

**MINUTES OF MEETING OF THE MANAGEMENT COMMITTEE
WAVERLEY BRIDGE CLUB INC. HELD AT THE CLUB ROOMS
ELECTRA AVENUE, ASHWOOD ON**

Tuesday December 9, 2008 at 5.30 p.m.

PRESENT: I. Carling, D. Lavers, D. Jacobs, M. Elson, B. Campbell, P. Buchanan, J. Quirk, S. Battley, N. Beaumont
ALSO PRESENT: Martin Willcox, Trish Kersey
APOLOGIES: P. Schroor

MINUTES OF THE PREVIOUS MEETING

The minutes of the previous meeting held on November 11, 2008 were agreed by all present and signed by the President.

1. MATTERS ARISING FROM PREVIOUS MEETING

- 1.1 Action on barcodes is ongoing. Iris asked if we should purchase a system from outside. Martin said that he would try to work on the system over Christmas. It was agreed that it is urgently needed.
- 1.2 Preparation of an application for a Liquor Licence is almost complete. Mary Doug reported that he has attended a Responsible Serving of Alcohol and First Steps in Liquor Licencing Course and will act as the Nominee. More club members will attend RSA courses next year. A motion was proposed that Waverley Bridge Club indemnify members of the Committee in respect of the Liquor Licensing Laws unless gross negligence or criminal behaviour is involved.
Proposed: Doug Lavers
Seconded: Mary Elson
Passed unanimously
- 1.3 Sponsors have been found for some raffle prizes. Richard and Cay Kellaway donated 3 bottles of Scotch Whisky, but apart from that, members are not as yet donating. A suggestion was made to approach Travel Agents and Real Estate Agents.
- 1.4 The current Debenture issue has closed after \$120,200 was loaned. Peter Buchanan has set up Interest calculation and is now checking the applications. Peter
- 1.5 Nick reported that only 8 tables attended the Non-affiliated players' competition. He said that the support largely came from U3A groups and that it would probably be worth while to pursue these groups next year. Two players expressed interest in joining an affiliated club.
- 1.6 Committee members have volunteered to help at the Christmas parties to be run on December 15, 16 and 18.
- 1.7 It was decided not to pursue tax deductibility for donations. Diana said that we could suggest to members that they could consider donating the portion of the amount that would remain if tax were paid.

2. CORRESPONDENCE

Inwards: Nick Beaumont regarding reform of administration of bridge in Victoria taken to the ABF
VBA State Capitation invoice and report. GNRP invoice. Treasurer's report including State/Club budget analysis y/e August 31, 2008
Bill Jacobs requesting information from Clubs for inclusion the VBA newsletter.

Bridge teaching meeting VBA December 13
Monash Halls Management Committee – Ashwood Hall hire schedule for 2009
John Whiteside, Insurance documents

Outwards: Mike Reddy Planning Dept. City of Monash regarding permission from Council to use Ashwood Hall as licensed premises
Kasia Wolnik, Monash Halls, return of Hire schedule
Monash Halls Management regarding Public Liability Insurance
10 letters welcoming new members.
11 letters acknowledging issue of debentures.

3. **MATTERS ARISING FROM CORRESPONDENCE**

Nick said that the email regarding administration of bridge in Victoria was sent for information only. Doug said that he supports the FABCV view. Iris said it was a complex subject and discussion needed to be held over and, possibly, a sub-committee formed for formal discussions. Diana said that player numbers are down Australia wide as well as in Victoria and there was a need for improvements. Nick said that a proposed structure for a new body would be presented in 2009.

4. **REPORTS**

Attendance November 2008
Accounts November 2008

Treasurer's Report Dec 2008

We have just accepted an offer from QBE Insurance for business interruption insurance with some additional asset cover. Fortunately, the quote we received of \$1252 was substantially less than expected. The annual cover is \$250,000, the base contents cover \$20,000, burglary cover \$5000, with a \$250 excess. There was also a "money in transit" item of \$2500. Later on in 2009, we will have to increase the contents insurance as and when we start to acquire tables and chairs etc.

We have paid \$495,000 to the Council as final settlement for our License. The Committee will have heard that we have sold \$120,000 worth of Debentures, and have paused further sales for the time being. We have about \$28,000 remaining in the ING account, plus our normal operating amount in Westpac, and will receive back \$45,000 early in the New Year from the refund of the GST on the licence.

It may be worthwhile to set up a subcommittee to actually start some serious budgeting for our purchases next year.

We have been pursuing the acquisition of a Liquor License, and I have taken both courses. With the agreement of the Committee, I would like to propose a motion that "Waverley Bridge Club indemnifies members of the Committee in respect of the Liquor Licensing Laws unless gross negligence or criminal behaviour is involved". I have to declare an interest in that as the proposed nominee, I am the most vulnerable in this situation!

