



Canberra Bridge Club

Committee Meeting
Minutes
28 JULY 2026, 17:00

1. HOUSEKEEPING

Mary Tough opened the meeting at 17:00.

1.1 ATTENDANCE AND APOLOGIES

ATTENDEES: Mary Tough (President), Alison Russell-French (Vice President), CJ McKenzie (Secretary), Jenny Bergin (Treasurer), Stephen Fischer, Rob Hurst, Kate Latimer, Nicole Finn, Lucy Stevenson (17:10)

1.2 CONFLICTS OF INTEREST

No new conflicts of interest were declared.

1.3 CONFIRMATION OF THE PREVIOUS MINUTES

The minutes of the June 2026 Committee meeting were confirmed with the following corrections:

- Correction to the spelling of Meurine Thomas in AOB.
- The Committee notes it is normal practice for the Barry Turner Fund committee to make a recommendation for payments. The Barry Turner Fund committee has now made a recommendation (email from Jenny Bergin dated 10 July 2026).

1.4 ACCEPTANCE OF NEW AND RETURNING MEMBERS TO THE CBC

The Committee accepted the following new and returning members:

- Rosalie Kyan
- Colleen Graham
- Jillian Hay
- Josephine Martin
- Julie Mansfield
- David George
- Margaret Brodrick

Moved: Alison Russell-French

Seconded: Mary Tough

3. BUDGET

This item was brought forward in the agenda to ensure plenty of time for discussion.

The Treasurer presented the draft budget.

Lucy Stevenson noted the youth budget has not yet been included.

The Treasurer noted:

- CPI has been applied to most items but not wages (at this time).
- Budget is cautious, noting ongoing concern about income sources.
- Still in discussion with the auditor for last financial year. Budget profit and loss is not yet finalised, but is currently showing a \$14,000 loss.

The Committee discussed:

- possible income sources, including table fees
- potential changes to sponsorship revenue
- potential double-counting of ABF capitation fees in the draft budget



Canberra Bridge Club

- application of increases to wages (e.g. in line with CPI). Stephen Fischer noted we need to look at how we run the club assuming our staff are well taken care of
- perception among members that the club is in a very healthy financial position
- the need to communicate more clearly how funds raised are used. Alison Russell-French suggested the AGM be used to provide information about our general financial position and the impetus to increase table fees, noting the last time table fees were increased (For example).

Nicole Finn noted she has informally polled members regarding a hypothetical increase in table fees. The Committee discussed the merits of increasing table fees by different amounts.

The Secretary noted that discussions about revenue increase strategies should be considered in discussion about the business model. Discussion about the budget should be largely based on the current business model for the financial year. We can reassess the business model, but we need an interim budget in place to enable our financial delegations.

MOTION: That the draft budget is approved as an interim budget, noting resolution of outstanding items including ABF fees, CPI, table fees, youth budget, and potential changes to sponsorship.

Moved: Rob Hurst

Seconded: Nicole Finn

CARRIED.

2.1 QUOTES FOR DISABILITY ACCESS RAMP

The Committee thanked Nicole Finn for her work getting these quotes together. In addition to the information provided in the meeting papers, Nicole Finn noted:

- We do not need permits for the works but do need to submit plans.
- Prior experience of Wormald's work being conducted to a very high standard (lowest price does not represent low quality).

The Secretary asked if the Committee would consider a steel ramp option, as it may provide additional flexibility in the event of future works around the building façade (compared to concrete).

The Committee requested Nicole Finn look into alternate materials (steel) and quote/s for disabled access door and doorway works.

MOTION: That the Committee approve Nicole Finn to initiate the grant application for government funding to support the disability access works.

Moved: Nicole Finn.

Seconded: Rob Hurst.

CARRIED.

2.2 QUOTES FOR BUILDING REPORTS

The Committee discussed the information provided by the Secretary on quotes for building reports, and progress towards a plan for the building. The Secretary advised she is expecting only one more quote, as most companies providing this service are limited to residential inspections. It was noted that:

- The Manager is working on the insurance claim for the water leak as options to have Icon Water reverse the charge have been exhausted.
- The President noted she is making progress on reforming the house sub-committee.
- The Treasurer to add building report procurement to the budget.

4. ANNUAL GENERAL MEETING

The Committee discussed the timing of the AGM.

The Treasurer noted:

- The Auditor has commenced work.



Canberra Bridge Club

- Fees have not increased, the Auditor is continuing from the previous letter of engagement.

The President proposed Tuesday 13 October as the date for the AGM.

The Committee discussed hybrid meetings, and the benefits and limitations of an approach

Action: Secretary to bring back some information to the Committee on the pros and cons of a hybrid meeting.

5. CLUB CHARITY

Discussed deferred due to time limitations.

6. SUB-COMMITTEE REPORTS

6.3 YOUTH

The Treasurer and the President noted the Barry Turner Fund committee has recommended the 5 youth representatives each receive \$500 for the international competition as noted by the Youth Coordinator.

Action: The Secretary requested the role of the Committee in relation to the Barry Turner Fund sub-committee be clarified.

Youth Scongress Funds

Motion: That the Committee authorise payment of the fundraising funds to the youth players as noted in the Youth report, minus the administration (Stripe) fees.

Moved: Jenny Bergin

Seconded: Mary Tough

CARRIED

Rob Hurst and Stephen Fischer left the meeting at 6.45.

6.1 CONTRACTS AND EMPLOYMENT

The Committee noted the report from the Contracts and Employment Sub-committee and the recommendations proposed in the report. The Committee further discussed the remuneration of the workshop initiative for Club members.

The Committee noted that the trial for Elizabeth Yoo as Finance Manager had been successful and that she would continue in the trial until the AGM.

Action: Secretary to check minutes from when we approved the initial trial period of the finance manager role extension.

6.2 EDUCATION

The Vice President noted promotion through the ABC has gone well, but we will not pursue this opportunity again for a period now so as not to overdo it.

7. PRESIDENT'S UPDATE

On behalf of the Committee, I would like to formally record their appreciation and thanks to Sebastian Yuen for his outstanding contribution to the Club over many years, and, in particular for the significant time and effort he devoted to restoring the website following the recent outage.

The Secretary requested the incident be documented thoroughly.

8. MANAGER'S REPORT

The Manager's Report was noted.

The catering kitchen dishwasher is broken again and is costly to repair. The President suggested updating the signage to ensure the drainage cycle is completed properly.

The Committee discussed Ian Morrison's request to contribute to the Newsletter and agreed that he could



Canberra Bridge Club

contribute on the basis that a qualifying statement was included that indicates the article was his view and that members may have other views and can contact him directly.

9. CORRESPONDENCE

The Committee discussed the letter received from two members about a stranger entering the club and loitering in the car park.

The Committee agreed on the following actions:

- the Director should lock the front door once the session has started.
- the external lights should be on and functional when a session is on after dark.
- the incident should be reported to the police.

10. DATE OF NEXT MEETING AND MEETING CLOSE

The next Committee meeting is scheduled for Monday 24 August at 5:15.

The following Committee meeting is scheduled for Monday 28 September at 5.15.

The AGM is scheduled for 13 October at 5:30 (TBC)

Mary Tough closed the meeting at 20:15.