



Canberra Bridge Club

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| President | Margaret Kyburz | 5-7 Duff Place |
| Secretary | Deb Milner | PO Box 9006 |
| Treasurer | Lyn Turner | Deakin ACT 2600 |
| Managers | Kerry Butcher, Emily Inglis, Tamara Cutcliffe | ☎ 02 6282 2382 |
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MINUTES Monday 20 September 2021, 1.30pm

Attendance: Margaret Kyburz, Liz Van Der Hor, Lyn Turner, Deb Milner, Ian Robinson, Pam Crichton, Sally Barber (items 3 to 7), Michele Grant, John Hemenstall, Tim Mather, Patricia McDonald, Mary Tough, Jennifer Yeats

Apologies: None

The Committee met via Zoom as a practice run for the forthcoming Zoom AGM.

Margaret asked if any Committee member wished to declare a conflict of interest in relation to any agenda item/s. None were declared.

1. CONFIRMATION OF MINUTES OF 16 AUGUST 2021

MOTION: That the minutes of 16 August 2021 be accepted as a true record of the meeting.
Moved: Michele Grant Seconded: Jennifer Yeats CARRIED

2. NOTING OF COMMITTEE'S BY-EMAIL DECISION

The Committee noted its by-email decision of 18 August 2021 that CBC make a donation of \$2,300 to Beyond Blue, the current Club charity.

3. BUSINESS ARISING

The Committee discussed the status of action items from previous meetings, in particular:

- Margaret will continue to follow up the employees who have not signed and returned their contracts of employment;
- Lyn has applied on CBC's behalf for an ACT COVID-19 Business Support Grant.

4. NOTING OF MATTERS AGREED BY EXECUTIVE IN A MEETING ON 30 AUGUST 2021, AND IN SUBSEQUENT EMAILS

The Committee noted that:

- Additional RealBridge sessions have been introduced on Thursdays at 2.00pm and Mondays at 7.00pm (see further discussion at item 10 below);
- Visitors can do CBC tasters for free and pay the \$8 visitor rate if playing in a CBC RealBridge session (the payment mechanism was discussed at item 7 below);
- Directors running tasters since 12 August 2021 will be paid the RealBridge half rate.

Any assistant directors at tasters will be paid half the half rate. Emily is arranging the payments. More taster sessions will be arranged if there is demand for them.

5. PRESIDENT'S REPORT

Margaret reported that prior to lockdown, the managers found that the cleaners were not cleaning for the agreed length of time at the club. The cleaners have issued a \$1,200 credit note to CBC. The cleaners are not cleaning the clubrooms while closed with the lockdown.

A new phone has been purchased for the office.

6. MANAGERS' REPORT

The Committee noted the Managers' Report. When time allows, Kerry, Tamara and Lesley are contacting frailer CBC members. Margaret will follow up with the managers to confirm the intended purpose of these calls.

The Committee discussed the RealBridge participation rates provided by the managers, and the email from a member about Perspex screens. As previously considered by the Committee, issues with Perspex screens include cost, hearing difficulties, cleaning, the slightly smaller size of our tables and screens' anti-social nature. Wearing masks would generally work better.

The Committee noted Tamara's summary of average table numbers per session in the four weeks to 29 August 2021, which of course are lower than previous months given the impact of lockdown. Jennifer is preparing table number details for the 2020-21 financial report for the AGM, which will combine face-to-face, BBO and RealBridge table numbers. Mary will forward her personal spreadsheet record of table numbers to Jennifer in case useful.

Ian indicated that if the spreadsheet being maintained by the managers contains all the raw data for table numbers, then it should satisfy all potential needs. Adjustment for directors filling in (eg, supervised play) may be necessary. Ian will clarify with the managers.

In relation to what should be included in the monthly summary to the Committee, Jennifer proposed that relevant Committee members discuss this out-of-session.

7. TREASURER'S REPORT

Lyn tabled the Balance Sheet and Profit & Loss Statement as at 31 August 2021. No issues were raised.

The Committee will suggest that the next Committee explores the issue of using the Barry Turner Fund for more than travel expenses, noting that legal advice may be required.

John explained the need for a thorough repair of the roof of the clubrooms by a roof plumber. Margaret will ask Kerry to obtain quotes, with John to be involved as appropriate.

Ian summarised the mix of payment arrangements for visitors playing in CBC RealBridge sessions. When the visitor is playing with a CBC member, the visitor's table money is charged to the member's CBCPay account. Regular visitors are generally paying into the CBC bank account.

