



Canberra Bridge Club

President Margaret Kyburz
Secretary Deb Milner
Treasurer Lyn Turner
Manager Kerry Butcher/Emily Inglis

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MINUTES Monday 15 March 2021, 1.30pm

Attendance: Margaret Kyburz, Lyn Turner, Deb Milner, Ian Robinson, Pam Crichton (until during item 15), Sally Barber (for items 4 to 8), Michele Grant, John Hempenstall, Patricia McDonald (until item 10), Tim Mather (until item 8), Mary Tough

Apologies: Jennifer Yeats, Liz Van Der Hor

1. CODE OF CONDUCT FOR COMMITTEE MEMBERS

The Committee discussed the proposed Code of Conduct, which sets out the standards and behaviours expected of CBC Committee members.

MOTION: That the Committee adopt the Code of Conduct for CBC Committee members.

Moved: Mary Tough

Seconded: Michele Grant

CARRIED

The Committee noted that the Code of Conduct is a living document subject to review as required.

2. DISCLOSURE OF COMMITTEE MEMBERS' CONFLICTS OF INTEREST

Further to discussion at the meeting of 8 February 2021, Committee members disclosed the following potential conflicts of interest for other members' future reference:

- Ian and Sally: Employment as CBC directors
- Mary: Employment at ABF
- Sally: Treasurer at South Canberra Bridge Club

Any absent Committee members' potential conflicts of interest will be noted at the April 2021 Committee meeting.

The Committee noted the need for all Committee members to declare a possible conflict of interest, especially one not previously or recently disclosed, if relevant to a matter being considered by the Committee.

3. CONFIRMATION OF MINUTES OF 8 FEBRUARY 2021

MOTION: That the minutes of 8 February 2021 be accepted as a true record of the meeting.

Moved: Patricia McDonald

Seconded: Pam Crichton

CARRIED

4. BUSINESS ARISING FROM MEETING OF 8 FEBRUARY 2021

Action items have been completed or are in progress:

- Sebastian Yuen has agreed to be CBC's second recorder
- Margaret will draft a welcome letter to new CBC members who previously played at Grand Slam, mentioning Jennifer as the contact for any questions.

5. PRESIDENT'S REPORT

Margaret drew attention to the report from Perelle Scales about the phone calls to CBC members who have not played in any CBC session, online or face-to-face, since March 2020. The main reason members hadn't returned to face-to-face bridge was concerns about COVID-19, with many waiting for a vaccine before returning. Some members have returned to bridge since their phone calls. Margaret has already thanked Perelle and her group of volunteers (Lesley Gunson, Julia Hoffman, Patricia McDonald, Sue Pillans, West Savery and Liz Van Der Hor) in the newsletter.

Margaret noted that the managers Kerry and Emily are very busy, especially with prospective/new members and CBCPay. Margaret has discussed the situation with both managers. Committee members can help, eg, by assisting with orientation of new members before play, not asking managers to do anything that isn't urgent/important, etc. If the high workload continues beyond the short term, the Contract and Employment Sub-Committee may need to consider further.

6. MANAGERS' REPORT

In lieu of the usual managers' report, Emily provided information about recent activities, membership renewals and workload indicators.

As at 11 March 2021, 26% of CBC members haven't renewed their membership, while another 3% have said they are not renewing. Michele and Mary offered to talk first with the managers, then make phone calls, initially to individuals who have not renewed their membership but have been playing bridge at CBC.

The Committee discussed the table number information usually presented in the managers' report. The traditional comparison to the corresponding month and year-to-date in the previous year will not be meaningful for some time. Ian explained that monthly table number data can be extracted from CBCPay. Deb will suggest to the managers that they use CBCPay table number data for their April report to the Committee to see if it is a viable approach.

Kerry advised that 109 Grand Slam members have joined CBC (since November 2020 presumably).

7. TREASURER'S REPORT

Lyn tabled the Profit and Loss Statement and Balance Sheet as at 10 March 2021.

