



Canberra Bridge Club Committee Meeting Meeting Minutes 12 December 2023, 5:00 PM

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1 MEETING OPEN AND ATTENDANCE

1.1 MEETING OPEN

Tim Mather opened the meeting at 5:00 PM.

1.2 ATTENDANCE

Tim Mather (President) (**until Item 10**), Mary Tough (Vice President), Jennifer Yeats (Treasurer), Liam Minogue (Secretary), David Wawn (Tournament Secretary) (**from Item 12**), Jenny Bergin, Barbara Bialowas, John Brockwell, Alison Russell-French, Bruce Chapman, Nicole Finn, Ian Robinson (**until Item 12.2**).

1.3 APOLOGIES

No apologies

2 ACTION ITEMS ARISING (OUTSTANDING)

None for this meeting.

3 INSURANCE RENEWAL

The building was recently revalued (for insurance purposes) to \$3.75 million, which has resulted in an increase in the building insurance premium.

MOTION: The Committee approves the expenditure of \$9,026 (inc. GST) for the insurance renewal.

Moved: Jennifer Yeats

Seconded: Tim Mather

CARRIED.

4 ADDITIONAL DISCOUNTED ENTRIES FOR THE SUMMER FESTIVAL OF BRIDGE

The ABF is providing additional discounted entries for the Summer Festival of Bridge held at the CBC. Details will be provided in the weekly CBC Newsletter.

5 REAL BRIDGE SESSIONS

Pending discussion with the Tournament Sub-Committee, at the next meeting.

6 PROPOSAL TO INTRODUCE MYABF

MyABF is software which works in a similar way to CBC Pay. This software will be less labour-intensive than CBC Pay and has less opportunity for human error, at a cost of 2.0% (of the cost of table monies) to the Club (not to the player).

The ABF itself has no access to the player financial details (e.g., credit card).

There will be a detailed and easy to understand process of transitioning to MyABF.

MOTION: The CBC Committee endorses the plan for the Club to transfer its member payment system from CBCPay to myABF, with the Tuesday competition night moving to myABF from 21/01/24 and other sessions following when the implementation group is confident of the success of the transfer.

Moved: Ian Robinson

Seconded: Jennifer Yeats

CARRIED.



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7 ROOF MAINTENANCE INSPECTION

A roof maintenance inspection is required but will be discussed further pending the CBC Refreshment Project as much of the feedback received may be considered “major repair work”.

8 MAINTENANCE OF THE CBC SOLAR SYSTEM AND POSSIBLE IMPROVEMENTS

MOTION: Stored Solar will be engaged for the testing of the CBC photovoltaic inverter (part of the solar panels), with a limit up to \$500. Included in this will be a review of the continued viability/ongoing need for the solar battery.

Moved: Ian Robinson

Seconded: Jennifer Yeats

CARRIED.

9 WORKING HOURS OF THE MANAGERS AND POSITION DESCRIPTIONS

The Committee will discuss/approve the draft position descriptions of the Managers out of session.

10 CLEANING

There is a concern that the club is not getting value for money when it comes to the current cost of \$385 per week for the cleaning of the Club.

1 Jennifer will seek alternate quotes for cleaning, as well as explore negotiations with the current cleaner.

Tim Mather left the meeting at 5:50 PM.

Mary Tough to chair.

11 REVIEW OF FEEDBACK FOR THE CBC REFRESHMENT

11.2 PRIMARY AREAS OF INTEREST FOR FY24

Based on extensive membership feedback, the following areas will be of focus:

- (a) air conditioning;
- (b) roof;
- (c) solar panels.

2 Each member of the Committee will email the Secretary with what should be a priority in addition to the three listed above.

The Committee will also purchase new mugs, as requested by the membership.

3 Jennifer will organise the purchase of twenty (20) new mugs for the Club.

12 EXPENDITURE APPROVAL FOR CBC RENOVATION CONCEPT PLANS

The Club has received three invoices for concept plans for the Club which were discussed at an in camera session and approved in the motions below.

MOTION: The Committee approves the expenditure of \$3,516 for Concept Plan Development to A.J. Kelly.

Moved: Alison Russell-French

Seconded: Jennifer Yeats

CARRIED.



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MOTION: The Committee approves the expenditure of \$4,950 for Concept Design to Mather Architecture.

Moved: Alison Russell-French **Seconded:** Jennifer Yeats

CARRIED.

MOTION: The Committee approves the expenditure of \$3,500 for Stage 1: Design Competition to Joshua Mulford Architects Pty Limited.

Moved: Alison Russell-French **Seconded:** Jennifer Yeats

CARRIED.

13 CORRESPONDENCE IN

13.2 GENDER NEUTRAL LANGUAGE IN THE DRESS CODE.

Rob Hurst and Sylvia Corby gave feedback regarding the use of gendered language in the CBC Dress Code.

The Dress Code is currently being reviewed by the Committee, with an updated version to be circulated in early 2024.

14 ACTION ITEMS SUMMARY

14.1 TABLE OF ACTION ITEMS (RIGHT CLICK AND UPDATE FIELD)

- 1 Jennifer will seek alternate quotes for cleaning, as well as explore negotiations with the current cleaner. 3
- 2 Each member of the Committee will email the Secretary with what should be a priority in addition to the three listed above. 3
- 3 Jennifer will organise the purchase of twenty (20) new mugs for the Club. 3

15 NEXT MEETING AND MEETING CLOSE

15.1 NEXT MEETING

The next meeting will be held on 23 January 2023 at the CBC premises.

15.2 MEETING CLOSE

Mary Tough closed the meeting at 7:06 PM.