



# Canberra Bridge Club

**President** Margaret Kyburz  
**Secretary** Deb Milner  
**Treasurer** Lyn Turner  
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## MINUTES Monday 17 May 2021, 1.30pm

**Attendance:** Margaret Kyburz, Liz Van Der Hor, Lyn Turner, Deb Milner, Ian Robinson, Pam Crichton (from item 3), Sally Barber (until during item 16), Michele Grant, John Hempenstall, Tim Mather, Mary Tough, Jennifer Yeats

**Apologies:** Patricia McDonald

### 1. CODE OF CONDUCT REMINDER

The Committee adopted the Code of Conduct for CBC Committee members at its meeting of 15 March 2021.

### 2. CONFIRMATION OF MINUTES OF 19 APRIL 2021

**MOTION:** That the minutes of 19 April 2021 be accepted as a true record of the meeting.  
Moved: Liz Van Der Hor                      Seconded: Michele Grant                      CARRIED

### 3. BUSINESS ARISING FROM MEETING OF 19 APRIL 2021

Most action items have been completed. Some items are in progress:

- Mary will speak with the managers about a list of members who have not renewed their membership.
- Ian followed up about the purchase of packs of cards and bidding boxes, and repair of bridgemates. "Canberra Bridge Club" labels for the new bidding boxes would protect against theft but would need to look good, and withstand cleaning. Tim will investigate with a professional printer whether a suitable high-quality label is possible. Sally will assist Ian with replacing old cards in boards with new cards. Margaret will ask members in the newsletter to rectify bidding boxes if dropped and not leave them for someone else to fix, also to check at the end of play that bidding boxes have a complete set of inserts.
- Margaret will respond to Peter Giles about the newsletter and a possible occasional bulletin, also to the member who made a number of suggestions by email on 13 March 2021.
- John has investigated possible handrails which could be installed onto the brick walls in some toilet cubicles. 60cm handrails may be better than 30cm. Initially John will install handrails in two cubicles in the women's toilets.
- Jennifer tabled a spreadsheet showing table numbers per movement/session based on the results data on the website.

The spreadsheet showed that so far in May, total table numbers per week are significantly higher than in April. Some of this increase is due to Mentoring in May. Numbers may drop over winter. If the high numbers are maintained in the longer term, the Committee may need to consider the introduction of another daytime session, subject to director availability. Jennifer will update the spreadsheet for the next couple of Committee meetings.

- Liz has started an email to players who tend to make numerous smaller CBCPay deposits, but will hold off on its completion as Margaret has mentioned the issue in the newsletter.
- Now that the tablecloths are back on tables, Margaret will ask Kerry about washing arrangements and how frequently washing needs to be done.
- Jennifer's research into coffee options is a longer-term issue/not urgent.
- Michele reported that John Kelly is preparing a document with gardening ideas and suggestions.

#### **4. PRESIDENT'S REPORT**

The workload of the managers continues to be a major problem. Liz is meeting this week with Kerry and Emily to discuss possible options, and will report back to the Executive in the first instance. If recruitment of a third manager is proposed, this would require an out-of-session decision of the full Committee.

#### **5. MANAGERS' REPORT**

The Committee noted the Managers' Report. A member has asked whether the Tuesday afternoon session could start earlier as traffic is heavy on the way home. A member has also emailed Sally about this issue. The Committee noted the desirability of all three afternoon sessions starting at the same time, which couldn't be earlier on a Friday afternoon as it would be too close to the end of the Friday morning session. Deb will reply to Sally's member explaining that while the start time will not change in the short term, the Committee is not dismissing the issue.

#### **6. TREASURER'S REPORT**

Lyn tabled the Profit & Loss Statement and Balance Sheet as at 30 April 2021. Lyn now has the information required from CBCPay to complete the BAS and show deferred income as a liability in the Balance Sheet.

The Profit & Loss Statement provides income and expenses over the past 12 months and the equivalent periods in the two previous years. However, CBC income and expenses in the current year are not comparable to the previous two years given the COVID impacts since March 2020. Lyn suggested she provide, in addition to the usual 12 month Profit & Loss Statement, table money income and wages & salaries expenses over the past three months compared with the same three month period in the two previous years.

#### **7. PIANOLA AND MEMBERS' CONTACT INFORMATION**

The Committee confirmed its by-email decision of 24-25 April 2021:

**MOTION:** That the default position in Pianola be changed so that existing CBC members' phone and email contact details (not addresses) are automatically shared with other

members, unless the member opts out of the new default arrangement. This change is to occur following comprehensive publicity to affected members, that provides the opt-out option to those individuals who do not want other members to access their phone and email details. This change is intended to assist members who wish to invite other members to play bridge with them, replacing the function of the hard copy printed booklet.

Moved: Pam Crichton                      Seconded: Liz Van Der Hor                      CARRIED

The Pianola change will occur on 12 June 2021. The managers' new member application form will need to be amended following the Pianola change.

## **8. BARRY TURNER FUND AND ANC 2021**

Pam declared her potential conflict of interest on this issue as she will be receiving a Barry Turner Fund subsidy to travel to the ANC in July. However, in relation to today's issue, Pam was arguing for a reduced level of CBC funding for ANC travel subsidies, as outlined below.

On 4 May 2021, the Committee approved a motion by email confirming CBC's funding from the Barry Turner Fund to BFACT for the ANC. However, BFACT is unable to form an ACT youth team, so the \$13,100 amount needs to be reduced accordingly. The Committee therefore approved an amended motion:

**MOTION:** That the Committee approves funding from the Barry Turner Fund of:

- (i) Up to \$13,100 to BFACT to be shared between the ACT representatives at the ANC in Perth in July 2021 (the \$13,100 figure assumes four full teams of six players, and if this is not the case will be adjusted proportionately); and
- (ii) 50% of the cost of the ANC Victory dinner/function for those ACT representatives who attend this dinner/function in July 2021.

