

Parramatta Bridge Club Inc.

Committee

Minutes 13 Sept 2022

MEETING: 4.30pm in person and by Zoom

- 1 ATTENDANCE:** Sandy Boyd, Shannon Queree, Ted Richards, Caimein Bowyer, Kathy Duke.

Invitation to Tournament Secretary, Margaret East for advice and consultation on Congress 2022.

1.1 APOLOGIES: Satha Arumanayagam, Annette Ashmore.

- 2. CONFIRMATION OF MINUTES OF PREVIOUS MEETING:**

NOTE: Minutes of previous meeting (19 July 2022) were approved and published online.

- 3. BUSINESS ARISING:**

Mtg	Description	Owner
2105.3	Update on process reviews	All Ongoing
2207.5	Masterpoints. In coordination with Peter Dun the process for handling masterpoints is to be documented to facilitate handover.	Sandy Boyd

- 4. CORRESPONDENCE**

- 4.1 IN:**

Date	Sender	Content	Action
Sept 2022	Bill Doman	1. Letter of complaint 2. Request for members Emergency contact list	President and Secretary will prepare replies in accordance with the committee decisions under item 5.5
Sept 2022	C & P Dun	3. Website	President and Secretary to prepare reply thanking Carlyn Dun and listing changes to management of the Club website under item 5.5.

OUT:

Date	Sender	Content	Action

5. REPORTS

Reports tabled

5.1 President

As a committee, we ask that everyone be understanding. Over the past 2 ½ years, we have not only dealt with Covid and the on again/off again rules and disruptions for face to face bridge, we have also managed the following:

- Implemented a new website (driven by Shannon Queree)
- Implemented RealBridge online (driven by Peter Dun)
- Implemented payment process for RealBridge (by Shannon Queree)
- Implemented the prepaid games card system (by Shannon Queree)
- Reintroduced face to face lessons (by Shannon Queree)

We all tend to forget how much time and effort goes into change. As a committee, we have tried to bring about changes as seamlessly as possible. I thank the Committee for their efforts and ask for your patience as we move forward.

Our F2F numbers are slowly rising. Saturday Sept 6 we had 6 full tables. We would love to see more members return to F2F. We are supplying tea and coffee again (BYO cup) and the coffee shop is open. Hope to see you soon!

Online bridge continues to attract more players than F2F. The biggest challenge for us as a club is how do we get people to return to F2F. Clubs around the country are suffering the same issue.

There are 4 Saturdays per year at Burnside that have been booked by another organisation. Parking sign at Burnside has been changed to a 1 hour limit. The Council rent the facility. The Council is following up with the owner. This may turn out to be an issue. See General Business.

We have 3 teams entered in the National Online Teams event. Our teams did well in the 1st round. Next round is in October. The ABF event has not been well attended.

5.2 Treasurer

See table below

5.3 Tournament Secretary

Margaret East is taking over the role of Tournament Secretary. Her priority will be the Congress.

5.4 Masterpoints

Masterpoints

- **Glen Chick** joined the club this year and has agreed to take over the Masterpoint Secretary role. We have changed to CompScore software which makes the updating of masterpoints to the ABF a much easier job.
- **Thanks to Bill Doman** for getting us up and running on CompScore.
- Process for managing multi-session Red point events still needs to be confirmed and documented.

Promotions report

Bland, Diana Chick, Glen Arumanayagam, Satha Mallik, Girija	Club
Geybi, Ahmad	Bronze State

5.5 Membership (including communications)

Note of any issues with members or sessions

- We have had computer issues on three F2F sessions in the last few weeks – 2 Wednesdays and 1 Saturday. Players were compensated where the sessions were not able to complete correctly.
- August 13 we did not have a booking and we failed to communicate this to director and players. There are 4 Saturdays per year when we do not have a booking. We need a plan going forward.

	<ul style="list-style-type: none"> During the reporting period multiple complaints were received from our members regarding a member of the committee/Director in relation to conduct and performance of duties on Wednesday night sessions, hall bookings and website (Refer to Correspondence). To ensure that the issues raised by club members are quickly resolved the committee has accepted that she will hand over all official club duties as soon as replacements have been found and understand she will not seek to renew Parramatta club membership in future. We hope this resolves the issues and that no further action will be required on the matters raised. All processes will be reviewed to ensure there is no repeat of these issues. No individual is responsible for any of the issues. It is the committee's responsibility to ensure processes are put in place to meet conditions and to ensure work is distributed appropriately.
New members	No new members but we have had 2 new players join us on Saturday and they have said they would like to play again.
Number of members	96 home members and 19 away members.
Website	Kathy Duke will take over the website totally from November onwards.
5.6 Education	
Training	<ul style="list-style-type: none"> Beginner Training sessions were held at Burnside Centre from Wed 20 July 2022. Five registrations received, however, 2 of those registered came down with covid. One of the players will start playing on Wed Sept 14 Welcome all class members. Future beginners lessons and refresher TBA.
Accreditation of directors	<ul style="list-style-type: none"> Shannon Queree has stepped down as a Director on Wednesday nights. Margaret East will take over this role.
Any attendance at CPD training or accreditation of teachers	<ul style="list-style-type: none"> None

Reports Motion: Moved Sandy, Seconded Caimein, Accepted.

