

Bunbury Bridge Club (Inc)

MINUTES OF ANNUAL GENERAL MEETING 2019

Saturday, 7th September 2019

1. Welcome and opening

There being a thirty-one members present – in excess of the fifteen members required - the meeting was opened at 10.35AM by the President, Andy Males who also chaired the meeting. Minutes were recorded by the Acting Secretary, Gareth Braid.

2. Apologies

Twenty-one (21) members, as per attached, lodged an apology, either on the nominated form, verbally or by email for not attending the meeting.

3. Confirmation of previous AGM Minutes

The minutes of the Annual General Meeting held on 8th September 2018 were circulated to all present.

Jane Moulden moved that ***the minutes be rejected*** as there are several items missing. Jane mentions the Attendance Register, Apologies, Presidents, Treasurers and Auditors reports, as well as Andy's statement concerning Murray Webber, Murrays response and the building extension floor plan mentioned in the document. Kate Boston seconded this motion.

- Murray Webber spoke that Jane is correct and asked for a delay in proceeding on this matter.
- John Ferguson asked for a copy of a letter from Murray Webber to be tabled for all to view.
- Patrick summarised Jane's issues as "purely administrative" regarding the missing items.
- Colin Bell stated that similarly compiled minutes have been accepted in the past and said he found it "distasteful"
- Gareth Braid said that he agreed regarding most of the items but disagreed with the content of Andy's statement and Murrays response. He believed that Murrays response was completely 'off the cuff', and could not be sure whether Andy's statement, which wasn't tabled, was read exactly as written.

Colleen Skipsey proposed that we ***accept the minutes as distributed with amendments (being the addition of the Members Present, Apologies, Presidents Report, Financial Report, Auditors Report and Building Extension Floorplan documents)***. Collin Saunders seconded. Motion carried.

4. President's Report

The President's report began with Andy Males reading from the attached report. After completing this oration, Andy handed over to Patrick Smith to continue the presentation particularly regarding the ongoing building extension discussion

Patrick spoke about the extension proposal from written dot points;

- Following the AGM discussion last year, a building sub-committee was formed
- Briefings to members at all club sessions in June 2019, asking for feedback from members
- Committee members reported that the feedback received was not strongly in favour of proceeding.
- Subject to further feedback, committee did not believe it worth pursuing further.

Treasurer's Report

Liz Norton presented the audited financial records, as attached, for the 2018/19 year. The report showed a net profit of \$10,312.99 for the 2018/19 year compared with \$3,066 (after allowing for \$6,000 depreciation) for the previous corresponding period. Total income for the year was \$55,522.90. Cash assets in all accounts at 30/06/2018 was \$91,566.

Gareth Braid read the letter from Lyndon Edwards confirming his auditing of the accounts (attached) as dated 1st August 2019.

A motion confirming *acceptance of the financial report* was moved by Tony Albertsen and seconded by Colin Saunders. Motion carried.

5. Appointment of External Auditor

Liz Norton confirmed that Lyndon Edwards has confirmed his availability to act for the club in 2019/20.

A motion that *Lyndon Edwards is appointed as our auditor for the 2019/20 year* was put by Stella Dixon, seconded by Graeme Bowman. Carried.

6. Member's Fees

A motion that the unchanged member fee structure, as outlined in the Agenda be adopted was put by Tony Albertsen and seconded by Esther Saunders. Carried.

7. Appointments of Appeals Panel and Facilitators Panel

A motion that the proposed Appeals Panel and Facilitators Panel as listed on the attached agenda be adopted was moved by Bob McCartney and Seconded by Colin Saunders. Carried.

8. Management Committee Election

The following nominations had been received prior to the meeting as per the attached nominations list.

President	Andy Males
Vice President	Patrick Smith
Treasurer	Liz Norton
Secretary	Gareth Braid
Bridge Coordinator	Marianne Viebke
Committee Members	Bob McCartney
	Tony Albertsen
	Andy Cayley
	Colin Bell

As the number of nominations was equal to the number of vacancies, the nominees are deemed elected at the AGM as per 12.3(a) of the constitution.

