



Canberra Bridge Club

President Tim Mather
Secretary Michele Grant
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Managers Kerry Butcher
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MINUTES – Tuesday, 18 July 2023, 5:00 pm

Attendance: Tim Mather, Mary Tough, Jennifer Yeats, Alison Russell-French, David Wawn, Margaret Kyburz, Nicole Finn, Anne Fleming, John Hempenstall

Apologies: Michele Grant, Bruce Chapman, Patricia McDonald, Francis Hills, Roger Brake

1. CBC WEBSITE

Chris Lokan was unable to attend the meeting but provided Tim with a brief update on progress to date with redevelopment of the CBC website.

2. DECLARATION OF COMMITTEE MEMBERS ACTUAL OR POTENTIAL CONFLICTS OF INTEREST

No conflicts of interest were declared.

3. CONFIRMATION OF MINUTES OF 13 JUNE 2023

MOTION: That the Minutes of 13 June 2023 be accepted as a true record of the meeting.

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

4. NOTING OF COMMITTEE'S AGREEMENT BY EMAIL (OUT OF SESSION)

MOTION: That the Committee agree that CBC contribute an additional \$4,000 towards the cost of publishing the history of bridge in the ACT and surrounding regions by John Brockwell and David Hoffman, with funding for the publication being drawn from the Dudley Donation.

Moved: Jennifer Yeats **Seconded:** Michele Grant **CARRIED**

Note - To be undertaken when funds are requested.

5. BUSINESS ARISING

The Committee discussed the status of action items from the previous meeting, including:

- **Heating** – Has been raised with the Managers. Difficulty with the time lock inhibiting 7.00am start on Mondays. Jennifer is following up with Kerry.
- **Valuation of the building** – In progress and to be completed before insurance is due in December.
- **Call for volunteer to assist with sponsorship matters** – No response to this to date.
- **Monday night bridge** – Refer to Item 8.
- **Garden expenditure** – Jennifer advised work is in progress and the wiring of the back brick wall for establishment of a creeper should start next Tuesday.
- **Manufacture of side tables** – 61 tables are missing, and Tim is approaching another carpenter for a quote on making 60 tables.
- **Nationwide Pairs** – Mary is to contact Rick Nehmy regarding initiating a reintroduction of Nationwide Pairs on Friday afternoon once a month.
- **Olive Lott Room** – Refer to the minutes on the President's Report (refer to Item 6 below).

6. PRESIDENT'S REPORT

The President's Report was noted.

Olive Lott Room

The Committee discussed the proposal from the President regarding redevelopment of the Olive Lott Room, redeveloping the downstairs kitchen, and the building of a social area to the west of the Olive Lott Room outside. Tim stressed the importance of encouraging greater social interaction between Club members and considered that a specific area for this was needed.

MOTION – The Committee supported the President's proposal that an opportunity for an area be made available for the Club members to socialize after bridge games. The Committee also supported the proposal for redevelopment of the Olive Lott Room as outlined by the President and that the kitchens should also be upgraded.

Moved: Jennifer Yeats

Seconded: Anne Fleming

CARRIED

It was agreed that a small committee be formed comprising the President, Vice-President and Treasurer to consider the proposals put forward, develop a budget (taking into account the possibility of securing an ACT Government grant for the works proposed), look at the requirements for a liquor license, and recommend appropriate action to the Committee to endorse.

7. TREASURER'S REPORT

Jennifer tabled the Balance Sheet as at 30 June 2023 and Profit and Loss Statements for the month and the 12 months ended 30 June 2023.

MOTION: That the Committee accept the Treasurer's Report.

Moved: Margaret Kyburz

Seconded: Alison Russell-French

CARRIED

Payment of Charitable Donation

Jennifer sought the Committee's agreement to make payment of the funds collected last FY for the Club's nominated charity.

MOTION: The Committee agreed to make a payment of \$1,590 to Radio 1RPH being the funds collected in the 2022 to 2023 FY as charitable donations.

Moved: Jennifer Yeats

Seconded: Margaret Kyburz

CARRIED

Wages Policy

Jennifer mentioned that a document had been written in 2019 recommending that payment to directors and teachers increase each year in line with the CPI, however, it appears this was never approved by the Committee. Noting that advice about payment of a CPI increase to employees had already been published in the Newsletter, the Committee agreed that this should now be formalised.

MOTION: The Committee agreed to pay an approximate CPI increase to employees for the next financial year.

Moved: Jennifer Yeats

Seconded: Margaret Kyburz

CARRIED

Table Numbers 2022-2023

The Committee noted the increase in table numbers in 2023 compared to 2022. Mary will take over future compiling of the table numbers.

Barry Turner Fund

The report for the Barry Turner Fund for the 2022 to 2023 financial year was presented. The Fund is continuing to maintain a balance investment approach. Jennifer noted that she would prefer to see the Fund invest in managed funds rather than direct shares. Advisors on the Fund are Ian Robinson, West Savery and Nikki Finn. Further advice on management of the Fund will be provided to the Committee.

8. MANAGERS' REPORT

The Committee noted the Managers' Report.

There was discussion about whether RealBridge should continue or not as the numbers have decreased but it was considered that the options of both RealBridge and face-to-face bridge should be offered to members. Monday night should retain RealBridge but not also run face-to-face sessions as numbers were not likely to warrant it.

David will discuss with John Donovan whether both face-to-face and RealBridge can be run on Saturday afternoons with John as Director. Continuation of Friday night bridge will be considered at a later date.

9. CBC DRAFT POLICIES

The Committee noted the policies that have been drafted by Alison on Work Health and Safety, Working with Vulnerable People, and Volunteer Management. It was agreed that the policies should go to the Managers for any comments they may have, and that the Committee formally consider the policies for endorsement at the August meeting.

The Committee also discussed the need for a policy on dealing machines. The issues relating to dealing machines concern their being borrowed and/or loaned out and the need to be aware of this for proper invoicing of those using them.

ACTION: The Committee agreed that a policy relating to dealing machines be drafted by Mary in consultation with Ian Robinson for consideration and endorsement at the August meeting.

10. DEALING BOARDS FOR ABF AND BFACT EVENTS

The report from Ian Robinson was noted.

11. SUB-COMMITTEE REPORTS

Education: The Committee considered the reports from Morag Lokan about the supervised program and the positive report on feedback from students. The Committee stated that she is doing a great job running the education program.

12. CORRESPONDENCE

BFACT InterClub Teams Congress

The Committee noted the email from Roger Brake reporting on the Congress hosted by CBC. Overall, the Congress was a success, but some issues emerged with Compscore that will need to be resolved. Roger is also preparing a report to BFACT on the Congress.

Meeting closed 6.35 pm