

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

**Tuesday September 13, 2011  
At 5.00 pm**

**PRESENT:** Peter Buchanan, Doug Lavers, Mary Elson, Rob Quirk, John Kent  
Joan Quirk

Trish Henderson was invited to attend to discuss the upcoming Congress.

**APOLOGIES:** Denise Rozner, Paula Schroor

**MINUTES OF THE PREVIOUS MEETING**

Minutes of the meetings held on August 9, 2011 were agreed by the Committee and signed by the President, Peter Buchanan.

Moved: Doug Lavers

Seconded: Doug Lavers

Accepted unanimously

**1. MATTERS ARISING FROM PREVIOUS MEETING**

1. Trish confirmed that she is able to convene the 2011 Congress. She spoke about table fees to make sure that they would be collected on the day from the players' tables. It was agreed not to mention the availability of credit card facilities on the entry form as it is preferable to collect cash and cheques but credit card facilities would be available to players who requested them.

Trish suggested that the Congress not include lunch this year, in an effort to bring down costs.

A vote was held, and the suggestion was carried with one dissension. Table fees for the events would be \$70 a pair for the Swiss Pairs, \$140 a team for the Swiss Teams and \$60 a pair for the Match Point Pairs.

It was agreed to once again seek volunteers to help with kitchen duties and the provision of snacks during the events.

2. Regular banking is now being done with Bendigo Bank. An application is in for an Eftpos facility and once it is installed the club will cancel the Westpac Eftpos facility.
3. Work on honour boards is on-going.
4. Signatories for the Building Accumulation Fund arrangement with Patterons is almost complete. Forms will be returned Patterons after certification of one more signatory by the auditor.
5. Bidding boxes are in use in Room 1, and while there is some difficulty with them at the moment, it was agreed that it is important to allow time for players to get used to them before offering any alternatives. It was decided to move the side tables to the same side as the bidding boxes to leave more room for the East West players to get in and out.

6. Rob reported that proposed changes to the Constitution have been approved at the meeting held on August 23.  
A motion was proposed that the Committee agree to adopt the draft Rules of Incorporation dated September 2011 for submission to the forthcoming AGM.  
Proposed: Rob Quirk  
Seconded: Doug Lavers  
Agreed unanimously.
7. Collection of subscriptions complete. 89 members did not resubscribe – slightly under 10% of the membership – a figure in keeping with previous years. A questionnaire will now be sent to these 89 ex-members asking for their comments about the Club and their decision not to resubscribe. Currently there are 819 financial members, with 13 more applications this month.
8. It was decided to cancel the Friday night session from the end of September. The possibility of starting a Thursday evening Green section would be examined.
9. Interest in joining an electricity purchasing group was not great, with only slightly over 140 names being given so far.

## 2. CORRESPONDENCE

### **Inwards:**

Email lists for VBA  
Iris Carling – kitchen duty  
ABF request for promotional material  
Various emails regarding solar installation  
Graham Davies regarding bidding boxes

### **Outwards:**

Elizabeth Stillwell regarding comments about proposed changes to Constitution.

## 3. MATTERS ARISING FROM CORRESPONDENCE

It was decided to place an invitation to members to give their email addresses in the next newsletter.

A discussion was held about Iris's suggestions for kitchen duty, and while it was decided that the club could not ask members for money it would give Laura pay for extra hours needed to keep the kitchen in order on the days that she is here and there is no-one rostered.

Mary will send promotional material to the ABF

Doug said that he is in discussions with Council staff about the solar installation. It is most important to finalize acceptance of the solar system with AGL before the end of September because of the coming changes to the feed-in tariff from the beginning of October.

#### 4.

### REPORTS

Attendance August 2011

John said that there had been around a 4% increase in numbers overall, but that some sessions were doing very badly.

Accounts August 2011

### Treasurers Report Sept 2011

#### Accounts

As of end August we have about \$30,000 in our combined Westpac, Bendigo and ING accounts.

As usual, the figures for the two months to end August contain a significant number of large one-off items, which make year-on-year comparisons difficult.

- The figure for \$3,300 for Donations is all Bendigo Bank.
- The figure for \$27,753 in Sales Other reflects the transfer of prepaid voucher sales from last year to this year, for accounting standards reasons.
- The figure of \$3,603 in cleaning largely reflects monies paid to the House Committee to meet a large accumulated cleaning bill.
- In printing and stationery the \$4,258 figure is due to the purchase of five years' supply of travellers.

Stripping out the approximately \$28,000 of prepaid vouchers gives a financial year on year to date comparison of \$5,720 compared with \$5,578 for last year.

We will still have to wait for several more months before a reliable trend of profitability emerges compared with last year.

Apart from this, we will be setting up a Bendigo Bank EFPOS to replace the Westpac equivalent. At some stage in the next quarter we will be closing the Westpac account once we are satisfied that all necessary actions have been complete. Unfortunately, there is a \$500 cancellation fee for the Westpac EFPOS, but we will simply have to wear this and consider it an expense against the Bendigo Bank donation.