9. Other Business

10.1 Building Extension Survey (*Jo Grozovski*)

Jo requested, following the previous discussion regarding the proposed building extension, that all members are surveyed to get an accurate, up to date, feeling of where the entire membership is regarding this issue.

- Murray Webber agreed with the concept of surveying the membership, and suggested a case for and against to be included for members
- Margie Mullen requested that more detail/information.
- John Ferguson asked that the outcome could be a binding, and that as a result the committee could make a final decision on this.
- Colleen Skipsey supported the survey suggestion but asked that the survey be kept simple to maximise response rate.
- Jennifer Alamdar asked about receiving indicative costs of alternative maintenance/works to clarify the financial position of the club should the extension proceed.
- Stella Dixon suggested there was an option of moving our club's location. This included a previous offer of a peppercorn lease at another venue.
- Murray wishes to discuss the funding options later, but responded to John Ferguson's statement, stated that the committee is not in a position to make a final decision, it is up to a general meeting of members.
- Anna Maides states that most of the members know about the proposal and know whether they are in support or not.
- Peter Morgan moves that a motion be put.
- Jenny Dawson moved that *the club should put out a simple survey to all members of whether we should continue progress of the building extension proposal*. Seconded by Colleen Skipsey.
- Margie Mullen disagrees as she believes she needs further information/detail.
- Patrick Smith states information was provided in presentations
- Colin Saunders detailed several maintenance issues with the clubrooms.
- Christine Hollingsworth reported that she was "stunned" that this issue has been around since 2009, and believed it needs to be resolved.
- Andy Males spoke to the difficulties of progressing this complex issue.

The motion as originally moved by Jenny Dawson, and seconded by Colleen Skipsey, that "***The Club put a simple survey to all members of whether we should continue progress of the building extension proposal***" is put to the meeting. Carried.

9.2 Potential Additional Sources of Income (*Murray Webber*)

Murray Webber suggests that the club pursue government funding options to offset costs of the building extension project and potentially other costs for upgrades to the clubrooms.

- Murray reports that both Mandurah and Albany clubs have received significant contributions to their works from similar public monies. Murray also states that this may involve some lobbying of government departments or members of parliament.
- Murray would like to volunteer his services to perform this task subject to the approval of the meeting and be reportable to committee.
- Colin Bell recommended against this course depending upon the outcomes of the survey (10.1)
- Norm Hoskin stated that this was not necessarily just for the building extension, that funding for other costs were possible.
- Jenny Dawson spoke in support of Norm's statement

- John Ferguson suggested funding could be used for the improving the air-conditioning of the clubrooms.
- Andy Males reported that the air-conditioning issues are common throughout bridge clubs and wanted to let the management committee decide based upon the survey responses.
- Murray said that it was not the committee's decision.

No motion was put to the meeting.

9.3 Committee Minute Distribution (Murray Webber)

Murray reports that he requested last year's AGM minutes e-mailed to all members, which the committee agreed to do. Since that time, he has suggested to the committee that the committee minutes should be circulated to all members. However, the committee has not agreed with this. Murray would like the membership to agree that all committee minutes should be circulated to members within one week of the committee meeting.

- Norm Hoskin suggests that this should be made available on the website
- Jennifer Alamdar says that this should be only available once people login/verify that they are members of the club.
- Andy Males spoke to some of the reasons the committee were reluctant, particularly referring to the Dept of Mines, Industry Regulation and Safety's "Associations Inc Guide" document's recommendations on electronic documents.
- Jane Moulden disagreed with this, stating that the website is read-only to normal members, and that any risk is miniscule.
- Several members believed that having the minutes available would make better connections with what is occurring at the club.

Sue Everett move the motion that "***Draft committee minutes be make available on the club website shortly after the meeting occurs***". Seconded by Jenny Dawson. Carried.