In the year to 10 March 2021, table money and entry fees were 55% of the equivalent amounts in both the year to 10 March 2020 and the year to 10 March 2019.

8. CLOSURE OF GRAND SLAM

MOTION: That the Committee approves expenditure of up to \$1,200 (GST inclusive) in total on equipment and furniture from the (now closed) Grand Slam Bridge Centre.

Moved: Pam Crichton

Seconded: Ian Robinson

CARRIED

The items purchased for CBC include: eight bridgemates, four sets of boards (1-36 each set), one whiteboard, 48 side tables, more than 100 (free) chairs, and hand sanitiser. Some of the existing furniture in the club will be replaced and removed.

9. REALBRIDGE UPDATE

Wednesday evening session – return to club

The Committee considered the circulated email and attachment from Jon Pike. Jon has again phoned a number of long-standing Wednesday evening players, and updated the results from his similar exercise completed in December 2020. Jon's work suggests sufficient interest to support five to six tables if the Wednesday evening session was in the club, similar to RealBridge table numbers on Wednesday evenings. In addition:

- In November 2020, the Committee made a commitment to return the Wednesday evening session to the club in Spring 2021. However, a trial return now may appeal to new CBC members who previously played at Grand Slam.
- The former Grand Slam players joining CBC are more likely to prefer bridge in the club, not online (as they could continue to play online bridge with Grand Slam) and may be attracted to evening bridge (not available at Grand Slam since the pandemic). Some of these new CBC members have been playing on Monday evenings at the club.
- If the Monday evening competition events are to move to a different evening, could that be to Wednesday evenings?

MOTION: That the Committee agrees to a trial return of face-to-face bridge on Wednesday evenings, from mid-April 2021, intended to run until 23 June 2021, with the current view being RealBridge in winter from 30 June 2021. RealBridge on Wednesday evenings will be suspended during the trial. The Wednesday evening face-to-face session will be a 24 board or shortened session.

Moved: Deb Milner

Seconded: Mary Tough

CARRIED

Ian will explore the feasibility of moving the competition events to Wednesday evenings, possibly with occasional events on Monday/Tuesday evenings. Mary and Michele will make phone calls promoting the in-club Wednesday evening session to former Grand Slam and RealBridge players.

Table money (members and visitors) after 31 March 2021

At its meetings on 11 January and 8 February 2021, the Committee agreed the following table money discounts on RealBridge until 31 March 2021:

- members to pay \$2 less (so \$8, \$7 for concessions, and \$4 for young players not in full-time employment)
- visitors to pay members' rates, including the \$2 discount.

MOTION: That the current table money rates for RealBridge continue until 30 April 2021.
Moved: Ian Robinson Seconded: Michele Grant CARRIED

10. CBCPay UPDATE

Implementation of CBCPay has been a lot of work, especially for Emily. All members are now using CBCPay, except for some 100 members who are not playing. New players pay cash on their first visit, and then join CBCPay. Twenty members who cannot do online banking are on the special arrangement. Members no longer need to purchase vouchers.

One member is unhappy about CBCPay and hasn't joined it. Margaret will speak with this member.

MOTION: That no more vouchers be issued at CBC after 31 March 2021. If members still have any vouchers, they may return them for credit to their CBCPay balance.
Moved: Ian Robinson Seconded: Margaret Kyburz CARRIED

11. DIRECTORS ISSUES

Ian will have three months away from his usual duties from 1 June 2021 to 31 August 2021. During his leave, Ian will undertake some directing but only occasionally, and will probably not be attending Committee meetings. Ian will compile a list of tasks to be undertaken by others during his absence (eg, tournament matters, dealing, weekly website/newsletter updates, publicity).

12. DISCIPLINARY ISSUES

Not discussed due to time constraints.

13. EQUIPMENT FOR RECORDING LESSONS

The Committee considered the information provided by Emily about equipment for recording Barb Toohey's Master the Basics lessons. On balance, the Committee was not convinced that the expenditure could be justified. It would be a significant amount of money. Deb will advise Emily and Barb of the Committee's decision.