The Committee will be aware that we have been pursuing an interclub agreement with Ceres Calisthenics Club with respect to usage of the new hall. We have enclosed the latest copy of the proposed agreement with the agenda. If the Committee is satisfied with the contents, I

would like to propose a motion “Waverley Bridge Club will sign an interclub agreement with Ceres Calisthenics Club provided the final version is substantially as in its current draft form, with the concurrence of the President, Treasurer and Secretary.”

With respect to the year-to-date accounts, in the five months to end November we have made approximately \$25,000 compared with \$29,000 for the comparable period last year. Bearing in mind the increases in costs we have experienced, I regard this as a satisfactory performance. Certainly, in the New Year our rental costs will decrease to approximately half the current level, which should help the second half performance.

Doug Lavers

MANAGER’S REPORT DECEMBER 2008

The 2009 Handbook was sent to the Printer two weeks ago and was delivered on Monday 8th December. My thanks to Martin for his work on the timetable and member register, and George Skarbek for all his assistance.

Work on the Liquor Licence is progressing. I have just received a letter from Council agreeing that we are permitted to serve alcohol on the premises. Forms have to be completed by the Executive Committee and the application will hopefully be sent by the end of this week. I had intended to attend a Responsible Serving of Alcohol course last week, but time got the better of me. I shall try to fit in a course this week.

I have been able to get sponsorship from two local hotels and a raffle will be running all this week. I will be approaching more local businesses in the future. Tickets have had to be specially prepared to conform to legal requirements. Richard and Cay Kellaway generously donated 3 bottles of Scotch Whisky one of which is a prize in this raffle.

The Raffles Bank Account has been closed and the balance transferred to the main Cheque Account.

I want to thank Trish for all her assistance with Quickbooks during the year. She is an invaluable help.

Entries in the Debentures register are complete. Peter has set up Interest calculation and the Register has been given to him for checking.

I have started preparing a quite lengthy article on WBC to send to Bill Jacobs for inclusion in the VBA Newsletter.

Checking of next year’s booking dates has been completed. Unfortunately we are not allowed to stay open till 12.00 on December 31, 2009. There is a 10.30 curfew. Wouldn’t it be nice if we were celebrating in our new rooms?!

The Interclub Teams event was a success. Members enjoyed the two nights of play and Waverley triumphed. As is proper! I said in my last report that I would recommend rethinking the timing of the heats and possibly playing in the daytime. Quentin Van Abbe has said that

YVBC would not be in favour of this, and, having seen how well that we were ultimately able to fill the teams I can see no reason to change the current model. There has been no placing of Interclub Teams in the new Handbook, but I believe we should include this event in the calendar.

I have been buying in prizes and other supplies for the Christmas parties. Thanks to all the Committee for all your help during 2008, and my very best wishes for Christmas and the New Year. We look forward to an exciting busy year in 2009.

I shall be away for part of January and February– January 13 and 14 while I am in Brisbane, and January 27 to February 12 while I am overseas. We shall have to arrange for urgent work to be taken over. Iris has agreed to field calls for the Beginners' Lessons that start on February 13, and we will have to discuss handling of the table fees etc. and book-keeping. These items are probably the only jobs that will need to be kept up to date while I am away. Trish has agreed to do the supervision and may run Lesson 1 on February 13 if I think I shouldn't be doing it.

5. NEW MEMBERSHIP APPLICATIONS

Applications have been presented to the Committee and accepted for:
Ramen Bagchi

6. GENERAL BUSINESS

1. A letter sent to the ABF by Colin McMullen was given to the Committee by Martin Willcox. Discussion took place about this letter.
Reports were presented by Judy Bayliss, Jennifer Codognotto, Beryl Campbell, Mary Elson and Iris Carling.
A letter will be sent to Mr McMullen informing him that the Committee has been given the letter and will be in touch with him again.
2. Iris said that it was planned to run a book sale for Fundraising after the Christmas period. A sub-committee would need to be formed to discuss future plans.
3. A sub-committee will be formed to plan, discuss and cost furnishing needs for the new building. Ray Anderson and Trish Henderson will be invited to join the group which will comprise Doug Lavers, Peter Buchanan, Trish Kersey, Nicholas Beaumont and Martin Willcox.
4. Doug Lavers reported briefly on the Ceres/WBC Agreement. There will be no charge between groups for use of each other's rooms. The Agreement contains an arbitration clause. A motion to accept the Agreement will be held over for the next meeting. Several members of the Committee have not yet received copies.
5. Iris suggested that we advertise Supervised sessions in the local papers' 'What's On' section.

The meeting closed at 7.00 p.m.

The next meeting will be on Tuesday January 20th at 6.00 p.m.