

CANBERRA BRIDGE CLUB COMMITTEE MEETING

THURSDAY 3 JUNE 2021

Present: Margaret Kyburz, Pam Crichton, Liz Van Der Hor, Lyn Turner, Michele Grant, Tim Mather, John Hempenstall, Jennifer Yeats

Apologies: Mary Tough, Ian Robinson, Deb Milner, Patricia McDonald, Sally Barber

The President opened the meeting at 1.30pm. There was only one agenda item – the issue of the managers having too much work for their current hours.

Liz Van Der Hor outlined the results of her conversations with the managers Kerry and Emily and informed the meeting about the email Margaret received from Emily stating that she wanted to reduce her hours and was only prepared to continue working 3 days per week till 1 July when her university studies recommence. Emily cited health problems and requested that she reduce her hours by working either 2 days in the office – with much of her current workload taken on by someone else -- or one day in the office and 6 to 12 hours (as needed) remotely.

The discussion centred about the idea of employing a third manager to be employed in the office for 2 days of 6 hours each per week, the term of employment to be for an initial period of 3 months and the position to be advertised within the club in the first instance.

Motion: That CBC employ a third manager to work in the office for up to 12 hours per week, with an initial contract of 3 months.

Moved: Liz Van Der Hor; **Seconded** Lyn Turner; **Passed** unanimously.

Motion: That the Committee authorises the Employment Subcommittee to appoint a selection panel to carry out the selection process for a third manager, to identify the selection criteria, to advertise the position and make an appointment.

Moved: Margaret Kyburz; Seconded Michele Grant; Passed unanimously.

Motion: That the Committee authorise the President to advertise for expressions of interest within the Club immediately; expressions of interest to close at close of business on Friday 11 June 2021.

Moved Margaret Kyburz; Seconded: Liz Van Der Hor; Passed unanimously.

John Hempenstall pointed out that the Committee was one member short after the resignation of West Savery and suggested appointing a new member. The Committee agreed to consider possible choices for a new committee member.

The President closed the meeting at 2.10pm.