Master the Basics is attracting the same group of participants. Margaret will discuss future arrangements with Barb.

14. CLEANLINESS/TIDINESS OF CLUB

The Committee noted the need to keep the clubrooms clean and tidy, noticeboards decluttered, etc. A truck is organised for 16 March 2021 to remove excess furniture and move purchased items from Grand Slam. A working bee is scheduled for 20 March 2021.

The Committee agreed that two more shelving units should be purchased from Bunnings for the dealing room which is being re-carpeted. Pam will ask Kerry to arrange the purchase and delivery, John will assemble.

15. SUB-COMMITTEE AND OTHER REPORTS IF NOT ALREADY COVERED

15.1 Membership and Promotions

15.2 Tournament and Calendar

- The Committee agreed that the Southern Tablelands Teams Congress will be held on Saturday 29 May 2021, subject to no clashes in the ABF calendar.
- BFACT selection events are scheduled for April 2021. CBC will run a one-day novice and intermediate side-event on 18 April 2021. CBC will arrange a low-key function at the end of play, Mary and Michele will consider catering arrangements.
- Will Jenner O'Shea will hold a morning two-hour lesson, followed by an afternoon supervised session, on 8 May 2021. BYO lunch. Pam will check and advise the previous payment arrangements with Will.
- Margaret will discuss Mentoring in May with Liz.
- Ian will arrange an email to the 50 highest-ranking Grand Slam players about the Butler movement on Thursday mornings and the BFACT selection events.

15.3 Contract and Employment

- Pay rates for dealers and RealBridge directors – Not discussed due to time constraints
- Managers' trial of change of days – Not discussed due to time constraints

15.4 House

15.5 Congress and Social

- The Not Quite Valentines Day Congress was held on 27 February 2021. A report will be provided at the April Committee meeting.

15.6 Education

15.7 BFACT¹

- Margaret has written to the BFACT President proposing an MoU outlining respective roles and responsibilities for BFACT events run by CBC.
- The existing ABF formula will be used to determine Grand Slam members' eligibility for BFACT events. Mary will check whether ABF has access to a full list of Grand Slam members' ratings.

15.8 Website

15.9 Finance

15.10 Barry Turner Fund

15.11 COVID-19

- Since 6 March 2021, it has been mandatory for anyone 16 years or older to register their attendance at the clubrooms with the Check In CBR app. The Committee agreed that volunteers at the entrance will continue this week to ask players before sessions and assist with registration on the app via the business profile if required. From the following week, volunteers will ask at tables and directors will remind players about the app.
- The Committee agreed that it is no longer appropriate to open the clubrooms 20 minutes before a session. Instead directors will use their discretion. Completing registrations on the Check In CBR app requires a bit more time before play.
- The Committee discussed moving back to single tables at CBC. Some bridge clubs are playing at single tables, and single tables would be consistent with the loosening of restrictions elsewhere in the ACT community, eg cinemas, theatres, etc. Some 30 single tables would be possible in the Barry Turner Room, so numbers would still be well within the limit of one person per two square metres of usable space (a maximum of 158 people in the Barry Turner Room). A possible letter to the ACT Minister for Health is on hold for now.
- Deb will update the CBC Safety Plan and Checklist for Players.

¹ On 19 March 2021, Deb forwarded Liz's written report of the BFACT meeting of 5 March 2021, also some positive feedback that Liz heard recently, to Committee members.

MOTION: That CBC returns to single tables at the club as soon as practicable.

Moved: Ian Robinson

Seconded: Lyn Turner

CARRIED

16 CORRESPONDENCE

Three items of correspondence were circulated to the Committee prior to the meeting: a letter of 8 February 2021 to Canberra Antique and Classic Motor Club and their reply of 4 March 2021; and an email of 11 February 2021 from Claire Hughes.

17 OTHER BUSINESS

None raised.

18 NEXT MEETING

The Committee agreed that its next meeting will be held on Monday 19 April 2021 at 1.30pm.

Meeting closed 4.50pm
