

**MINUTES OF MEETING OF THE MANAGEMENT COMMITTEE
WAVERLEY BRIDGE CLUB INC. HELD AT THE CLUB ROOMS
ELECTRA AVENUE, ASHWOOD ON
Friday October 19th , 2007, at 600 p.m.**

PRESENT: I. Carling, D. Lavers, M. Elson, Nick Beaumont, T. Kersey

APOLOGIES: Leone Szabo, Jill Bell, Peter Buchanan, Meg Waterworth, Beryl Campbell

1. MINUTES OF THE PREVIOUS MEETING

The minutes of the previous meetings held on September 14th, 2007 were agreed by all present and signed by the President.

1. MATTERS ARISING FROM PREVIOUS MEETING

- 1.1 Trish Kersey left the meeting while increased payment for dealing was discussed. It was decided that the amount per set should be raised to \$5.50. Mary Martin will be asked to provide a summary of the services he provides and his charges to update information on our ongoing contract with Migration Path.
- 1.2 The Westpac Congress Account was closed and funds transferred to the main Westpac Cheque Account.
- 1.3 Mary reported that promotion of the 2008 Congress has begun
- 1.4 Mary reported that voucher sale began on October 15. To October 19, 54 sheets have been sold.

2. CORRESPONDENCE

Inwards: Monash Halls Management Committee rental for 2008

FABCV report – Nick Beaumont

Margaret Borger resignation from Club with thanks

Outwards:

5 letters welcoming new members

43 letters to Victorian affiliated clubs regarding Congress 2008

VBA newsletter regarding Congress 2008

Application to Future Bridge Fund

Advertising copy to Waverley Leader

Letter to Peter Costello regarding request for grant

Monash Halls regarding extra bookngs

Letter to Monash Halls requesting clarification of rental charges

Card to Margaret Borger

3. MATTERS ARISING FROM CORRESPONDENCE

Nick reported that the VBA will be requested to allow direct participation by members of affiliated clubs on the VBA Committee. Affiliated Clubs need to be encouraged to become involved.

4. REPORTS

Reports were presented and accepted for:

Attendance September 2007

Accounts September 2007

Manager's report September 2007

Treasurer's report September 2007

MANAGER'S REPORT, OCTOBER, 2007

The mailout for the AGM was prepared. As 3 special resolutions were presented, mail was posted on October 8. Mail was left for collection in the club for only 1 week because of the need to post 3 weeks ahead of the meeting, and 309 letters were posted.

A locked box has been provided for return of proxies. Michael Petrie and Brian Lydon have agreed to count proxies prior to the meeting.

Advertising has begun for the 2008 Congress. Material has been placed on notice boards in the Club and left on tables. An article will appear in the next Waverley Bridge Club newsletter. A mailout has been completed for all Victorian Affiliated Clubs and a request has been made to the VBA to include a notice in their next newsletter.

Annual subscriptions are nearly complete. The occasional one is still arriving. Currently we have 656 financial members, with 14 more applications this month.

Hall bookings for next year were arranged. It is anticipated that rental next year will be approximately \$49,000.

Work has started on a procedures manual for the Manager's position. It will take a while.

Vouchers for sale have been prepared, and sales began on October 15. 54 sales have been made to October 19.

Treasurer's report Oct 2007

I have talked to Ian Swan at Monash City Council about rent for next year.

He told me that he had spoken to the Halls Management Committee, and they seemed amenable to some sort of rent adjustment bearing in mind the delay [hopefully] to the building project. His advice was that we hold off until project timelines had been established and then discuss this further.

He did not seem overly pessimistic, and the conversation was cheerful and friendly.

The quarterly accounts to end September show a profit of just over \$24,000. This is about \$5,000 ahead of the 2006 comparative, but the Director expenses also fell by about \$5,000. I would presume that this is merely a timing difference. We should continue to bear in mind that from 1st January 2008 rental will rise to about \$43,000 from \$34,000, and it is our underlying profitability excluding the ING interest which I will be following closely.

I understand from Mary Elson that the Congress Account has now been shut and the balance transferred to the main operating account. Our liquid funds now total just over \$380,000.

Brian Lydon ran an audit check over a week from September, and reported that everything reconciled almost perfectly and very easily with our new procedures.

Doug Lavers

5. NEW MEMBERSHIP APPLICATIONS

Applications have been presented to the Committee and accepted for:

Valerie Turner, Ann Cullen, Ann Murray, Margaret McConvill, Vivienne Newton-Brown, Margaret Griffiths, Max Williams, Ivan Glynn, Margaret Stebbing, Alison Rogers, Sue Cas, Tesse Cotter, Pamela McKenzie and Pamela Norton

6. GENERAL BUSINESS

1. AGM preparation and special resolutions

Mary

It was noted that voting on the proposed constitutional changes has to be carried out using the wording as given in the official notice. Members will be invited to speak to the motions if they wish. All three motions will be discussed before individual voting on each motion.

A member list will be provided to Brian Lydon and Michael Petrie and members returning proxies will be marked off the list. As each member arrives for the AGM on October 19 they will be asked to mark their names off the list. This will ensure that members will only have one vote.

Nick mentioned the importance of assuring that debate is carried on objectively and without creating conflict in the Club.

2. There was no new building report this month

3. Problems are being encountered with running the kitchen. Particularly in the evenings one or two members are being left to clean the kitchen. It was decided to begin evening kitchen duty rosters on Tuesday, Thursday and Friday evenings and to encourage members to volunteer. A notice will be placed in the newsletter Mary
4. It was decided to cease giving vouchers for kitchen duty from January 1. A notice will be placed in the newsletter. The kitchen in Hall 2 will be closed on Thursdays. Mary
5. Mary asked for volunteers for help on Cup Day. Iris said that she and David would help. Mary asked for suggestions for prize giving, and Iris suggested linking prizes to wearing of name tags. Mary
6. Mary said that she would like to begin investigating the possibility of running a Bridge holiday some time next year. It was agreed that she should do so. Mary
7. Iris asked about preparation of next year's diary. Mary reported that she has one quote from Fishprint and will be getting another from Mentor Press. Nick reported that work has begun on the program and information will be available shortly. Mary/Nick
8. Nick reported that WBC has acquired 4 extra red point sessions for 2008. Iris asked whether Cup Day could be made a Red Point day. A suggestion was made that the Red Point events should be moved from Monday to Tuesday or Thursday to lessen the crowding. It was pointed out that our only director qualified to run Red Point events is Martin, and he may not be able to run Tuesday sessions which are run by Judy Bayliss. An extra Red Point event on Thursday will be investigated. Mary said that Martin is arranging to run a restricted Red Point event next year.
9. Nick suggested that a welcome could be given to visitors to the Club. Iris said that she could ask whether any visitors were in attendance on Monday mornings. On less busy days it would be possible for the director to take note of visitors and give them a welcome.

The meeting closed at 7.10.

The next meeting will be on Tuesday November 27 at 6.00 p.m.