



Canberra Bridge Club

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MINUTES Monday 17 January 2022, 1.30pm

Attendance: Margaret Kyburz, Liz Van Der Hor, Jennifer Yeats, Deb Milner, Ian Robinson (until during item 7), Anne Fleming, Michele Grant, Tim Mather, Patricia McDonald (from item 6), Mary Tough

Apologies: Christy Geromboux, John Hempenstall, Richard Hills

The Committee met via Skype.

Margaret asked if any Committee member present wished to declare a conflict of interest in relation to the items on the agenda. None were declared.

1. CONFIRMATION OF MINUTES OF 13 DECEMBER 2021

MOTION: That the minutes of 13 December 2021 be accepted as a true record of the meeting.

Moved: Mary Tough Seconded: Michele Grant CARRIED

2. BUSINESS ARISING

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

- Patricia McDonald has agreed to be the Club's second recorder, replacing Sue La Peyre. Deb will ask the managers to update the recorder details on the website.
- There were no responses to the notice in the newsletter seeking potential new teachers for classes and supervised play. Lesley Gunson intends to approach possibly suitable individuals.
- Tim is following up about a new sign for the front of the building. Tim will seek advice about the appropriate size and wording from the likely manufacturer of the sign.
- The Committee agreed that the planned abbreviated (four-week) beginners' course will cost \$49 (compared with \$69 for the six-week course) with no "early bird" discount.

3. PRESIDENT'S REPORT

Margaret summarised the action taken recently by the Club following advice that a player at a face-to-face session had tested positive for COVID. John Hempenstall assisted greatly.

Deb explained that the updated ACT Government's website says that if there is a COVID-positive case at a business, the business must undertake a risk assessment to determine if a special COVID clean is required, and this will depend on the level of exposure that others may have had.

4. MANAGERS' REPORT

The Committee noted the Managers' Report. Jennifer is following up with the managers about the issues with the cleaners. The cleaners are currently visiting twice a week given reduced numbers in the clubrooms. Deb outlined her conversation with Kerry about ensuring that RealBridge visitors are recorded as "Visitors" in Pianola, not "Member-Other". The Committee noted the new "Spotlight on Members" feature in the newsletter, also Jennifer's summary of table numbers in December 2021.

5. TREASURER'S REPORT

Jennifer tabled the Balance Sheet and Profit & Loss Statement as at 31 December 2021, also a Profit & Loss Statement for the month of December 2021. Excluding the ACT Government's COVID subsidy, the Club was running at a small profit at 31 December 2021. The Balance Sheet is healthy.

6. PAYMENTS FROM THE BARRY TURNER FUND TO ACT REPRESENTATIVES ON AUSTRALIAN BRIDGE TEAMS

Some ACT players are members of Australian teams competing at the 45th World Bridge Team Championships to be held in Italy from 27 March to 9 April 2022. Some Barry Turner Fund subsidies (\$500 each) were paid in early 2020 for this event which was rescheduled twice due to COVID. Changes have occurred to the composition of the Australian teams given the passage of time.

MOTION: That the Committee asks the Treasurer to reconcile the Barry Turner Fund financial arrangements for the 45th World Bridge Team Championships, including both repayments to occur and new payments to be made.

Moved: Ian Robinson

Seconded: Anne Fleming

CARRIED

7. SESSIONS, DIRECTORS AND DEALING ISSUES

CBC's Wednesday evening and Friday morning face-to-face sessions were suspended temporarily from early January due to the COVID situation. Table numbers are often reduced in January, and this year face-to-face numbers have also declined due to some players' COVID concerns.

Ian noted that the Club is currently offering five face-to-face sessions and eight RealBridge sessions each week. A total of 13 sessions per week is more than usual, but is feasible as directors are running a face-to-face game and RealBridge at the same time on three occasions. The mix of sessions will continue to be monitored.

Moving competition events from Monday evenings to Tuesday evenings will occur after the Gold Coast Congress. Ian will discuss restarting the Thursday morning Butler movement with Jodi Tutty.

Other issues

Beginners' lessons are due to commence in the Club on 2 and 4 February 2022. Liz will contact Lesley Gunson to discuss arrangements planned for Supervised Play.

Anne has spoken with Susie O'Leary and will provide a report to Liz and the Education Sub-Committee for consideration.

8. COVID UPDATE

Tim noted the lack of volunteers for the kitchen roster. A difficulty is that some potential helpers are not sure if/when they will be playing from week to week. A better approach would be for directors to ask for a volunteer at the start of each session. Margaret will follow up with Ian and clarify who will inform directors.

9. POSSIBLE UPGRADE OF MICROPHONE/SPEAKER SYSTEM IN BARRY TURNER ROOM

Jennifer understands that Kerry has arranged for the microphone to be tested and advice provided.

10. MARKETING "TO DO" LIST

Tim is following up about arrangements for CBC sponsors. Deb suggested the focus should be on re-establishing contact with existing sponsors before considering possible new sponsors.

Tim proposes the development of four promotional brochures. The Committee will review the draft brochures including proposed wording to determine if four brochures are warranted.

In relation to updating the CBC website, the Committee considered that a professional website developer/designer should be used. Committee oversight could be guided by Committee members with relevant expertise.

11. 2012 STRATEGIC PLAN

Tim had circulated to Committee members the CBC Strategic Plan developed in July 2012 by the then Committee. The Committee agreed in-principle to meet for a strategic planning workshop with a facilitator, probably on a Sunday or Saturday afternoon. Tim will contact Rowan Bergin to discuss the 2012 arrangements. Availability of a facilitator will determine possible dates for the workshop.

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

12.1 Membership and Promotion

12.2 Tournament and Calendar

12.3 Contract and Employment

12.4 House

12.5 Congress and Social

- All enjoyed the 100th birthday party for Len Dixon held at CBC on 19 December 2021.

12.6 Education

12.7 BFACT

12.8 Barry Turner Fund

12.9 COVID-19

- Deb is updating the Club's COVID Safety Plan and Checklist for Players given recent changes to ACT Government requirements. Once done, Deb will arrange an item in the newsletter, and update the COVID Safety Plan and Checklist for the beginners' lessons to be consistent with the general documents. The Committee agreed that:
 - the reasons why individuals should not be present at the clubrooms, as indicated in the Plan and Checklist, will include (amongst other things) that a person has been in contact with someone who has COVID and are at high or medium risk of developing COVID according to the ACT Government guidelines; and
 - if someone is diagnosed with COVID and was at the clubrooms from two days before their symptoms started or they tested positive (whichever came first), we ask they inform the managers who can assist with advising any social contacts who were at the clubrooms at the same time.

13. CORRESPONDENCE

The Committee discussed the email from a member about CO2 monitors. Deb outlined her research so far about the use of CO2 monitors.

Pacific Facilities Maintenance regularly services the clubrooms' heating, ventilation and air conditioning system and has emailed resources about COVID and improving ventilation. Deb will follow up with the managers.

14. OTHER BUSINESS

Mary asked about management of the Club's wine supply. Jennifer will follow up and report back.

15. NEXT MEETING

The Committee agreed that the proposed dates for Committee meetings in 2022, which were circulated before the meeting, are tentative dates subject to change. Three Committee members plan to be away on 4 July 2022.

The next Committee meeting will be held on Monday 14 February 2022 at 1.30pm. A decision about whether the meeting will be held in the clubrooms or on Skype will be made closer to the day of the meeting.

Meeting closed 4.35pm
