



# Canberra Bridge Club

**President** Pam Crichton  
**Secretary** Deb Milner  
**Treasurer** Lyn Turner  
**Manager** Kerry Butcher/Emily Inglis

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## MINUTES Wednesday 22 July 2020, 3.00pm

**Attendance:** Pam Crichton, Ian Robinson, Lyn Turner, Deb Milner, Michele Grant, John Hempenstall, Margaret Kyburz, Patricia McDonald, Sue Pillans, West Savery, Mary Tough, Liz Van Der Hor

**Apologies:** None

The Committee met by Skype.

### 1. CONFIRMATION OF MINUTES OF 15 AND 17 JUNE 2020

**MOTION:** That the minutes of 15 June 2020 be accepted as a true record of the meeting.  
Moved: Margaret Kyburz    Seconded: Lyn Turner    CARRIED

**MOTION:** That the minutes of 17 June 2020 be accepted as a true record of the meeting.  
Moved: Liz Van Der Hor    Seconded: Margaret Kyburz    CARRIED

### 2. BUSINESS ARISING FROM PREVIOUS MINUTES

Action items from the meetings of 15 and 17 June 2020 have been completed or are in progress, eg:

- The carpet has been cleaned
- John has worked on the leak from the roof and will monitor with the next rain
- Our workers' compensation insurance covers the managers if they are working from home.

### 3. PRESIDENT'S REPORT

Covered under other agenda items.

### 4. MANAGERS' REPORT

The Managers' Report was tabled. Beginners' lessons are due to commence in the club on 17 and 21 August 2020. They might move to online lessons if necessary. Barb Toohey prefers a maximum of 20 participants. Deb will review the COVID-19 Safety Plan and Checklist for Members for modifications required for their use with the beginners' lessons. Cleaning arrangements will be reviewed with greater use of the clubrooms.

## **5. TREASURER'S REPORT**

Lyn tabled the Profit and Loss Statement and Balance Sheet as at 14 July 2020.

In relation to 2020-21, Pam noted the disparity between table money income currently and pre-COVID-19, the implications of the just announced changes to JobKeeper from 1 October 2020, and cashflow issues.

The Committee considered possible options for CBC's joining fee and membership subscriptions for 2021, while noting the risk of some members not renewing their memberships given COVID-19. A special one-off membership levy, and the possibility of BBO teams events with an entry fee, were also discussed.

The AGM is currently scheduled for 22 September 2020. The Committee noted that a later AGM may be appropriate, allowing a more realistic picture of the year ahead. Under the Associations Incorporation Act 1991, CBC must hold an AGM by 30 November each year.

The Committee agreed that it needed a 2020-21 budget developed with different scenarios (eg, current table money income, improved table money income) for consideration at the August Committee meeting, with the possible deferring of the AGM and CBC's 2021 joining fee and membership subscriptions to be considered then as well.

Pam summarised the insurance policies held by CBC (By-law 2.3.2 refers):

- Workers' compensation insurance – current premium of approx \$3,500
- Building insurance – current premium of approx \$4,400
- Management liability, public liability and voluntary workers insurance – Taken out by ABF on behalf of affiliated clubs.

## **6. BBO AND SESSIONS AT CLUBROOMS**

The BBO sessions have continued as before.

In relation to the sessions at the clubrooms:

- Ian will consider the options for dealing boards, currently being undertaken by the managers
- The thermometer may be more accurate if temperatures are taken on the lower neck or wrist rather than forehead, and it needs to be allowed to reset before being used on the next person.

## **7. DIRECTING REPORT**

Nil to report

## **8. 2021 CALENDAR AND SPONSORS**

The Committee agreed that a printed Calendar booklet may not be appropriate in 2021 given COVID-19 uncertainties. An online Calendar is a better option in the longer term. Other options for promoting our sponsors (eg, on the website, in the newsletter) could be developed.

Pam will discuss with Emily the possibility of a members-only section on the website, where members' contact details could be securely listed (and updated throughout the year).

## **9. SUB-COMMITTEE AND OTHER REPORTS**

**9.1 Membership and Promotions** – Nil to report

**9.2 Tournament and Calendar** – See item 8

**9.3 Contract and Employment** – Nil to report

**9.4 House** – Nil to report

**9.5 Congress and Social** – The Teams of Three event in August is unlikely to be held.

**9.6 Education** – The U3A lessons require a volunteer teacher. The Committee agreed not to reschedule the U3A lessons, and to focus on the August beginners' lessons for now (see item 4).

**9.7 BFACT** – Margaret reported that BFACT plans to provide \$1,000 to each affiliated club to assist with reopening costs.

**9.8 Evening players** – CBC BBO sessions are held on Tuesday and Wednesday evenings. These sessions will probably stay on BBO during winter. Some Monday evening players are keen for that session to restart, whether on BBO or in the club.

**9.9 Website** – Nil to report

**9.10 Finance** – Nil to report

**9.11 Barry Turner Fund** – The Committee considered the BTF Investment Sub-Committee's Annual Report for 2019-20.

**MOTION:** That the Committee agrees to continue Ord Minnett as the BTF Professional advisers for 2020-21.

Moved: Lyn Turner    Seconded: Ian Robinson    CARRIED

**MOTION:** That the Committee agrees to accept the BTF Investment Sub-Committee's Annual Report for 2019-20 and to maintain a balanced investment strategy for 2020-21.

Moved: Pam Crichton    Seconded: Mary Tough    CARRIED

The Committee noted that the BTF is not currently consistent with a balanced investment strategy but the Sub-Committee will re-align it over time.

## **10. CORRESPONDENCE**

None

## **11. OTHER BUSINESS**

Pam will inform the managers that the Canberra Games Society doesn't need to move the tables in the Olive Lott Room until the beginners' lessons commence on 17 August 2020 (assuming the Canberra Antique & Classic Motor Club isn't using the Olive Lott Room before then).

## **12. NEXT MEETINGS**

**12.1 Next Committee meeting** – The Committee agreed that the next Committee meeting will be held via Skype on Thursday 13 August 2020 at 3.30pm.

**12.2 AGM date** – To be discussed at the August Committee meeting.

Meeting closed 4.25pm

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