10. Club Person of the Year

The President announced that following consultation with the committee, he has decided to select Colin Bell as the 2019 recipient of the Club Person of the Year. This announcement was widely supported by the members present.

11. Closing

The meeting having addressed all the agenda items was closed at 11:58am.

Signed.......... (President)

Signed.......... (Acting Secretary)

**BUNBURY BRIDGE CLUB INC.
2019 Annual General meeting**

ATTENDANCE REGISTER

Please list your name below to confirm your attendance at the 2019 AGM
held on Saturday 7th September 2019

PEER MOREAN	Anna Maides
JOAN MOREAN	Jos de Klerk
TONY ALBERTSEN	W Rudh
Jo Crozovski	Stewart
Colin Bell.	gray clem
GARETH BRAID	Kate Booth.
JENNIFER ALAMDAR	GRAEME BOWMAN
Bob Mc Cartney.	Aune-Louise Dubrawski
PATRICK SMITH	Murray Webber
A.O. Mates	Celina Isuep
Jane Maulden	Colleen Skipsey
MARGIE MULLEN Kate Smith	Jenny Dawson
CR Hollingsworth CHRISTINE HOLLINGSWORTH	John Ferguson.

Norm Hoskin	
STELLA DIXON	
DEAN ROBINS	
F. Saunders	
C. Gibson	

**BUNBURY BRIDGE CLUB INC.
2019 Annual General meeting**

APOLOGIES

Apologies for the 2019 AGM held on Saturday 7th September 2019

Brendan Gaynor	Joy Gibson
Holly Nutley	Bruce Webber
Minitta Hall	SUE CORNWALL
William Hall	KERRY FRASER
Phyll Barnes	
Holly Nutley	
Bev Hopley	DENNIS EVANS
Andy Carley	JOANNE SAUNDERS
	JIM OFFER
	MONICA OFFER
	BEV HOPLEY
Sheila Byrne	BEV GARRETT
Jennie Deane	DI TAYLOR
Fred Clarke	(21)
Jock Miller	
Cotton Skipsy	

2018/19 Presidents Report
Andy Males 7th September 2019

I would like to thank all of the bridge committee members, Patrick, Liz Marianne, Gareth, Dennis, Esther, Colin, Bob and Tony for the voluntary work for our wonderful Bridge Club. Marianne is worthy of a special mention for not only fulfilling the secretary position but also took on the demanding job of 2019 Bunbury Congress which was a great success.

Our ever diligent treasurer Liz keeps the money coming in and I expect another good financial result.

It is very pleasing to see the success our hard working Bridge Coordination Esther (and her able assistant Robin, I mean Colin) is having with the bridge training. I think most would agree that the standard of the club is continuing to improve and the training is certainly helping with new members.

One group I forgot to mention last year was our Directors, so much effort, for sometimes, little appreciation. Many thanks Esther and Colin, Colin Bell, Brian Wade, John Ferguson and Marianne. The majority of our members really appreciate your efforts to help us have an enjoyable game of bridge at the right temperature.

We are lucky to have lots of people who do the "back stage" work such as the people who prepare the cards, Monica who does the kitchen, Robyn Waugh for her treasurer relief work and the mid-week helpers such as Brendan. And what about the team of people that produces the Bunbury Congress with a special mention to Jenny Dawson. How wonderful so many are prepared to help.

I will hand over to Patrick to talk about the proposed club house extension.

