



Brisbane Water Bridge Club Inc

(Registered No: Y2481225 ABN 84660 359 652)

PO Box 601, Woy Woy NSW 2256

Committee Meeting Minutes – 18th September, 2023.

Meeting opened at 11.06

- Present; Jim Routledge, Christine Hadaway, Chris Hasemore, Elaine Hume, Steve Anderson, Ann Snow, David Adams.
- Apologies; Jenny Buckley, Jaan Oitmaa

Minutes for August 2023 meeting

- Moved that the minutes of August be accepted.
- Proposed: Chris Hasemore. Seconded by Jim Routledge.

Business Arising from the Minutes:

- Vote to accept Ann Snow as club Secretary;
 - Proposed by Chris Hasemore. Seconded by Steve Anderson. Unanimous in favour.
- Vote to accept Elaine Hume onto the Committee.
 - Proposed by Christine Hadaway. Seconded by Chris Hasemore. Voting unanimous in favour of.

Correspondence

- Correspondence In:
 - Various AGM apologies
 - AGM Reports
 - President
 - Tournament Secretary
 - Auditor
 - Treasurer; David Adams presented his report. Discussed.
 - Louis Koolen – Advising that he is now the Regional Representative.
- Correspondence Out:
 - AGM Documents
 - August newsletter
 - Cancellation of Monday Seniors Room booking from September 3.

- New Memberships
 - Reactivation: Spider Redgold No. 536857
 - Moved: Christine Hadaway Seconded: Steve Anderson.
Carried.
- Reports:
 - Treasurer: Moved by Chris Hasemore. Seconded by Elaine Hume.
Carried
 - Chief Director: None
 - Teaching: None
 - Tournament Secretary: None
 - Chris Hasemore moved that the Reports be accepted.
Seconded by Elaine Hume. Carried

- General Business.

Carried over from the previous Committee

- Implementation of a standby strategy. Committee decided to wait until different approaches have been discussed.
- Update of Assets Register - Need to have another look.
 - Replacement value to be attached to each item.
 - Spreadsheet of assets to be viewed.
 - Update of stocktake; some concern over potential for missing boards.
 - Action; David to organise a stocktake of board numbers.
- Buddy System; to be discussed in detail next meeting. A sub-committee consisting of Chris Hasemore, Elaine Hume, Steve Anderson formed to consider various options to help integrate those less experienced into regular sessions, in line with proposals from SGM. Recommendations to be presented at the next meeting so that implementation can be expedited.
- Handover of Positions;
 - DA confirmed Beryl Lowry has handed over papers etc for him to commence Treasury function.
 - AS still waiting handover from Barry Foster although this is anticipated to happen shortly (next few days.)

- Non-Committee Positions:
 - JR confirmed that he had spoken with most of those carrying out “non-committee” roles, with most agreeable to carry on as is.
 - EH/JR compiling a schedule confirming these and also a calendar showing significant events to be managed and prepared for.
 - JR also mentioned that he had spoken with PH/MG regarding their significant roles and asking that they draft some notes regarding how/what steps/processes they take to manage these.
 - This document to be used in case of future backup/handover requirements.

Next Meeting; 9th October at 10:30.

Meeting closed at 12:05 pm.

Brisbane Water Bridge Club

Summary

August

2023

	Table Fees	\$	3,686.00
	Book Sales	\$	15.00
	Subscriptions	\$	50.00
	Interest		
	Christmas Party		
	Learn to Play/Improver Lessons	\$	90.00
	Name Badges		
	Total Income	\$	3,841.00

	ABF fees		
	ABF Masterpoints		
	Bank - Merchant Fees	\$	128.51
	Bridge Books		
	Catering	\$	164.64
	Cleaning		
	Congress	\$	1,196.00
	Director/Deal Fees	\$	810.00
	Equipment (maintenance)	\$	60.00
	Name Badge	\$	152.35
	NSWBA Lid/Comp Fees		
	OFT		
	Printing/Photocopier	\$	86.42
	Prizes		
	Rent-Main & Seniors (Mor	\$	1,552.00
	Stationery	\$	32.80
	Sundry		
	Teaching/Lessons/Supervi	\$	90.00
	Water Cooler (annual hire)	\$	594.00
	Web Hosting	\$	99.00
	Total Expenses	\$	4,965.72

Bank Reconciliation			
Balance Brought Forward	\$ 18,581.94	Statement Balance	\$ 17,457.22
Plus Income for Month	\$ 3,841.00	Plus outstanding deposits	
Less Outgoings	\$ 4,965.72	Less outstanding chqs	
Less Transfer of Funds		Plus Transfer of Funds	
Net balance	\$ 17,457.22	Net balance	\$ 17,457.22