



Brisbane Water Bridge Club Inc

(Registered No: Y2481225 ABN 84660 359 652)

PO Box 601

Woy Woy NSW 2256

Minutes 15th February 2021

1. Present/Apologies. Anne Snow
2. Present Peter Hume, Christine Hadaway, Graham Woof, Felicity Fane, Beryl Lowry, Jorgen Boettiger and Tracey Dillon
3. Conflicts of Interest – nil stated.
4. Minutes of last meeting: Approved as true record. Moved Felicity, Seconded Christine.
5. Business arising:
 - Ongoing rental of Seniors room. The club has a permanent booking of the adjacent room for Mondays, Wednesdays and Thursdays. Tuesday is now unavailable following the resumption of the School for Seniors. A change is the Club will now only be charged rent on the days the room is used. The Committee would like a formal, in writing agreement from the Council regarding this arrangement. Peter reported that currently it is difficult to get any response from the council by either phone or email.
 - A Cleaner has been hired by the Club. In agreement with Council, it is required the room be cleaned weekly. The Club engaged “Paul Mallum”, a Professional cleaner for \$38.00 per hour, who does other areas of the Centre.
 - Programme booklet. It was decided not to reprint the Programme Booklet this year as set events remain in flux and there are leftover booklets with members contact details available. An up-to-date list of these details will be printed within the Club and kept at the Club and made available to members who request one. Some of the newer players details are not in the current (2020) booklet. Motion moved by Felicity, seconded by Christine.
6. Voting electronically outside a normal meeting/New member. All new members accepted – John Erikson, Maureen Lockwood and Carol Beresford. It was agreed that additional any changes to memberships be documented at the Committee – transfers, in, resignations etc. also be tabled at meetings.
7. Correspondence – in,
 - Various letters from the Community Centre Management/Council. As above Peter highlighted the difficulty in currently dealing with the Council. The current account for rental appears to have multiple mistakes, as we are being billed for previously paid periods. Beryl & Peter to Follow up.
 - Enquiries regarding competition entries. Whilst the preference is becoming on-line entry a dual system will continue at this time. Members can enter electronically or via the Notice board at the Club. Peter & Christine will also continue to handle questions regarding this. Jo Ampherlaw has volunteered to do this for the Novice competitions.
8. Correspondence – out.
 - Bulletins and updates on Club activities. Letters have been sent out requesting that members who have not yet done so renew or clarify their status (inactive, resigning etc). A good response but suggested follow up those who have not replied by phone.
9. Reports
 - Treasurer – previously circulated by Beryl, see attached, a “mystery” \$22.00 in cash was found on the desk with no clear reason as to why. Some discussion over the status of the photocopier, brought by the club (it appears) outright is still attracts a monthly \$33.00 maintenance fee. Is this still a viable expense given the purchase of a new printer and the infrequency with which the copier is broken? The club pays separately for toner and paper. Further investigation required. Moved to accept report -Lynne. Seconded by Christine.
 - Asset register – A new printer was purchased; this needs to be added.
 - Chief Director – The Club is now down to four Directors and Christine would like to see (when conditions normally further regarding COVID) additional members being trained

as both Director and Teachers. The “Teams of 3” event went very well with positive feedback and requests for more. A second event is being planned for July. Jorge suggested that the Directors meet on a regular basis to discuss more difficult technical decisions they have been called on to make. This was strongly supported.

- Tournament Secretary/ Committee – See below
- Teaching Director – Christine wants to commence another round of beginner’s lessons, Christine currently has a list of potential attendees. This was agreed to start on Tuesday, March 9th 10.am. Advertising will be through letter drop, word of mouth and a possible article in the local papers. The previous Tuesday morning beginner sessions have discontinued with players moving into the open Wednesday afternoon session. Friday morning sessions continue but now centring on game play. There have been several inquiries about improver lessons and Christine will be organising these with a possible to time on Thursday mornings – this was also supported by the committee.
- Charity Committee – nil. At the casual December Meeting it was decided to discontinue ongoing charitable activities at this time.
- Marketing Committee - nil