BUNBURY BRIDGE CLUB INC.
FOR YEAR ENDED 30TH JUNE 2019

CASH BOOK SUMMARY

Opening Bal. 1/7/18	13,449.12
Add Receipts	<u>55,522.90</u>
	68,972.02
Less Payments	<u>45,209.91</u>
	23,762.11
Less Transfer T/Dep	10,000.00
Closing Bal. 30/6/19	13,762.11

TERM DEPOSITS

Opening Balance 1/7/18	
Capital Expenditure a/c	34,756.64
Bunbury Bridge Club a/c	30,736.63
John Bennett Memorial	<u>1,348.00</u>
	66,841.27

ADD

Interest	962.79
Transfer from Cheque account	<u>10,000.00</u>
Closing Balance 30/6/19	77,804.06

Made up of:

Capital Expenditure	35,237.08
Bridge Club	41,218.98
John Bennett Memorial	<u>1,348.00</u>
	77,804.06

STATEMENT OF INCOME FOR YEAR ENDED 30TH JUNE 2019

INCOME	2018/19	2017/18	2016/17
1 Monday Bridge	10,614.00	10,191.00	9,790.00
2 Tuesday Bridge	6,585.00	6,477.20	6,531.00
3 Wednesday Bridge	6,537.00	7,414.00	7,652.00
4 Thursday Bridge	390.00	315.00	
5 Friday Bridge	8,817.00	9,483.00	9,218.00
6 Saturday Bridge	5,461.00	5,764.00	7,041.00
7 Sunday Bridge	885.00	560.00	680.00
8 Other Bridge Events	115.00	114.00	105.00
	<u>39,404.00</u>	<u>40,318.20</u>	<u>41,017.00</u>
8 Subscriptions	6,360.00	6,265.00	6,020.00
9 Sponsors Club Members	-20.00	40.00	30.00
10 Bridge Books & Lessons	1,355.00	1,844.00	340.00
11 Congress Takings	7,849.00	2,002.00	1,327.30
(Profit 2,109.64)			
Congress Raffle		880.00	
12 Club Raffle		165.05	
13 Other	-100.00		286.50
14 Fund Raising/ Charity	674.90	719.00	984.60
15 Fence Neighbours portion		<u>1,024.00</u>	
TOTAL	55,522.90	53,257.00	50,458.40

STATEMENT OF PAYMENTS FOR YEAR ENDED 30TH JUNE 2019

PAYMENTS.	2018/19	2017/2018	2016/17
1 ABF Master Points	3,389.11	3,139.07	3,428.13
2 Accounting Audit	400.00	400.00	400.00
3 Website	300.00	300.00	
4 BAWA	1,808.66	1,876.24	3,617.10
5 Congress Expenses	5,739.36	847.08	
6 Bridge Supplies	3,320.69	1,869.07	2,867.09
7 Cleaner	8,052.00	7,620.00	7,325.00
8 Fund Raising	620.00	750.00	850.00
9 Equipment/Fittings	889.00	225.00	1,401.25
10 Electricity	1,807.85	1,196.50	1,498.75
11 Food & Consumables	3,525.00	4,571.34	3,567.50
12 Insurance	2,245.00	2,190.92	2,114.08
13 Lawn Mowing	780.00	840.00	1,007.00
14 Office Supplies	2,527.26	2,248.03	2,194.61
15 Rates & Taxes	3,128.96	2,844.19	2,416.09
16 Repairs & Maintenance	2,163.54	2,252.33	3,301.44
17 Security	782.50	860.20	695.20
18 Lesson Books	1,096.25		
19 Phone & Internet	1,080.48	1,122.83	1,279.75
20 Building Report			499.00
21 Christmas Party	1,314.25	1,066.00	1,188.00
22 Defribulator			1,900.00
23 New Fence		8,477.26	
24 Club Entrance		4,525.00	
25 Other Expenses	<u>240.00</u>	<u>969.95</u>	<u>925.55</u>
TOTAL	45,209.91	50,191.01	42,908.54
Transfer T. Deposit	<u>10,000.00</u>		
	55,209.91		

335 Wellesley Rd
WELLESLEY WA 6233

1 August 2019

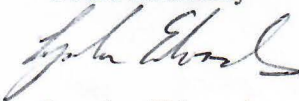
The Committee
Bunbury Bridge Club Inc
PO Box 1098
BUNBURY WA 6231

Dear Committee

I have conducted an audit of the financial records of the Bunbury Bridge Club for the financial year ending June 30th 2019 from Print outs of the monthly statements as well as supporting documents and the bank statements.

