

Agenda for Committee Meeting Central Coast Bridge Club

Date: July 15, 2026

Time: 9:29am

Meeting Roles:

Chair: Keith Woodbury

Secretary: Lyn Paton

Attendees: Brian Millanta (BM), Lyn Lynch, Don Paton (DP), Lyn Paton (LP), Jill Wildey (JW), Keith Woodbury (KW), Sue Woodbury (SW)

Apologies: Colleen Milne (CM), Rod Shellshear (RS),

Approval of Previous Minutes: Minutes of Meeting June 3, 2026. Approved by an out of Session Motion: Proposed BM, Seconded JW, approved RS, SW, KW, CM (DP & LP absent from meeting)

Out of Session Motions:

- June 22, 2026: "Keith Woodbury, Brian Millanta and Lyn Lynch be added as authorized signatories to the Westpac Central Coast Bridge Club accounts", Moved RS, Seconded LP, Approved, JW, SW, BM, DP, CM
- June 24, 2026: "The quote by Aylward and Hudson be accepted and that they be engaged to undertake the Club's migration from the MYOB accounting software to the Xero software." Moved BM, Seconded JW, Approved: LP, RS, DP, CM, KW

Business Arising from Previous Minutes:

- Liz Munro outlined her experience in the professional world regarding the Recorder's position. Liz outlined how she would act as a recorder at CCBC.
 - Suggestion for the future (requires a change in the constitution) – executive committee make decisions regarding further decisions (after mediation has failed) If there is an appeal the ordinary members of the committee (as elected members) become the appeal committee.
 - **Motion:** "Liz Munro be appointed as the Recorder of CCBC." Moved DP, Seconded JW, all in favour.
 - Liz will create an outline of a new complaint form, duties as a recorder and the processes she will follow to bring to the committee.
- **Motion:** "Lyn Lynch is appointed as the Treasurer and Public Officer of CCBC" Moved BM, Seconded SW, all in favour. Department of fair trading to be notified
- Computer Issues (KW) – These are still not resolved
 - Bridgemate communication with Compscore
 - Office computer – King IT to look at look at the office computer to clean One Drive, etc ASAP.
- Printer replacement at the end of the lease in 2027.
- Plaque to recognize donors (RS). Holdover to August meeting
- KW: Matt R-M complaint re scoring. Matt has been kept informed. Ronnie Ng has been investigating and has come back with a suggestion of re-scoring. Peter C will contact Ronnie about this process.

Correspondence:**Incoming:**

1. 4 June, 2026 Aust Wide Novice Pairs – Summary
2. 17 June, 2026 Gary Heyting (2) & Peter Hume: Query re status of Interclub Teams event
3. 19 June, 2026 Stephanie Mathews: Query re Director for Interclub Teams
4. 24 June, 2026 Flick Pest Control: query re annual service.
5. 25 June, 2026 Toronto Bridge Club: Thank you for Interclub Teams
6. 26 June, 2026 Stryker (defibrillator).
7. 27 June, 2026 Gary Heyting: *Query re club events being open to all members.*
8. 3 July, 2026 Bridge.com: Club advertising (international).
9. 5 July, 2026 Kevin Hughes: *Suggestion for changing the Interclub Teams for 2027.*
10. 6 July, 2026 Margaret Cusack, ABF. Annual statement for James O'Sullivan trust loan.
11. 7 July, 2026 Bridge NSW Newsletter. Page 14 re Director webinar re Solutions to common Bridgemate problems.
12. 12 July, 2026 Roy Cotton, Community Bridge Club: re offer of using our premises over Christmas (see April minutes).

Outgoing:

1. 10 June, 2026 BWBC, CCLCBC, Community BC: Email re upcoming Interclub Teams (NB)
2. 12 June, 2026 BWBC, CCLCBC, Community BC: Apology re email on Interclub Teams
3. 20 June, 2026 Stephanie Mathews: Response re Director for Interclub Teams
4. 26 June, 2026 Local clubs, Toronto, Maitland, Muswellbrook, Newcastle: Invitation to Directing Teams Events using Compscore on 16 July
5. 30 June, 2026 Gary Heyting response to email 27 June.

Business Arising from Correspondence:

- Flick Pest Control (24 June) – RS to reply
- Kevin Hughes (5 July) – DP to reply that we approve his suggestion
- Roy Cotton (12 July) LP to respond that all members are welcome at our club

Membership Applications: nil**Treasurers Report:**June 2016:

Total Income	\$	19,766.29
Total Expenses	\$	23,526.78
Net Loss	\$	3,760.49

YTD April-June (3 months)

Total Income	\$	28,902.63
Total Expenses	\$	30,675.11
Net Loss	\$	1,772.48

Notes:

1. There was an inadvertent duplicate payment of \$2,200 made to the ABF on the 8th June and the ABF has been notified and that amount has been credited to our account.
2. There is no doubt that rates (water and council), electricity, insurance and other unavoidable costs will continue to rise putting further pressure on the bottom line. It is therefore necessary, in my view, that all expenditure be carefully considered to find possible savings. Also as mentioned in the strategic meeting, alternate sources of income, including grants, should be investigated.

