

**MINUTES OF MEETING OF THE MANAGEMENT COMMITTEE  
WAVERLEY BRIDGE CLUB INC.  
HELD AT THE CLUBROOMS, 21A ELECTRA AVE ASHWOOD**

**Tuesday October 6<sup>th</sup> 2009 at 5.00 p.m.**

**PRESENT:** Iris Carling, Doug Lavers, Mary Elson, Nick Beaumont Diana Jacobs  
Peter Buchanan, Trish Kersey, Sue Battley, Joan Quirk

**APOLOGIES:** Martin Willcox

**MINUTES OF THE PREVIOUS MEETING**

Minutes of the meetings held on September 3, 2009 were agreed by the Committee and signed by the President.

**1. MATTERS ARISING FROM PREVIOUS MEETING**

1. Iris reported that a tour of the new building was made on Friday September 4 with herself, Ray Anderson and Doug Lavers. Work is well advanced and the rooms are spacious. The only problem found with the building is the fact that the administrator's office lacks natural light. Mary asked whether it would be possible to install a skylight. Doug said that once the club is occupying the building decisions like this could be made.  
Later in the meeting Mary asked whether news as to the date of occupation had been updated at the end of September as suggested, but no further information was available.
2. An email from Miles Davine was received saying that the second stainless steel chair shown to the Committee and approved by the majority of Committee members who attended the meeting would be manufactured. Dimensions given for the table were not correct and Doug will speak to Rohan Waldie on Wednesday. Doug will also speak to Miles about the proposed installation of screens.
3. Iris reported that following a second legal opinion it was decided not to proceed with the proposed appeal to the Supreme Court in the matter of Colin McMullen. The Committee considers the matter to be closed.

**2. CORRESPONDENCE**

**Inwards:** VBA State/Club split May and July 2009 held over from last meeting  
Various emails regarding new building.

**Outwards:**

**3. MATTERS ARISING FROM CORRESPONDENCE**

VBA State/Club split May and July 09 - Nick said that it was unclear what proportion of expenditure was for State/Club administration, and that no mention was made of rent paid by the VBA for State events. He also wondered why there was no report for June.

4.

**REPORTS**

Attendance September 2009

Accounts September 2009

**TREASURERS REPORT** October 2009

Copies of the latest accounts are attached to the meeting papers. These may be amended as reconciliation to the bank account is not quite complete.

The quarterly profit was about \$16,000. Over the next quarter, moving into the new building and other expenses will be significant, and it is very possible that the next quarter will not look anywhere near as good. In particular, we will be purchasing large TV monitor screens and new tablecloths. I would request the Committee to provide the President, Secretary and myself authority to go ahead with these purchases when appropriate. From memory, the screens in particular will be of the order of \$1500 each and we will need five of them. The builders will require the latter towards the end of November.

So far, it would appear that no additional monies will be required for tables, chairs and side tables.

Doug Lavers  
Treasurer

**MANAGER'S REPORT OCTOBER 2009**

Progress towards moving into the new premises continues. Several meetings have been held with the architect over the past 3 or 4 weeks to discuss the furniture and we are still awaiting a decision from Council. Trish Henderson is currently in contact with Rowan Waldie about this matter and we hope that furniture will be ready by the time we occupy the new building.

Preparations are well under way for the AGM to be held on October 26<sup>th</sup>. Papers not personally collected by Friday October 2 have been posted. Nomination forms for Committee positions are on the notice board and we hope that members will be interested in serving the club in this way.

We have been told we can hold a congress on December 12 and 13, and this will go ahead if we have taken possession in time. Trish Henderson has agreed to be the convenor. If we are not in the new rooms until close to Christmas we will be holding a series of small celebratory events leading up to New Year. I would like to suggest that we should also have a New Year's Eve party which I think should be catered.

Following independent legal advice, I have been in touch with the solicitors at Russell Kennedy and told them that the Club has decided not to appeal the Magistrates Court decision in the recent legal proceedings.

Promotional material is being sent to Clubs to advertise a heat of the Grand National Restricted Pairs that WBC is holding on October 23 and 30.

Mary Elson

Following tabling of this report Iris said that it would be necessary to check with the other groups using the building that there would not be a clash with other users of the building who may be planning events for the weekend of December 12 and 13.

Iris

The Committee then discussed the possibility of holding a New Years Eve party and it was decided to conduct a poll of members to see whether sufficient numbers would be interested in an evening event, or whether a daytime party on December 31 would be more appropriate.

