



Brisbane Water Bridge Club Inc

(Registered No: Y2481225 ABN 84660 359 652)

PO Box 601

Woy Woy NSW 2256

Minutes 22nd March 2021

1. Present Peter Hume, Christine Hadaway, Graham Woof, Felicity Fane, Beryl Lowry, Jorgen Boettiger Anne Snow and Lynne Rainford. Tracey Dillon has resigned.
2. Meeting declared open at 10:30am. Felicity Fane arrived 10.32am and Jorgen Boettiger arrived approximately 10:45am.
3. Apologies Nil
4. Conflicts of Interest – nil stated.
5. Peter asked for nominations for Secretary following Tracey Dillon's resignation from Committee on 15/03/21. Graham Woof was nominated by Lynne Rainford, seconded by Christine Hadaway. Graham Woof now elected as Secretary.
6. Minutes of last meeting: Approved as true record with cosmetic adjustments to be recorded in Minute Book. Moved Peter, Seconded Beryl.
7. Business arising:
 - Results of a recent Mediation Session between two members was briefly discussed. A letter of apology from the Club to be sent to one of the members regarding the way in which the original issue was handled. As a result, a sub-committee consisting of Peter Hume, Christine Hadaway and Lynne Rainford to be formed to draft a new procedure for handling complaints within the Club. On completion and approval by the full Committee it is intended that the procedure be published for viewing by all members.
 - A short discussion ensued on the cost/benefit of the stand-alone printer in the Club room versus the desktop printer attached to the computer. Whilst we own both, some would question the value of the stand-alone printer. This printer requires monthly expenditure for consumables and maintenance, plus a surcharge if the number of pages printed exceeds a certain amount. There were differing points of view within the Committee. On the one hand, Beryl stated that the stand-alone printer should be used to the limit of not attracting a surcharge, given that we are paying for it anyway. On the other hand, although the computer printer is our only resource for colour printing, Christine is of the opinion that the computer printer is a much cheaper resource for all printing.
 - Concerns were raised regarding the responsibility of locking premises by BWBC personnel when no other personnel on site. BWBC personnel are OK with locking and setting alarm for the Club's room but feel they should not be held responsible for locking and alarming the complete Centre. At present they demonstrate a duty of care to complete this task when it appears that they are the only ones left on site. Peter to talk to Council to get clarification on responsibilities. The Council person responsible for the Centre is Andrew Roland mobile: 0419 694 108.
 - The current Club computer has been taken off-line due to systemic failure and replaced by a laptop with add-on monitor and keyboard. Marcelle Goslin has kindly attended to this task and has also provided the laptop as being excess to her needs – very generous. Thank you Marcelle. The current plan is for Marcelle to attempt to re-birth the old computer, and if it continues to malfunction, then discard and purchase a new computer. As part of this general improvement exercise it was agreed that Ann Snow would purchase a new more ergonomic computer chair. A sum in the vicinity of \$200 was mentioned and approved as the likely cost.
8. Correspondence – in. Not discussed due to Secretary changeover.
9. Correspondence – out. Not discussed due to Secretary changeover.
10. Reports
 - Treasurer – Peter raised the subject of fees for Teachers. At present 'Teachers' get all the fees paid for lessons, should this change? There were no contributions from the meeting, therefore no changes. Beryl stated that Member Club fees need not be increased. The financial bottom line is healthy. Moved Graham Woof, seconded Ann Snow.

- Asset register – Not raised, except to say that new Secretary would look after.
- Chief Director – Christine commented that she intends to call a Director's meeting soon. Christine also reiterated the need to recruit more Directors. Peter and Felicity showed some interest in becoming Directors in the future.
- Tournament Secretary/Committee – No discussion. As an aside, Ann Snow thanked Graham for helping out with the preparation of boards for the Open Teams event.
- Teaching Director – Christine stated that she was pleased to have 14 new starters for her recently commenced Beginners' course. She also wants to provide a Graduation lunch for the Beginners, when the course is completed in approximately 5 weeks. In addition she will be looking to start another Supervised session for the new Beginners.
- Charity Committee – not discussed.
- Marketing Committee – not discussed.

11. General Business:

- George spoke to the Committee regarding his recently circulated proposal for him to trial the holding of Bridge lessons on Monday mornings. A token cost of \$5.00 pp was agreed to with proceeds going to the Club. Christine mentioned that she would have preferred that George had advised her in advance, but that said was happy for the lessons to proceed. A start date of 12 April from 10:45 to 11:45am was proposed and agreed. George and Peter will confer to arrange advertising on the Club website.
- Graham tabled lists of Members, both home and non-home, who will be removed from the active list of the ABF database as a result of not being financial. This will happen before the ABF cut-off date of March 31, so as to not attract Capitation fees for the coming financial year. This involves 31 Home Club Members and 27 Non-home Club Members. Graham also stated that there may also be a few potential members, whose Application forms need to be discovered in amongst the hand-over paperwork from Tracey. These will be dealt with as soon as practicable.
- Graham provided a sample of a new plastic scoring pad holder for consideration by the Club. It was agreed to purchase ten units at a total cost of \$80.00.

12. Meeting closed at 11:51am.

13. Next meeting was not discussed, but in line with the current practice, I propose the next meeting for Monday April 19 at 10:30am in the Club rooms.

Graham Woof

Secretary

Brisbane Water Bridge Club

Summary

Feb

2021

Income

Table Fees	\$	3,473.00
Book Sales	\$	40.00
Subscriptions	\$	1,148.00
Interest		
Donations	\$	12.00
Stationery - Cards & Covers	\$	13.50
Learn to Play		.
Sundry - Masks	\$	6.00

Total Income \$ 4,692.50

Less Expenses

ABF fees		
ABF Masterpoints	
Advertising	.	
Bank - Merchant Fees	\$	92.89
Catering		
Cleaning & Prod(Deal Mach)	\$	131.95
Charity		
Directors Fees	\$	560.00
Stationery - Bidding Pads	\$	499.50
Sundry - Phone recharge	\$	15.00
Rent (January)	\$	1,132.00
Printing/Photocopier	\$	38.07
Name Badge	.	
NSWBA Lic/Comp Fees	.	
Repairs and Maintenance	.	
Travel Subsidy		
Teaching	.	
Xmas Party		
Web Hosting		
Prizes		

Total Expenses \$ 2,469.41

Bank Reconciliation

Balance Brought Forward	\$	13,533.09	Statement Balance	\$	15,621.18
Plus Income for Month	\$	4,692.50	Plus outstanding deposits	\$	135.00
Less Outgoings	\$	2,469.41	Less outstanding chqs		
Less Transfer of Funds			Plus Transfer of Funds		
Net balance	\$	15,756.18	Net balance	\$	15,756.18