10. General Business:

- Holding of the Club Super Congress. After some discussion it was reluctantly agreed that the Congress would not be held this year. The impact of COVID on player involvement and the rapid changing COVID restrictions would place the event in jeopardy as being viable. It was agreed that the Committee look to the event being moved to daylight saving time in the future. This may encourage members from the very large Peninsula Club to attend – they can travel up via ferry.
- Update on membership lists. Tracey (Secretary) has been trialling a new membership list system (Hubspot). This is free with very good internet and alternative programme connectivity, e.g. letters to members can be individualised and stats kept on how the bulletins etc are being accessed. The programme is free, updated regularly and has excellent help support. Tracey requested Committee approval to move the system across from the previous Google based one. Moved by Lynne, Seconded by Beryl. Voted against by Graham.
- Handling of members complaints. This was raised as both ongoing business from the November meeting and considering a recent continuing disagreement between two members. A long, vigorous discussion ensued. It was generally agreed that the Club could do better in handling these issues, particularly in the early stages when they could possibly be resolved calmly, without the situation escalating. Ideally the Director could/should intervene, however they are frequently unaware of a problem. It was suggested other players directly remind members show courtesy to each other when playing if poor behaviour occurs. This has been successful at highlighting to those players who may be unaware of it that their actions are not appropriate. It was raised that the Committee read the Records book quarterly to monitor levels of complaints being made and possible “serial offenders”. It was suggested (by George) that we trial a new system. Any complaint [not resolved at the table], is to be made in writing; stating who was involved and what occurred; this is to be forwarded to the committee for discussion. A small mediation group of three, including the President, Vice President and one other will be formed, if necessary, to meet with the involved members to try and resolve the issue in an informal way. If this is unsuccessful professional mediation assistance may be required. This procedure will be used in the current instance of two members in dispute. Other factors that need to be considered are record keeping - confidentiality balancing maintaining an accessible history of members who may have been involved in multiple complaints: Involvement and support of the Recorder at the Club, and consequences and outcomes – i.e. list of proscribed penalties.

11. Next meeting – Monday March 22nd. Meeting opened at 10.25 Closed 12.05pm

Addendum

Amendments/corrections by Beryl Lowry – Treasurer on 16/02/21:

My comments/corrections:

Additional new members accepted electronically were:

John Jensen (as a transfer-in & not previously a member)

Bob Lowry (as a non-home club member & not previously a member).

Re advice from Central Coast Council about rent.

Looking later it was a statement (not a new invoice) of the rent incurred for late November & December. It was printed on 31/01/2021 & crossed-over with our payment which was cleared by the bank on 2/02/2021. So can be ignored. I have cleared this with Lisa from CCC & incidentally received the invoice of \$780 for January.

P. Mallen is the cleaner.

To be finicky:

'bought' a new printer & not 'brought'.

Beryl.

Brisbane Water Bridge Club

Summary

JAN

2020

Income

Table Fees	\$ 3,551.00
Book Sales	\$ 20.00
Subscriptions	\$ 1,506.00
Interest	
Misc - Cash found ??	\$ 22.00
Masks	\$ 11.00
Learn to Play	
Name Badges	

Total Income \$ 5,110.00

Less Expenses

ABF fees	
ABF Masterpoints	\$ 326.84
ABDA - Directors M'ship fee	\$ 100.00
Bank - Merchant Fees	\$ 85.19
Catering	
Cleaning - General	\$ 114.00
Charity	
Directors Fees	\$ 550.00
Stationery	\$ 20.00
Printing/Photocopier	\$ 33.00
Rent - 1/2 Nov & Dec	\$ 1,970.00
Photo Gallery	
Name Badge	
NSWBA Lic/Comp Fees	\$ 316.15
Repairs and Maintenance	
Travel Subsidy	
Teaching	
Xmas Party	
Web Hosting	
Prizes	

Total Expenses \$ 3,515.18

Bank Reconciliation

Balance Brought Forward	\$ 11,938.27	Statement Balance	\$ 15,388.09
Plus Income for Month	\$ 5,110.00	Plus outstanding deposits	\$ 115.00
Less Outgoings	\$ 3,515.18	Less outstanding payments	\$ 1,970.00
Less Transfer of Funds		Plus Transfer of Funds	
Net balance	\$ 13,533.09	Net balance	\$ 13,533.09