

**MINUTES OF MEETING OF THE MANAGEMENT COMMITTEE
WAVERLEY BRIDGE CLUB INC. HELD AT THE CLUB ROOMS
ELECTRA AVENUE, ASHWOOD ON
Tuesday February 12, 2008, at 600 p.m.**

PRESENT: I. Carling, D. Lavers, M. Elson, B. Campbell, P. Schroor, D. Jacobs, P. Buchanan
S. Battley, N. Beaumont

APOLOGIES: J. Quirk

1. MINUTES OF THE PREVIOUS MEETING

The minutes of the previous meetings held on January 15th, 2008 were agreed by all present and signed by the President.

1. MATTERS ARISING FROM PREVIOUS MEETING

- 1.1 Mary reported that owing to the fact that Martin will not be available in mid-October, the planned holiday will not be able to take place this year.
- 1.2 Congress: Mary will check with Trish about volunteers to set up the hall. It has been decided to set up on Saturday morning, so duplicate will be played as normal on Friday March 7. Mary will also check with Angela about the need to request help from members with snack food. Mary
- Jenny Gray has offered to donate a bonsai olive tree as a raffle prize. Other prizes will be sheets of vouchers, or half sheets, a set of gardening equipment donated by Iris, and wine donated by Sue and Diana. Winners will be able to select a prize. Tickets will be \$1 each. Raffles will be held on Saturday and Sunday only. Each raffle can only run, legally, for an 8 hour period. Iris asked whether it would be possible to hold the book sale at the Congress. It was decided that there would not be sufficient room. A duplicate session would be held as usual on Monday morning March 10, in Hall 2. Mary will check with Martin as to who will direct. Trish Henderson will not be convening the 2009 Congress and a new convenor will need to be found.
- 1.3 Mary contacted Consumer Affairs to find out whether the Club can legally send AGM papers by email and was told that in order to do so, the Club Constitution would have to be changed. Further information is being mailed and Doug suggested that we could check with Gavin Wigginton.

2. CORRESPONDENCE

Inwards: June Mainland regarding table fee vouchers
Outwards: 6 letters welcoming new members
13 x application forms for beginner's lessons

3. MATTERS ARISING FROM CORRESPONDENCE

4. REPORTS

Reports were presented and accepted for:
Attendance January 2008
Accounts January 2008
Manager's report January 2008
Treasurer's report January 2008

MANAGER'S REPORT JANUARY 2008

Preparation for beginners' classes is well advanced, with 43 bookings. This number may change, with the possibility of more turning up, as some late enquiries have not been included. And of course there may be cancellations. The first class is February 12, with the Friday class beginning on February 15. I have asked Trish Kersey to assist with the card play section of the Tuesday class as there are more than 20 students.

I have been acquiring quotes for a new batch of bidding slips. John Morton, from Yarra Valley Bridge Club, has in the past taken care of most of our printing needs, but the printer he used has changed hands, and he has decided to retire. I was able to secure a most competitive price – 45 cents a 100 sheet pad (before GST), and have ordered 10,000 pads, some of which will be sold on to Migration Path and several other clubs. (The last time we ordered bidding slips – 3 or 4 years ago, the price was 52 cents a pad.)

The air conditioner has been repaired, and seems to now work very quietly.

Sale of table fee vouchers is steady and members are very happy with them. Around 320 sheets have been sold since mid October. As the process is about to be audited, we intend to speak to the auditor about making the process of accounting for surrendered vouchers less open to manipulation.

The bridge holiday we had been planning has had to be cancelled because Martin has to work elsewhere during mid-October, and I could not run it without him. The possibility remains to have a holiday next year and I shall look into it.

The new scoring system is having some teething problems, as you would expect, and work is continuing on it. Directors are finding scoring very labour intensive with every contract being entered as well as the score. This allows complete records for each pair of hands played and match points scored on every board to be on the internet.

Treasurer's Report January 2008

Following on from my comment in December about a Cash Flow Report, this was completed and has been forwarded to the appropriate authority.

Brian Lydon has requested some information in order to complete an audit check for the week surrounding the end of January. This will also include a review of the voucher issuing and control processes from inception and the last two bills from Migration Path. Mary Elson will be passing all the required information to him shortly.

Reviewing the balance sheet as at the end of January, the committee will note that we now have close to \$400,000 in liquid assets.

Using a report on profit and loss from July 1, 2007 through February 6 2008, we achieved a net income of approximately \$46,000 compared with the previous period last year of \$28,000. I understand that this does not include a bill for about \$4500 from Migration Path. Also, I suspect that there will be an element of prepayment following from the sale of vouchers.

Overall the figure is satisfactory, but as usual I reiterate that we will suffer a larger element of expense on rentals in particular from now on.

As previously stated, as soon as we have a firm agreement with Council about the new building, I intend to make a series of presentations to the membership in order to sell debentures for the project. Clearly, this will need to be placed in front of the Committee for approval of the subject matter before I proceed.

Doug Lavers

Doug said that he was beginning to prepare a series of presentations for members to advertise the offering of debentures and he will rehearse the presentation with the Committee before members are approached. The presentations will need to be held very close to signing of contracts, He hopes to sell \$150,000 in debentures, but says that \$100,000 would be sufficient.

5. NEW MEMBERSHIP APPLICATIONS

Applications have been presented to the Committee and accepted for:

Douglas Walter, Rosalie Walter, Dan Phelan, Lidia Kunc, Leszek Kunc, Colleen Pringle, Betty Bibo, Christina Macquarrie, Winsome Macallan, Susi Wardrop, Sidney Vaughan and Barbara Wilding

6. GENERAL BUSINESS

1. Peter Buchanan reported that properties have been earmarked by Council for sale to provide the extra \$1.3 million for the new building. We are now waiting for architects to produce new drawings after which meetings will be held to further plans.
2. Mary reported that she had mis-quoted the amount charged by Migration Path for dealing of boards. The new price is now \$6.50 per

set

3. Beryl said that day time kitchen rosters are doing well, but that because Thursday morning is growing, a roster will have to be prepared for Hall 2. Night time rosters are still a problem, and it was suggested that a pair could be chosen at random from week to week. Players have said that it is difficult to plan ahead to be at the Club on a particular night.
4. Paula said that the Saturday roster, while being very handy in preventing having a half table did not seem to be really necessary. Iris suggested that we finish the current list, and then decide whether to continue or not.
5. Owing to crowding of the clubrooms during the new graded pairs event, it will be necessary to run the event on a different day next year. Mary has asked Monash Halls for more chairs, but because Maryse is on holidays at the moment is not expecting to be successful.
6. Diana asked whether table fees should be raised. Doug replied that good will in the Club was high and needed to be maintained, and that financially we did not need to raise table fees at the moment.
7. It was decided to produce a separate slip for players to fill in for Red Point events, giving the Red Point charge. Mary
8. The Match and Tournament Committee will in future arrange engraving of trophies.
9. The WBC heat of the new Grand National Restricted Pairs will need to be held before the State play-off. Mary checked and found that the State Final is on November 23.
10. Martin will be asked whether the personal electronic scorers will be widely used to speed up the scoring process. As there are limited quantities of units possibly only one section of events could use the scorers.

The meeting closed at 7.05

The next meeting will be on Tuesday March 18 at 6.00 p.m.