The Committee agreed that Ian and the managers should continue to determine the appropriate visitor payment arrangements on a case-by-case basis. If visitors fail to pay by whatever arrangement, they will not be allowed to play again in a CBC RealBridge session.

8. PROPOSED CHANGES TO BARRY TURNER FUND PAPERS

In May 2020, the Committee approved papers which provide an overview of the Barry Turner Fund, and define the responsibilities of the Committee and the Barry Turner Fund Investment Sub-Committee. Proposed changes to the papers, drafted by Deb with input from Ian and Lyn, address the possibility of less than four full ACT teams going to the ANC. The proposed changes provide for a proportional adjustment to the annual payment to BFACT given the number of ACT representatives (rather than the number of ACT teams) attending the ANC, so including potentially non-playing captains.

The Committee agreed changes of the papers. Deb will finalise the documents and circulate them. As a result of the changes:

- The President and Treasurer will be authorised to approve the annual payment to BFACT, calculated in accordance with the formula in the Attachment D, up to \$15,000; and
- The formula in Attachment D will allow for “more or less than 28 ACT representatives” attending the ANC due to the possibility of the ABF introducing mixed team events.

9. SPONSORS – COORDINATOR, AND ARRANGEMENTS FOR 2022

Margaret will speak with Peter Giles about possible future arrangements for CBC’s sponsors, including the coordinator role, and in order for the next Committee to determine the arrangements as we approach 2022. Pam noted that sponsors could be promoted via the newsletter.

10. SESSIONS UPDATE

Ian explained that while the new Monday 7.00pm RealBridge duplicate session has not attracted a large number of players, one director is able to run it as well as the competition.

The Committee discussed the suggestions for an “intermediate” session, noting the difficulty with defining “intermediate”. The Committee agreed to trial a new and shorter RealBridge session on Mondays at 2.00pm which will be described as, eg, “relaxed”, “social” and “less competitive”. Ian will follow up, involving the managers as appropriate.

Margaret raised the issue of beginners’ lessons, especially given the beginners who were enrolled in the lessons originally expected to commence in mid-August. Margaret will discuss the possibility of online beginners’ lessons with Barb Toohey.

11. DIRECTORS AND DEALING ISSUES

Ian indicated that:

- Sally Barber is back as a director;
- BFACT is holding the Canberra in Bloom online festival on 9-10 October 2021. Entries will be via My ABF;
- The ABF is developing a payment system which will supersede CBCPay.

Ideally the new system will combine the best features of CBCPay and My ABF. Bruce Crossman is on a steering committee for the new system. Ian will brief Bruce about issues from our CBCPay experience, including arrangements for members who don't do online banking and for visitors.

12. SUGGESTIONS TO ASSIST BEGINNERS TO MOVE FROM SUPERVISED PLAY TO REGULAR SESSIONS

A member has suggested a mentoring program to assist supervised players to try regular sessions. The Committee considered that such a mentoring program would work better with face-to-face bridge rather than RealBridge. With no beginners' lessons currently, there are no new supervised players for now (see also item 10 about suggestions for an "intermediate" session).

13. SUB-COMMITTEE AND OTHER REPORTS IF NOT COVERED IN EARLIER ITEMS

13.1 Membership and Promotions

13.2 Tournament and Calendar

- Ian has developed a new Monday evening RealBridge competition program, including two BFACT events.

13.3 Contract and Employment

13.4 House

13.5 Congress and Social

13.6 Education

13.7 BFACT

- BFACT's AGM occurred on 19 September 2021. The annual affiliation fee will remain at \$8.50 (including GST) for all members of affiliated clubs.
- The Committee noted ABF's letter (via BFACT) about the postponement of the 2021 ANC. The Australian Interstate Teams will be held on RealBridge on 8-12 November 2021.

13.8 Website

13.9 Finance

13.10 Barry Turner Fund

13.11 COVID-19

14. CORRESPONDENCE NOT COVERED IN EARLIER ITEMS

The Committee noted the email reply sent to a member who asked about name badges and emergency contacts.

15. OTHER BUSINESS

The Committee noted the process for nomination of candidates for election at the forthcoming AGM to the next Committee, given the current lockdown in the ACT and the closure of the club. The 2021 nomination process is explained on the CBC website.

16. NEXT MEETING

The Committee agreed that the next Committee meeting will be scheduled to occur on Monday 25 October 2021 at 1.30pm.

Meeting closed 4.45pm