I find that the Annual Statement of Income and Payments truly reflects the transactions shown in the source documents.

Yours faithfully



Lyndon Edwards

Hon. Auditor

BUNBURY BRIDGE CLUB INC.
2019 ANNUAL GENERAL MEETING

AGENDA

- 1. Welcome to members and opening of the meeting**
- 2. Acceptance of apologies**
- 3. Confirmation of minutes from 8th September 2018 AGM**
 - 3.1 Matters arising from those minutes
- 4. The President's report and acceptance**
 - 4.1 Any business arising from the president's report
- 5. The Treasurer's Report and presentation of the audited balance sheet, including summary of all assets and liabilities.**
 - 5.1 Any business arising from the treasurer's report
- 6. Appointment an outside Auditor**
- 7. Member Fees**

The management committee endorses the following unchanged fee structure to apply for the period from the 2019 AGM until the 2020 AGM

Full Year Membership	\$50	(payable immediately)
Half Year Membership	\$25	(applies from 1 January 2020)
Associate membership	\$20	(payable immediately)
Members' Table Fees	\$5	(green & red point events)
Visitor Table Fees	\$7	(green & red point events)
Joining Fee (new Members)	\$0	

Fees for special events including the annual congress and club championships will be determined by the committee prior to each event

8. Appointments of an Appeals Panel and Facilitators Panel

The management committee recommends a continuation of the current panel membership

APPEALS PANEL

Kate Boston
Peter Morgan
Jim Offer
Murray Webber

FACILITATORS PANEL

Jan Morgan
Jim Offer
Murray Webber
Patrick Smith

9. Election of Management Committee

Nominations to Management Committee positions received by advertised deadline:

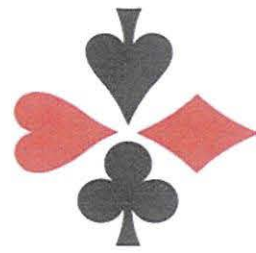
President	Andy Males
Vice President	Patrick Smith
Secretary	Gareth Braid
Treasurer	Elizabeth Norton
Bridge Coordinator	Marianne Viebke
Committee Members	Bob McCartney Tony Albertsen Andy Cayley Colin Bell

These nominations are accepted. As the number of nominations received for each position fall under rule 12.3(a) of the constitution, the nominees shall be deemed elected at the AGM.

10. Other Business

11. Club Person of the Year

12. Meeting Closure



BUNBURY BRIDGE CLUB

Incorporated

POSTAL: Hon. Secretary,
P.O. Box 1098,
BUNBURY, W.A. 6231.
PHONE: (08) 9791 3177.

Management Committee Nomination Form

Nominations Close: 5pm, Wednesday 4th September 2019

OFFICE	NOMINEE	NOMINATOR	SIGN, ACCEPTANCE
PRESIDENT: (1 vacancy)	A. Males	T. NORTON	[Signature]
VICE PRESIDENT: (1 vacancy)	PATRICK SMITH	COLIN GLEWTON	[Signature]
TREASURER: (1 vacancy)	LIZ NORTON	CAROL HAMILTON	[Signature]
SECRETARY: (1 vacancy)	GARETH BEAD	JENNIFER ALAMCAR	[Signature]

OFFICE	NOMINEE	NOMINATOR	SIGN, ACCEPTANCE
CLUB CO-ORDINATOR: (1 vacancy)	Marianne	Esther	via email
COMMITTEE MEMBERS: (At least 4 vacancies)	Bob McC	GARETH BEAD	[Signature]
	TONY ALBERTSEN	Jennie Deenan	[Signature]
	Andy Cayley	Anne-Louise DUBRAWSKI	[Signature]
	COLIN BELL	GARETH BEAD	[Signature]

Please note: Nominations must be made in writing by either completing this form or by letter to the Secretary.