#### Solar panels

At the moment, we are awaiting the replacement of a faulty inverter unit on the roof with a fresh version. As it is also imperative that we have a means of telling how our power supply is working, we have agreed with Rezeko to take on board some trial hardware and software which will link in with our computers. We will pay the installation

cost of about \$230, and they will provide the hardware which I gather is quite expensive. In return, we have agreed to allow them to monitor the system and use it for outside publicity.

At the same time, I have requested that Rezeko and the Council talk to each other with respect to arranging the transfer of the power supply from the Council's name to ourselves. A minor complication is that with help from George Skarbek we have been monitoring actual physical power consumption across the various meters, with confusing results. The resulting spreadsheet has been sent to Council for consideration.

Overall, it is imperative that before the end of the month, the appropriate connections, equipment and paperwork have been completed to ensure that we receive the \$.68 per kilowatt hour feed in tariff. The State offer expires at the end of September.

### **Building Accumulation Fund**

We are in the process of completing account opening forms for Patersons Securities.

Doug Lavers  
Treasurer

### MANAGERS REPORT SEPTEMBER 2011

Annual subscription collection is complete with 90 not resubscribing. I shall be sending a questionnaire to all these people. The number means that a tiny fraction under 10 % failed to resubscribe, a figure very much in keeping with previous years. We currently have 819 financial members, with 13 applications in the past month.

I have been getting on with the process of transferring our bank account to Bendigo Bank and once we have our Merchant Facility installed shall complete the transfer and the Westpac account will then be closed.

Preparations have begun for the AGM. I am editing the email contact lists to take off non-financial members – and shall keep them on a separate contact list so that we can continue to send them other promotional mail. This is a fiddly job but one that I consider to be necessary. Unfortunately I realize that this did not occur last year when I was on holidays, and shall have to have a comb through the lists to see what others I can find.

I have been getting quotes for congress catering. Chinese proved to be too hard; spit roasts seemed possible but still largely quite expensive, and I suggest that we have the usual Indian on Saturday, a

smorgasbord of cold meats and salads on Sunday and Subway on Monday. The smorgasbord will be provided by the butcher who made the soup for the Mid Winter party. I have been speaking to him about a discount if we run some advertising for him and I am sure it will be possible to arrange this. Full price would be around \$10 a head, but I have offered him some advertising in the newsletter and he will cater for \$8.95 a head.

The Indian caterer we have been using has retired, but has agreed to do this one event for us.

I shall be requesting volunteer help for the congress from the beginning of October, and shall use the same sign-up sheet that we used last year.

Advertising for the next lesson course starting in October has begun and there has been a small sign-up so far. The local paper failed to run the piece for 2 weeks in a row, despite my requests. I hope that there is enough time to make a difference.

I shall probably be having surgery mid-way through November so shall hopefully be able to conclude most of the year's jobs before I disappear.

Mary Elson  
12<sup>th</sup> September 2011

## **5. NEW MEMBERSHIP APPLICATIONS**

Applications were received from:

Peter Preston, Yvonne Preston, Erica Austen, Jan Vigus, Diane Motton, Marie Pernat, Michelle Behrens, Wendy Saleeba, David Saleeba, Rosie Derrick, Doug Oldfield, Ross McDowall and Judith Crafti.

All applications were approved.

## **6. GENERAL**

1. The Committee was advised that early in the evening session of Tuesday 6<sup>th</sup> September, two members became verbally abusive after the Director made a ruling against them and they walked out thereby disrupting the remainder of the session and inconveniencing their fellow players. The Committee regarded their behaviour as totally unacceptable and unbecoming of members of our club. Further the Committee resolved that both members should be suspended from playing again at the club until they formally apologised for their actions. A letter would be written to both players asking for their apology to fellow players, and saying that further action could be taken if no reply was received within two weeks. Mary

- 2 Preparations for the AGM have begun with reports being received. Mary and Laura will get papers ready before September 19 for collection in the clubrooms, and will email papers to all members who have provided the club with an email address. Mary
- 3 John said that it is desirable to add an acknowledgement of authorship to articles written for the newsletter. Mary said that all technical articles were written by her, and asked if a mention of this should be made at the end of the newsletter. It was decided that this was not necessary.
- 4 Mary said that the Friday morning supervised was becoming too big and requested that she should start another session, on a Wednesday afternoon. It was agreed that she could do so.
- 5 It was decided to request Martin to finalize masterpointing for the February Graded Pairs.
- 6 Enquiries will be made into the purchase of a defibrillator with a request for information on the liability of the Club should we purchase one.
- 7 Overall power usage in the clubrooms will be monitored.
- 8 A painting has been offered by Sue Cook to be used as a raffle prize. The committee decided that this was a difficult item to be used as a prize and will decline the offer with thanks.
- 9 A request was received from Ray Anderson that we consider posting the calendar on the website. It was decided to do so.

The meeting ended at 7.00

The next meeting will be the AGM held on Monday 24<sup>th</sup> October 2011 at 9.30 am,