



# Brisbane Water Bridge Club Inc

(Registered No: Y2481225 ABN 84660 359 652)

PO Box 601

Woy Woy NSW 2256

## Minutes 30<sup>th</sup> August 2021

1. Virtual meeting held on ZOOM. Present: Peter Hume, Christine Hadaway, Graham Woof, Beryl Lowry, Jorgen Boettiger, Ann Snow and Lynne Rainford
2. Meeting declared open at 11:00am
3. Apologies: Felicity Fane
4. Conflicts of Interest – nil stated.
5. Minutes of last meeting (19<sup>th</sup> July 2021): Approved by President as true record to be recorded in Minute Book.
6. Business arising from July meeting:
  - Draft Complaint procedure:
    - Finalisation of draft for new complaint procedure awaiting the meeting of sub-committee. Date to be advised but has been delayed due to Covid lockdown. George Boettiger to approach the late Pam Gowthorp's husband for any records in relation to her position as Recorder. George will also try to recover Pam's keys for the Club rooms
    - Peter H has approached Jurate L as possible replacement Recorder. She will think about it and respond in due course
    - The Recorder position is still considered important as an intermediary between the complainant and the Committee however, we would like to discourage trivial matters from being pursued
  - Key register (Spreadsheet) has been set up by Secretary. Keys are currently being held by Christine H, Ann S, George B, Pam G (deceased), Sylvia F and Peter H. Any changes to key holdings should be reported to Graham W for entering into register
  - Christine H has proposed a Director's Meeting for Wednesday 15<sup>th</sup> September @4:00pm. It will be held by ZOOM if the Club rooms are still off limits
  - The apparent need for more time in the Club room for getting work done out of session by Christine H, Graham W and others, raised the safety issue of members (particularly the females) being in the Club room and the centre generally in non-daylight hours. Discussion deferred to a later date
7. Voting approvals: None
8. Correspondence – in.
  - Web hosting discount refund from Milica P/L c/o Beryl L (Covid relief)
  - Discount refund from ValueH2O c/o Beryl L (Covid relief)
  - Information related to Sharp copier from Sharp Ds Central Coast c/o Beryl L
9. Correspondence – out.
  - July Newsletter emailed to members
  - Peter H to correspond with Ronnie Ng regarding 'RealBridge' trial at BWBC. Generally agreed that BWBC would not participate in 'RealBridge' after resuming face-to-face bridge at Club rooms
10. Reports
  - Treasurer – no income, except for interest, all outgoings. Beryl congratulated for her initiative in seeking Covid relief for various regular outgoings not being fully utilised. Briefly discussed Auditor's report and that EOFY reports would be circulated to membership as part of AGM meeting announcement
  - Asset register – No discussion
  - Chief Director – No discussion
  - Tournament Secretary/Committee - No discussion

- Teaching Director – No discussion
- Board Dealer – No discussion
- Charity Committee – No discussion
- Marketing Committee – No discussion

#### 11. General Business:

- Return to face-to-face bridge in Club rooms
  - Committee has agreed that from now on all participants in face-to-face bridge at BWBC will be required to have been fully vaccinated (two jabs) against Covid-19
  - Additionally, all participants will be required to produce official Australian Government Covid-19 digital certificate (dated ten days prior) before entering Club rooms
  - Only written exemptions from a Doctor will be accepted
  - To help facilitate the smooth operation of this process it is proposed that a register be created (Graham W). Members and associates will be asked to forward their Covid certificates in advance to the Secretary by email or other means, so that the Register can be created and used at the commencement of each bridge session to verify compliance
  - Graham W to contact all members and associates to request their Covid certificates for this purpose
  - Suitable notices should be prepared for attachment to the Bridge room door and other appropriate places (not discussed at meeting)
- AGM for 2021:
  - AGM due to be held within 6 months of financial year end (30<sup>th</sup> June 2021).
  - After considerable discussion it was agreed that a date be set, that being Monday 22<sup>nd</sup> November 2021 @ 11:00am. The meeting will be held in the Club rooms and if Covid restrictions prevent this, then it will be held by ZOOM
- Replacement Director and Recorder: Jurate L asked to consider Recorder position as previously mentioned
- After discussing several options regarding the future of the existing photocopier, it was decided to continue as is, with continuing service payments. Existing machine still performs well despite it being over 5 years old
- Subscription to CCN "Pelican Post" to be discontinued forthwith as not providing any tangible benefits to the Club
- Commitments to club items not in full use reported on by Beryl L as per details supplied in Agenda
- All Committee members reported as having been fully vaccinated (excepting Felicity F who was an apology)
- List of members with no registered email address to be sent to Peter H (by Graham W) for contacting regarding alternative means of communication re Club matters

12. Next meeting proposed for Monday 20<sup>th</sup> September at 10:30am in the Club rooms or by ZOOM depending on Covid restrictions.

13. Meeting closed at approximately 11:55am.

Graham Woof

Secretary

# Brisbane Water Bridge Club

Summary

July

2021

## Income

Table Fees

Book Sales

Subscriptions

Interest

Donations

Stationery - Cards & Covers

Learn to Play/Improver Lessons

Name Badges

**Total Income**

**\$**

**-**

## Less Expenses

ABF fees

\$ 123.00

ABF Masterpoints

\$ 389.35

Bank - Merchant Fees

\$ 83.77

Bridge Books

Catering

\$ 137.96

Cleaning & Products

\$ 142.50

Directors Fees/Course

\$ 205.00

Equipment/Prtr

Membership refund

Name Badge

NSWBA Lic/Comp Fees

\$ 600.00

PO Box Rental

Photocopier/Toner delivery

\$ 41.26

Prizes

.

Rent

\$ 1,264.00

Stationery

Sundry/Newspaper sub

\$ 75.00

Teaching/Lessons/Supervisor

Web Hosting

\$ 300.00

Xmas Party

**Total Expenses**

**\$**

**3,361.84**

## Bank Reconciliation

Balance Brought Forward \$ 17,864.53

Plus Income for Month \$ -

Less Outgoings \$ 3,361.84

Less Transfer of Funds

**Net balance \$ 14,502.69**

Statement Balance \$ 14,502.69

Plus outstanding deposits

Less outstanding chqs

Plus Transfer of Funds

**Net balance \$ 14,502.69**