

Parramatta Bridge Club Inc. Committee

Minutes 14 Feb 2023

MEETING: 4.30pm at Sandy's house and by Zoom. (Sydney time)

1.1 APOLOGIES: Annette Ashmore, Caimein Bowyer,

Previous meeting held on 17 Jan 2023 to be received and approved.

Moved: Margaret. Seconded: Shannon. AIF Carried.

Mtg	Description	Owner
2105.3	Update on process reviews to be discussed with Peter Dun	Sandy
2302.1	2023 special events calendar approved after discussion in detail	Note
2302.2	Duty statements for Committee and other responsible club positions well in progress of updating	Sandy
2302.3	Hall bookings for 23/24 lodges with Parramatta City Council to be followed up for confirmation	Ted
2302.4	Congress on 5 Nov 2023 to be F2F at Ermington Community Centre as held before Covid. Tentative hall booking to be confirmed with Parramatta City.	Ted

4.1 IN:

Date	Sender	Content	Action

4.2 OUT:

Date	Addressee	Content	Action

5.1 President

F2F sessions began on January 7th after a three week Christmas break. Online sessions continued throughout the break which many of us were thankful for. Thanks to Eric lam for directing over the holiday.

Australia day red point event was a great success. We had 7 1/2 tables. N/S winners were Margaret East and Lammie Barrett and E/W were Peter and Carlyn Dun. Thank you to all those who contributed to afternoon tea.

January was a hive activity with our membership renewal drive and finalising the Events Calendar which is available on the website.

Our focus is also on the upcoming AGM on March 11. If you are interested in joining the committee, please let us know. All positions are vacant effective March 11th.

5.2 Treasurer

See table below

5.3 Tournament Secretary

5.4 Masterpoints

Masterpoints	<ul style="list-style-type: none">• Process for posting masterpoints has been documented. Thank you Peter for all your work.• Glen Chick will be introduced to Master points procedures starting before the AGM				
Promotions report	<table><tr><td>Shanti Bala</td><td>Graduate</td></tr><tr><td>Caimein Bowyer</td><td>Club</td></tr></table>	Shanti Bala	Graduate	Caimein Bowyer	Club
Shanti Bala	Graduate				
Caimein Bowyer	Club				

5.5 Membership (including communications)

Note of any issues with members or sessions	We continued our membership drive in January. We are on track to meet our 2022 Home member numbers.
New members	Girija Mallik Sunita Patney
Number of members	95 home members and 20 away members.
Website	While Kathy is away in March, Shannon has agreed to look after the website. Updating our website homepage is to be instigated in due course.

5.6 Education

F2F Trainer	Caimein Bowyer has volunteered to conduct beginner training courses. Thank you Caimein!
Training	Beginners lessons will start on Feb 22nd

Accreditation of directors	Members are encouraged to consider becoming a director. Talk to Sandy or Margaret if you require information.
Any attendance at CPD training or accreditation of teachers	None

Motion: Moved. Margaret. Seconded. Shannon. AIF Carried.

- 6.1. Agenda for AGM and Minutes of last AGM to be placed on view at Burnside Hall.
- 6.2. Only small amount of letters arrive through Australia Post. Mostly from NSWBA. Decided that Clubs mail could be directed to Club Secretary home address.
The alternative of a post office box would cost about \$140PA.
- 6.3. Insurance for hall hire is covered NSWBA policy. Renewal is due in April 2023. Shannon provided the link. Copy of policy renewal to be sent to Parramatta City when available.
- 6.4. Computer data base has been updated by Bill Domain. Laptop is now operating with the new ABF Compt 3 software. Thanks Bill.
- 6.5. Our dealing machine is on its last legs. Replacement is unavoidable at a cost in the order of \$5000. Shannon will follow up with details from two or more suppliers. Warranty and local support are priorities.
- 6.6. GNOT is scheduled for 10 and 17 July. The services of an outside Director with gold point experienced is to be sought by Sandy. This is the only time that PBC has Gold Master Points available for members.
- 6.7. The new Committee will need to appoint the "Public Officer". Annual return must be lodged within one month of our AGM and annual registration fee paid of \$48.(amount to be confirmed at the time)

Meeting closed at 5.22pm

Treasurers Report – January 2023

INCOME									
2023	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	\$ 1,121.00	\$ 1,436.40	\$ 680.00	\$ -	\$ -	\$ 9.32	\$ 3,246.72		
Realbridge	\$ 510.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 510.00		
Table money	\$ 107.00	\$ 64.00	\$ -	\$ -	\$ -	\$ -	\$ 171.00		
Interest	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 9.32	\$ 9.32		
Membership/Realbridge	\$ 160.00	\$ 20.00	\$ 60.00	\$ -	\$ -	\$ -	\$ 240.00		
Prepaid card	\$ 60.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 60.00		
Table money/Membership	\$ 134.00	\$ -	\$ 140.00	\$ -	\$ -	\$ -	\$ 274.00		
(blank)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		
Membership	\$ 30.00	\$ -	\$ 360.00	\$ -	\$ -	\$ -	\$ 390.00		
Membership deal	\$ 120.00	\$ -	\$ 120.00	\$ -	\$ -	\$ -	\$ 240.00		
MyABF	\$ -	\$ 1,352.40	\$ -	\$ -	\$ -	\$ -	\$ 1,352.40		

PAYMENTS									
2023	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	\$ 1,275.66	\$ 1,800.00	\$ 980.00		\$ 1,266.00		\$ 1,062.50		\$ 6,384.16
Burnside - Feb	\$ 421.47								\$ 421.47
Director fees		\$ 1,800.00							\$ 1,800.00
Playing cards							\$ 1,062.50		\$ 1,062.50
2023 Affiliation fees			\$ 980.00						\$ 980.00
Realbridge Dec	\$ 141.36								\$ 141.36
Realbridge Nov	\$ 259.92								\$ 259.92
Burnside - Dec adj	\$ 102.87								\$ 102.87
Burnside - Jan	\$ 341.88								\$ 341.88
Web hosting					\$ 66.00				\$ 66.00
Honorarium					\$ 1,200.00				\$ 1,200.00
Dundas adj	\$ 8.16								\$ 8.16

Closing balances					Month activity			
Month	Year	Balance b/f	Suncorp Op	Suncorp Saver	Balance on Statements	Add Receipts	Less Payments	Balance c/f
Jan	2023	\$ 21,364.27	\$ 11,441.00	\$ 6,785.83	\$ 18,226.83	\$ 3,246.72	\$ 6,384.16	\$ 18,226.83

Bank reconciliation

JANUARY. 2022

Balance brought forward from previous month	\$ 21,364.27
Add Receipts	\$ 3,246.72
	<u>\$ 24,610.99</u>
Less Payments	\$ 6,384.16
Balance carried forward to next month	<u>\$ 18,226.83</u>