

Minutes for Committee Meeting

Central Coast Bridge Club

Date: August 11, 2026

Time: 9:45am

Meeting Roles:

Chair: Keith Woodbury

Secretary: Lyn Paton

Attendees: Lyn Lynch (LL), Brian Millanta (BM), Colleen Milne (CM), Don Paton (DP), Lyn Paton (LP), Rod Shellshear (RS), Jill Wildey (JW), Keith Woodbury (KW), Sue Woodbury (SW)

Apologies: nil

Approval of Previous Minutes Accepted: Minutes of Meeting July 15, 2026. Approved by an out of Session Motion: Proposed DP, Seconded SW, approved by the committee.

Business Arising from Previous Minutes:

- Computer Issues (KW) – These are still not resolved.
 - Bridgemate communication with Compscore. This needs further investigation. Kevin Hughes has been helpful. He will come in mid-September if we are still having problems.
 - Office computers / One Drive: Resolved.
- Plaque to recognize donors (RS). To do.
- KW: Matt R-M complaint re scoring. Ronnie Ng has suggested a re-scoring. Peter C contacted Ronnie. The competition has been re-scored.
- Flick Pest Control (RS) email from June 24. To do
- Directors' Mentoring and training has been taken over and organised by Peter Cloughessy. They have met already.
- Job descriptions update (LP). Committee to review over the next month, return to LP for collation.
- List of "small jobs" for individual members to look after. Many have been taken. Thank you to members for volunteering.
- Alarm installed. Most keyholders have had training. KW to contact Insurance Company.
- Learners Liaison Officer. Carolyn Dickinson has taken on this role.
- What do we need to legally do to cancel member debenture? RS to contact Peter Owens (solicitor).
- Website (CM). Can we have a contact tab at the top of the page? (LP to contact Ros Hoatson)
- Treasurer Changeover - BM/LL/KW for update. KW to organise bank feeds. LL to reconcile accounts transactions.
- Liz Munro to look at the Complaint Form and the Appeals Process. Done (see Correspondence In)
- We now have new cleaners, but we are looking for cheaper alternatives.
- Congress Prizemoney: There were no complaints at the recent congress. We will use a maximum of 25% of entry money in the future.

Correspondence:

Incoming:

1. 20 July, 2026 Dept of Fair Trading. Lyn Lynch registered as the Public Officer.
2. 20 July, 2026 Duplimate: Update on dealing machine.

3. 26 July 2026 Gary Heyting: Scheduling of Club Restricted Team event.
4. 26 July 2026 Gary Heyting: Suggestion that we should allow Community Club to use our premises over the summer.
5. 29 July, 2026 Ron Klinger: Workout Books
6. 3 August, 2026 SmartyGrants: Acquittal Form for building grant due 3 September (forwarded by Kerrie & Lawrie Ransom)
7. 9 August, 2026 Liz Munro: Draft Complaints Management Protocol
8. 9 August, 2026 Kevin Hughes: Proposed meeting re Inter Club Events for 2027.
9. 10 August, 2026 Gary Heyting: Query why our website is not being used for club events.

Outgoing:

1. 19 July, 2026 Roy Cotton, Community BC: Thankyou for letter. Members are welcome at our club at any time.
2. 29 July, 2026 Gary Heyting: Response re Restricted Team scheduling.
3. 29 July, 2026 Gary Heyting: Response re suggestions about Community club
4. July 2026 Jenny MacPherson & Mary McFadden: Sympathy cards

Business Arising from Correspondence:

- RS to complete SmartyGrants Acquittal Form.
- CM (& BM) to look at SmartyGrants investigate grants. We need renovations in the male toilets.
- Duplimate: A new motherboard has been ordered (\$1300). RS to repair.
- Draft Complaints Management: Committee to read and it will be discussed electronically and in person at the next meeting.
- Proposed meeting re Inter Club Events for 2027. KW and DS to attend after the Interclub on 3 Sept.
- Our website can take entries for events.

Membership Applications:

(8 new applications from beginners' lessons) Lynette Benstead, Martin Hooper, Steven Lambert, Peter McCann, Lisa Simons, Narelle Staunton, Anne Zele, Paul Zele. Moved BM, Seconded CM, all in favour.

Treasurers Report:

Due to a changeover of personnel and accounting software, a reconciliation has not yet occurred. There have been significant issues with the bank in the changeover.