Moved: Ian Robinson                      Seconded: Lyn Turner                      CARRIED

On 16 May 2021, Margaret sent an email to the BFACT President clarifying the need to reduce the \$13,100 amount and apologising for any confusion. Other emails from BFACT have since been received. Margaret will speak with Justine.

Deb noted that the Barry Turner Fund documents approved by the Committee in May 2020 did not anticipate the scenario of less than four full teams so will need to be amended.

## **9. GRAND SLAM**

On 20 April 2021, the ABF replied favourably to Margaret's letter of 23 March 2021 about integrating Grand Slam ratings into the ABF masterpoint system, but the solution needs to be actioned by CBC:

- Margaret (with Kerry) will arrange a Pianola message to the former Grand Slam members known to have a rating of more than 56, letting them know that they will be elevated to 300 masterpoints (if they haven't already reached 300 masterpoints)
- Other former Grand Slam members will need to be asked to let us know if they have a rating of more than 56
- Ian will ask John Donovan to make the masterpoint increases (John will need affected members' ABF numbers) and to provide Michele with a website explanation about masterpoints.

The Committee noted Margaret's welcome letter of 30 March 2021 to former Grand Slam members, and briefly discussed the possibility of a similar welcome letter to all new members. For now, Michele and Mary will arrange for new members to be welcomed by name each month on the TV screen, and also in the newsletter.

## **10. COVID PROTOCOLS**

A member has asked Liz about two possible changes to the COVID protocols – paper bidding pads if players prefer them, and hand sanitising only at the beginning and end of the sessions. On balance, the Committee decided not to change the existing protocols. Liz will reply to the member, explaining that the protocols are a compromise given the wide range of COVID risk tolerances and views across our membership. Deb noted that the SABF's COVID protocols for the recent Autumn Nationals were reassuringly similar to CBC's protocols.

## **11. MENTORING IN MAY UPDATE**

Liz provided an interim report on the Mentoring in May program. The program attracted 56 applications from mentees, who Liz matched with 38 mentors. Liz emailed all participants to provide the contact details for their mentor/mentee and explain the CBCPay arrangements. Liz's email to two mentees apparently didn't arrive, went into spam or was not read, and no-shows resulted. Liz is now phoning individuals who have not acknowledged her email to ensure they are aware of their commitments.

## **12. BEYOND BLUE**

Beyond Blue is the CBC charity until 30 June 2022. Deb noted that in February 2020, CBC raised \$3,000 at the Valentine's Day Congress for the NSW Rural Fire Service. A similar approach at future CBC congresses could be a way to raise funds for Beyond Blue (see item 16.2).

## **13. SESSIONS UPDATE**

The Committee endorsed Deb's proposed reply to a member who suggested additional afternoon sessions given car parking pressures.

The large table in the corner of the Barry Turner Room will be removed to allow a 33<sup>rd</sup> table.

## **14. IAN'S THREE-MONTH ABSENCE**

Ian outlined that during June to August, Bruce Crossman will manage director issues, Andrew Struik will manage dealing issues, and Michele will manage publicity with help from Bruce, Kerry and Margaret. Michele has the Monday evening event program which will continued to be played in the club and not move to RealBridge over winter. If the Wednesday evening duplicate session is to move to RealBridge for July-August, John Donovan and Bruce could arrange.

Before the June, July and August Committee meetings, Margaret will check with Bruce for any issues for the Committee. Margaret will also check occasionally with Andrew.

## **15. DIRECTORS AND DEALING ISSUES**

The club has a new director - Josh Tomlin – who will direct on Monday mornings. Margaret will arrange a contract. Some director changes will be necessary to cover Ian's absence.

## **16.SUB-COMMITTEE AND OTHER REPORTS IF NOT ALREADY COVERED**

### **16.1 Membership and Promotions**

### **16.2 Tournament and Calendar**

- Ian proposed a “Beyond Blue Teams of Three” event. The Committee agreed to hold the one-session event of three matches on 1 August 2021 with Ian assisting in the background. If both rooms are needed, two directors will be required. Margaret will ask Sue La Peyre to organise the teams. Pam will check previous entry fees.
- The Committee will discuss other Calendar issues in September when Ian is back, eg, holding the Southern Tablelands Teams in, say, November?

### **16.3 Contract and Employment**

- Recently, a second director asked not to be paid for personal reasons (discussion at Committee meeting of 11 January 2021 refers). Margaret finalised a new contract with the director. The new contract notes that CBC will readily revert to paying them if they ever so wish, and will write to them every six months to check they still wish to continue their non-payment arrangements. Deb will add reminders in the Committee's governance calendar about the President's six-monthly checks with relevant directors.

### **16.4 House**

### **16.5 Congress and Social**

### **16.6 Education**

- The Will Jenner O'Shea's lesson on 8 May 2021 was very successful, with more participants than expected, but required a lot of work by many CBC volunteers.

### **16.7 BFACT**

- Liz reported that BFACT met on 14 May 2021 and further considered CBC's proposed MoU of 11 March 2021. A response from BFACT is likely soon.

### **16.8 Website**

### **16.9 Finance**

### **16.10 Barry Turner Fund**

### **16.11 COVID-19**

## **17.CORRESPONDENCE NOT COVERED IN EARLIER ITEMS**

None raised.

## **18.OTHER BUSINESS**

None raised.

## **19.NEXT MEETING**

The Committee agreed that its next meeting will be held on Monday 21 June 2021 at 1.30pm. Jennifer will be an apology.

Meeting closed 4.30pm

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