Peter questioned the wisdom of requesting an extension of the hours of usage so close to the Club taking occupation. Mary will look into possible catering choices if it is decided to go ahead. Mary

## 5. NEW MEMBERSHIP APPLICATIONS

Membership applications have been received and approved for :  
Avril Lowry, Louis Lamande, Ling Zheng, Debra Rankin, Jennifer Todd and Ernst Espenberger

## 6. GENERAL

1. Iris reported that preparations for the AGM to be held on Monday October 26 are well advanced. Nominations for Committee positions are open, and Nick informed that Committee that after years of service he has decided not to nominate for 2010. This means that currently there are 3 vacancies as Diana Jacobs and Trish Kersey also are not standing, and we hope for strong replacements for these three valuable Committee members.
2. Iris attended a preparatory House Committee meeting on September 25 and submitted the following report.

### HOUSE COMMITTEE REPORT

There was a meeting on Friday 25<sup>th</sup> September 2009 at the Council Chambers. The meeting was called by Miles Davine and attended by representatives of WBC (Iris Carling) Ceres (Bob Rowlett) and the (Jim) Croquet Club.

The meeting was called to explain the 'legal implications' of forming a House Committee.

It was explained that there were 3 types of House Committees available

1. Elected Member of each organisation and one person from the Council to form an Electra Centre Community House Committee. (this is the simplest)
2. House Committee set up as incorporated body with all the Rules etc. attached – much more complicated with AGMs, audited accounts etc.
3. Control on the use of the building to be handled by the likes of 'Monash Halls Management Committee' whereby we would be subject to their rulings etc.

The proposed set up for the building is briefly as follows. There will only be one bill for each utility (electric/gas/telephone) for the whole building, each club will have its own area metered so usage can be easily identified for club rooms etc. However the common area will have one meter and this will have to be split up into percentage as per use, i.e. if WBC proposes to use their rooms 7 days a week and say 5 nights a week and Ceres and the Croquet Club considerably less, then the cost of these services will reflect usage. There is also a question of cleaning of the common area – this will also have to be equally divided according to usage. There will also be some small purchases, i.e. toilet rolls, soap etc.

The preference is for a simple House Committee to be set up with one elected person from each club plus one member from the Council. The House Committee will need to have its own bank account and ability to write cheques (two signatures required) – this has to happen to pay bills for utilities etc. There has been a suggestion that WBC (as clearly the heaviest user of the premises) adopts this – I have made no comment. I understand it would not be difficult to open separate bank account (the way we use to have one for the Congress) and handle within our books!

On the question of being covered for Public Liability etc. If we were to adopt the above suggested course then we would need to have WBC involvement on the House Committee mentioned on our general cover (ABF) – the way we currently have Monash Halls mentioned. It was suggested it would be better to have ‘House Committee Representative’ (general) rather than individual, too complicated with changes of individuals etc.

It was also suggested that a formal resolution be made at Committee Meeting appointing representative to the House Committee.

It is anticipated that this committee will meet around 4 times a year once initial settling in period is over.

Iris Carling

3. The committee discussed whether or not to discontinue the Tuesday lunch break. When a poll was taken of players, 46 voted to discontinue the break and 25 to continue. WBC places much emphasis on the fact that we are a friendly, social club as well as a great place to play strong competitive bridge and after a vigorous debate a vote was taken and a majority of the Committee voted to continue the break for the time being. The matter will be revisited when we are in the new building.
4. Discussion was held about the regular program for 2010. It was decided to run a duplicate session Monday to Friday morning and evening and Saturday afternoon. Wednesday afternoons would be used for Workshops and the Friday evening beginner’s lessons moved to Wednesday evening. Members will be canvassed about their opinion of a new supervised session that could be held on Tuesday or Wednesday evening, or Tuesday afternoon. If it is held on Tuesday afternoon or Wednesday evening, Trish would run these sessions while beginner’s classes are being run. There will be occasional green point events run on Sundays. Members would be encouraged to play rubber bridge or Chicago in the clubrooms in the afternoons. Trish expressed concern about being in the Dealing Room alone in the new building, and Mary said that she planned to spend every afternoon in the clubrooms, so there would nearly always be someone on the premises.
5. Mary reported that an audit of the voucher scheme had been completed and the auditor is satisfied. A regular monthly reconciliation of numbers sold and monies banked would be conducted.

The meeting closed at 7.00 p.m.

The next meeting will be on Tuesday November 24 at 6.00 p.m.