Motion: "Anthony Canavan, Phillip Thomas, Lynette Paton, Janice Buchanan-Medina, Lujolo Pty Ltd, Norman Berger and David Purkiss have all banking access, both online and signatory access, removed from the Westpac Central Coast Bridge Club accounts."

Moved LP, Seconded RS, all in favour.

Tournament Secretary:

- Aust-Wide Novice Pairs: Toni Withington & Geoff Peebles 65th overall
- President's Cup won by Jill Wildey and Gillian Aldridge
- Club Novice Pairs won by Toni Withington & Geoff Peebles
- June Pairs won by Kerrie and Peter Johnman
- Interclub Teams – an excellent day, thanks to everyone involved.

Masterpoint Secretary: There is only one outstanding issue at this point and that is the Mixed Pairs. The result, calculated by John Redfearn, has been disputed by Matt. Keith and I have been dealing with Ronnie Ng as to how to resolve this dispute. He has sent to me what he believes is the right process and I shall be calculating that over the weekend. Hopefully that will be the end of it once I've done the calculations. There are no other outstanding events to be master appointed

Report from Marketing Sub Committee:

- Introduction to Bridge at Tuggerah and Erina libraries 7 & 12 August respectively
- Beginners classes on Sept 1 to be advertised in paper, social media etc
- John's weekend class to be advertised in paper, social media etc
- Colleen will talk to Robin Balcombe about reaching prospective retirees through schools, hospitals, and similar organisations.
- Open day during Seniors' festival 1-14 March 2027
- Colleen to contact Toronto Bridge Club to ask who developed their website
- Paula will look after Signdirector
- Congratulate SW on all presentations to advertise upcoming event etc during sessions

Report from Teaching and Development Sub Committee: There was a meeting of teachers. JR to run a weekend of bridge. Kerrie and Peter J have decided to run a new beginners' lessons on 1 Sept. CM to continue transitions lessons.

Report from Congress Co-ordinator:

Entries at 11th July are 34 pairs (8 from CCBC). There are 24 Novice and 9 Restricted Pairs. There are 14 teams (5 from CCBC. There are 11 Novice and 3 Restricted Pairs.

Saturday Income \$4080

Sunday Income \$3360

Costs Per **Day:** \$500 Directors fee
 \$217.50 Directors accommodation
 + catering, happy hour drinks & Prizemoney

Priority: Calculate the prizemoney at this meeting. Cash prize money needs to be available each day. NB I will need the cash in envelopes on Saturday. Discussion on prize money.

A raffle will be run. The prizes being from donations from the members. Judging by the generosity of the donations last time I envisage that we will be able to give 2 prizes out each day, instead of 1 large one.

General Business:

- JR's suggestion" (tournament with teams of 2 high ranked and 2 low ranked players). Committee agrees that it is a good idea and DP to talk to JR about it.
- Treasurer changeover and training in process
- Learners' liaison officer (must be in place before current learners' lessons finish). Ask Carolyn Dickinson Lyn to chat to do this role.
 - Director training: 25+ people are booked for the Director training using Compscore for teams tomorrow. We will pay for our directors + Kevin Hughes to attend.
- \$27K Government Grant due September – ask Rod at next meeting
- We need a meeting of our directors to discuss mentoring (KW co-ordinate). Why are our directors not listed on Bridge NSW? Are they certificated?
- Congress dates 2027: 20-21 March for the annual congress. Novice and Restricted Congress needs to be booked in (DP).
- Meeting Minutes to Website ASAP after meetings. All in agreement.
- A12 T2 Report to Fair Trading – submitted? Completed.
- Job descriptions for all Committee and Sub-Committee positions. LP to do this. SW supplied job descriptions for comment at the next meeting.
- Update: Alarm System to be installed next Wednesday. "Squealers" will be installed as part of the system. A manhole and powerpoint has been installed to support the new system. KW to contact Insurance Company.
- Pianola: add KW as an administrator.
- MyABF administrators BM, DP (ask Robyn Balcombe).
- Social Sub-Committee: Pauline Hayden and Deb Tatham have offered to assist (planning, etc) with social events. A suggestion is a trivia night (summer) as a fundraising event. Money to go to a specific cause. Others may want to work with Deb and Pauline to come up with ideas.
- Cleaner hours & rates need to be approved. Sam from Jim's cleaning quoted \$160. We do not have permanent cleaners yet. SW working on it.

Meeting Closed: 12:37

Next meeting: Tues August 11 @ 9:30am

Lyn Paton (Secretary)

Keith Woodbury (President)