be held on Thursday 19 September at 1.00pm to approve the new Constitution before it goes to our Solicitor.

**General Business:**

- OUT OF SESSION MOTION:

**BUILDING UPGRADE PROJECT – APPROVAL OF FEE PROPOSAL FROM FABRIC ARCHITECTURE STUDIO FOR BUILDING CONTRACT ADMINISTRATION SERVICES FOR 12 WEEK PERIOD FROM 26th AUGUST 2024 TO 17th NOVEMBER 2024 AT A TOTAL COST OF \$10,800 (EXCLUDING GST)**

Resolved to approve the following: -

The fee proposal from Fabric Architecture Studio to provide “building contract administration services” for the CCBC Building Upgrade Project for the 12-week period from 26<sup>th</sup> August to 17<sup>th</sup> November 2024 at a total cost of \$10,800 excluding GST i.e. an average of 5 hours a week at \$180 an hour for 12 weeks.

Motion of acceptance proposed by DP, seconded by RS, all in favour.

- Function / Catering Supervisor (DP/JW). Add to Action List.
- John Redfearn: Could the committee consider re-activating our ASE9 scoring program. It would give us a greater degree of flexibility, assuming the cost is not prohibitive. Committee resolved not to support this.
- Profit and Loss Budget for 2024-2025. Acceptance proposed by NB, seconded by RS, all in favour.

**Meeting Closed:** 11:25am

**Next meeting:** Wednesday 9 October 2024 at 10.00am (Diggers, The Entrance).

-----  
Lyn Paton (Secretary)

-----  
David Purkiss (President)