6. GENERAL BUSINESS

6.1. 2022 Calendar

Red Point Events are planned on Real Bridge:

- Thursday Sept 15 at 7.15pm (Cancelled)
- Monday Sept 12 & Sept 19 RealBridge TEAMS
- Labour Day Monday Oct 3 at 7.15pm

6.2. Parramatta Congress Sunday 6 Nov 2022 on RealBridge

6.3. Christmas party

On Parramatta Calendar for Saturday 3 Dec 2022 will be held at Burnside Community Centre.

6.4. Burnside Saturdays – 4 days per year unavailable and parking change probably requires us to review options.

6.5. Changing responsibilities of Committee members

- Secretary to take over all duties for hall bookings except payments
- Website to be managed by Kathy Duke
- A deputy website manager to be sought from club members.
- Seek applications for new Treasurer as soon as possible
- Margaret East to direct Wednesday nights
- Look into alternate payment options for realbridge sessions
- Review all duty statements ready for next AGM

6.6. Public Holiday on Thursday 22 Sept 2022 in remembrance of Queen Elizabeth II. Decision to continue with the two scheduled sessions.

6.7. Previous trainees who could not attend F2F because of Covid to be contacted and advised that Wednesday night supervised sessions have resumed.

7. NEXT MEETING:

Tuesday 11 Oct 2022 4.30pm at Sandy's house.

8. Meeting closed 6.25pm

9. Minutes accepted : Moved Sandy; Seconded Ted.

Treasurers Report to 31 Aug 2022

INCOME								
2022	Sum of Table Money	Sum of Special Event Fees	Sum of Membership	Sum of Training	Sum of Operational	Sum of Bank Interest	Sum of Subtotal	
Jan	\$ 2,978.06	\$ -	\$ 2,070.00	\$ -	\$ -	\$ 1.13	\$ 5,049.19	
Feb	\$ 2,811.00	\$ -	\$ 360.00	\$ -	\$ -	\$ 1.03	\$ 3,172.03	
Mar	\$ 3,671.00	\$ -	\$ 820.00	\$ -	\$ -	\$ 1.13	\$ 4,492.13	
Apr	\$ 2,401.78	\$ -	\$ 340.00	\$ 6.00	\$ -	\$ 1.09	\$ 2,748.87	
May	\$ 2,671.00	\$ -	\$ 80.00	\$ -	\$ 1.00	\$ 0.49	\$ 2,752.49	
Jun	\$ 1,964.00	\$ -	\$ 50.00	\$ 100.00	\$ -	\$ 12.80	\$ 2,126.80	
Jul	\$ 2,121.88	\$ -	\$ -	\$ 150.00	\$ -	\$ 118.51	\$ 2,390.39	
Realbridge	\$ 1,215.88	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 1,215.88	
Table money	\$ 486.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 486.00	
Interest	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 118.51	\$ 118.51	
Lessons	\$ -	\$ -	\$ -	\$ 150.00	\$ -	\$ -	\$ 150.00	
prepaid cards	\$ 420.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 420.00	
Aug	\$ 2,121.00	\$ -	\$ -	\$ -	\$ -	\$ 6.00	\$ 2,127.00	
Realbridge	\$ 1,154.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 1,154.00	
Table money	\$ 757.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 757.00	
Interest	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 6.00	\$ 6.00	
prepaid cards	\$ 60.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 60.00	
real	\$ 150.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 150.00	
YTD Grand Total	\$ 20,739.72	\$ -	\$ 3,720.00	\$ 256.00	\$ 1.00	\$ 142.18	\$ 24,858.90	

PAYMENTS									
2022	Sum of Hall rental	Sum of Director Fees	Sum of Membership	Sum of Masterpoints	Sum of Operational	Sum of Training	Sum of Equipment	Sum of Special Events	Sum of Subtotal
Jan		\$ 1,120.00	\$ 1,105.00	\$ 254.28					\$ 2,479.28
Feb		\$ 1,360.00							\$ 1,360.00
Mar	\$ 2,057.11	\$ 1,280.00			\$ 114.00				\$ 3,451.11
Apr	\$ 361.00	\$ 1,680.00			\$ 90.00				\$ 2,131.00
Jun	\$ 481.46	\$ 720.00	\$ 1,720.07		\$ 316.00	\$ 61.98	\$ 120.00		\$ 3,419.51
May	\$ 1,693.88	\$ 640.00			\$ 9.00			\$ 5,000.00	\$ 7,342.88
Jul	\$ 178.60	\$ 720.00			\$ 660.00				\$ 1,558.60
aug	\$ 158.84	\$ 640.00		\$ 297.25	\$ 144.00				\$ 1,240.09
Directors fees		\$ 640.00							\$ 640.00
Masterpoints				\$ 297.25					\$ 297.25
Realbridge	\$ 158.84								\$ 158.84
wordpress					\$ 144.00				\$ 144.00
YTD Grand Total	\$ 4,930.89	\$ 8,160.00	\$ 2,825.07	\$ 551.53	\$ 1,333.00	\$ 61.98	\$ 120.00	\$ 5,000.00	\$ 22,982.47

JULY. 2022

Balance brought forward from previous month \$19,141.29
 Add Receipts \$ 2,390.39
\$21,531.68

Less Payments \$ 1,558.60
 Balance carried forward to next month \$19,973.08

AUGUST. 2022

Balance brought forward from previous month \$19,973.08
 Add Receipts \$ 2,127.00
\$22,100.08

Less Payments \$ 1,240.09
 Balance carried forward to next month \$20,859.99