Tournament Secretary:

- 22nd July - Wamberal Cup won by Matt Raj Mal and Brian Richardson
- 31st July - July Pairs won by Dennis Lee and Julie Tooth
- 26th July and 3rd August - Club Open Teams were won by Ron and Chantell Silarsah, Peter Cloughessy and Nola Daly
- 25th March - Club Mixed Pairs - after re-examination won by Nola Daly and Steve Calcroft
- Novice and Restricted Congress: Bridge NSW has NOT approved the 3-4 July due to the clash with the National Championships in Hobart. They have suggested 24-25 July (same as this year). I had a small "whinge" to Mitch Dowling in my response, but I have accepted this. Director yet to be appointed. To investigate having a 3rd section for "Rookies" (<30MP).
- 2027 Annual Congress booked for 26-27 March 2027. Kevin Hughes has agreed to be Director.

Masterpoint Secretary:

The current outstanding Masterpoints to be done include

- mixed pairs which is now finally resolved
- One outstanding red point event. PC still waiting for the authorisation from Bridge NSW and
- the Open Teams event

There are some local events which will be completed soon.

Report from Marketing Sub Committee:

Our ads for the upcoming lessons have been broadcast on local radio.

Kevin Dougall has distributed flyers to various locations.

We await Bunnings for a date for the Sausage Sandwiches fundraiser.

Colleen asked Robin Balcombe for ideas re approaching prospective retirees through schools, hospitals etc. Robin said that there are no avenues for this that she knows of.

Marketing is planning to hold an Open Day during the Seniors Festival on either Wednesday 3rd or Saturday 6th March 2027. Deb and Pauline will be approached for ideas for this.

We held the first of the Central Coast Libraries 'Introduction to Bridge' on Friday 7th August. It was attended by 9 participants and was well received. We have distributed lesson flyers to attendees and taken their names and phone numbers. We will wait and see what, if anything comes of it. The second of the Central Coast Libraries 'Introduction to Bridge' will be held on Wednesday the 12th of August at Erina Library. So far 17 people have registered to participate.

Report from Congress Co-ordinator:

The Novice and Restricted Congress was very successful. Thanks to the many that helped on the weekend, and in the months prior. Special thanks to John Refearn for all his advice, and Maree Kelly for advising me of the priorities of each stage and Robin Balcomb for being my understudy.

We had 34 pairs compete on Saturday and 17 teams on Sunday. I was happy to see so many of our members enter who had never competed in a Congress before. Final figures for profit are not yet available. We had a profit of over \$1000 for the raffle, due to the generosity of the members.

Sub-Committee Reports Accepted: Moved BM Sec LL. All in favour.

Agenda

- Pianola and My ABF Administrator rights have been updated by LP.
- Venue Hire Investigation Sub-Committee: Committee members to consider who may be most useful work on this.
- Meeting Minutes to Website after Meetings ASAP.
- Separate Beginners Session(s) for new players on Tuesday at 9:30am (until 1 September). Peter C to direct. It will then be changed to Thursday mornings when the new Beginners' Lessons commence. Carolyn D to send out an invitation email.
- Why are our Directors not on Bridge NSW Website? LP to ask Peter C.
- (CM) Discussion on whether a credit card be issued for use by members of the committee, to be held at the Bridge club, along with a record of whoever has used it, what date, and what purchased, to be signed. SW does not want a card. LL is happy to pay bills immediately. Decision to not issue credit cards.

- Power Point Presentation needs to go up at every session. KW will keep doing it until he works out the “glitches” and will then train others.
- Welfare Officer appointment: Discussion. Decision not to make this a separate role. Whoever in the club is closest and most appropriate is the contact person.
- (JW) Incident reporting record. A book needs to be set up at the front of the hall. BM to organise.
- SW would like to start Bridge/Chess mornings in the holidays. Members to be asked if they have Chess boards we can use. A Child Safe Policy would need to be reviewed by everyone and discussed at the next meeting.
- (SW) Xmas in July - discussion.
- (RS) Installation of soundproofing on the southern wall. Should commence in 1-2 weeks.
- Vertical Blinds to be investigated in the training room. DP to get several quotes.
- Calendar of events for 2027. It is still a “work in progress”.
- (LP) Sponsorship. BM and Viv M to review.

Meeting Closed: 12:14

Next meeting: Wed September 9 @ 9:30am

Lyn Paton (Secretary)

Keith Woodbury (President)