Bunbury Bridge Club Inc.



Management Committee meeting Minutes – 10 September 2023

PRESENT

Andy Males, , Minetta Hall, John Ferguson, Colin Saunders, Jo Saunders, Bev Hopley, Chris Hollingsworth, Brian Hanson, Norm Hoskin

APOLOGIES

Mike Van Wyk

The meeting opened at 10.04 by Andy Males (President)

Minutes of the previous meeting held on 14 August 2023 had previously been supplied to committee members.

Minutes moved for acceptance by Andy Males, seconded by John Ferguson. This motion was carried with four abstentions who were not at the previous meeting.

Correspondence report previously supplied to committee members, no business arising from the correspondence.

Moved for acceptance by Colin Saunders seconded by Chris Hollingsworth and carried.

TREASURER'S REPORT

Norm Hoskin supplied a Financial Summary for August, this was emailed to the committee members prior to the meeting.

The club's financial position as it stands at present show the Cash account and cash at hand having a balance of \$14,900.60 and a term deposit of \$31,846.59 making a total of \$46,747.19.

Income for the month was \$2596.00 made up mostly from table fees. Expenditure was \$1392.00.

Our major expense appears to be the cleaning costs, this was discussed by the committee and agreed that it is an expense we can't avoid.

Bank signatories need to be updated with the Bank. Brian Wade and Robert McCartney resigned from the committee as from the AGM on the 2nd September.

It is proposed by Colin Saunders that Joanne Nicole Saunders and Christine Ruth Hollingsworth be added as signatories to all Bunbury Bridge Club Inc. ANZ bank Bunbury Bridge Club Inc.



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accounts including internet banking. Existing signatories Andy Males and Norman Hoskin are to remain signatories to the accounts. Brian Wade and Robert McCartney to be removed as signatories to all Bunbury Bridge Club Inc accounts. The accounts remain two (2) to sign/authorise all transactions.

Seconded by John Ferguson and carried by the committee.

Norm is to arrange an appointment with the bank for the four signatories to attend.

BRIDGE CO-ORDINATORS REPORT

The Bridge Co-ordinator's report was prepared by Brian Wade on the 31 August 2023, the outgoing Co-ordinator and read by Jo Saunders as the new Club Co-ordinator.

- 1) Unfortunately, player numbers declined during August after the improvement recorded in July. Members enjoying time away from home appeared to be the major reason.
- 2) The AWOP event was held on Monday 28th August. Well done to Gillian and Jennie for winning the session locally.
- 3) Monthly player development sessions with Esther will resume on Tuesday 5 September. The final PD session in Esther's campaign will be held in December.
- 4) Finally, I thank Jo Saunders for taking on the role of Bridge Coordinator and Webmaster.

A handover session has been conducted with Jo and I will continue to offer my support on an as needs basis.

Moved to accept the coordinators report by Minetta Hall and seconded Norm Hoskin, carried by the committee.

Bunbury Bridge Club Inc.



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NEW BUSINESS

The committee ratified Esther Saunders as the 2024 congress convener.

The hot water system is turned on and off with the lights in the club rooms by the Director of the day.

With relation to the alarm system Andy Males is to contact the security company and update the contacts on the emergency list, replacing John Ferguson with Colin Saunders and for sJo to check with Bob McCartney over records he may have on this and who has keys to the premises.

Brian Hanson and Jo Saunders to investigate uploading the minutes to the website. Brian agreed to create a newsletter and is to complete a template for this.

Bev Garrett and Cheryl Caley have volunteered to organise our Christmas function but will not be doing the entertainment. We will need a volunteer to organise this.

Chris Hollingsworth to liaise with Bev and Cheryl as to the use of crockery and cutlery the club owns or to use paper plates. If we use crockery what would be the cost of washing up and who would do this.

The code of conduct is to be included in the club book and the wording of this is to be finalised at the next meeting with Jo Saunders.

It was agreed by the committee to wait for Mike Van Wyk to return from holiday to discuss the question of an extra playing day.

Colin Saunders with the help of John Ferguson will insulate the ceiling over the office and toilets at an expected cost of around \$1000.00.

An email is to be sent to members reminding them that membership fees are due now.

Meeting closed at 11.55

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28 I 29 0 30 I 31 I 32 I 33 0 34 0 35 0 36 N 37 5 38 I 39 5 40 I	•	-	-		-	-	
29 0 30 I 31 I 32 I 33 0 34 0 35 0 36 N 37 5 38 I 39 5 40 I	Equipment/Fittings	\$0	\$40	-\$40	\$0	\$80	-\$80
30 I 31 I 32 I 33 G 34 G 35 G 36 N 37 S 38 I 39 S 40 I	Electricity	\$0	\$0	\$0	\$303	\$350	-\$47
31 I 32 I 33 G 34 G 35 G 36 N 37 S 38 I 39 S 40 I	Cleaning Consumables	\$0	\$20	-\$20	\$0	\$40	-\$40
32 I 33 0 34 0 35 0 36 1 37 2 38 I 39 2 40 I	Food & Drinks	\$209	\$300	-\$91	\$362	\$600	-\$238
33 0 34 0 35 0 36 0 37 2 38 1 39 2 40 1	Bathroom Consumables	\$0	\$40	-\$40	\$0	\$80	-\$80
34 0 35 0 36 1 37 2 38 1 39 2 40 1	Insurance	\$0	\$0	\$0	\$0	\$0	\$0
35 0 36 1 37 2 38 1 39 2 40 1	Grounds	\$140	\$125	\$15	\$210	\$250	-\$40
36 X 37 S 38 H 39 S 40 H	Office Supplies	\$64	\$50	\$14	\$64	\$100	-\$36
37 9 38 1 39 9 40 1	City of Bunbury Rates	\$0	\$0	\$0	\$0	\$0	\$0
38 H 39 S 40 H	Water (Aqwest)	\$0	\$0	\$0	\$187	\$0	\$187
39 S 40 I	Sewerage (Water Corp)	\$0	\$0	\$0	\$0	\$175	-\$175
40 l	Repairs & Maintenance	\$0	\$100	-\$100	\$0	\$200	-\$200
	Security	\$0	\$0	\$0	\$0	\$0	\$0
41 (Lessons & Training	\$0	\$0	\$0	\$0	\$0	\$0
	Communications	\$90	\$90	\$0	\$180	\$180	-\$0
42 I	Functions	\$0	\$0	\$0	\$0	\$0	\$0
43	Administration	\$0	\$50	-\$50	\$0	\$100	-\$100
	Capital Works	\$0	\$0	\$0	\$0	\$0	\$0
	Australian Bridge	\$150	\$200	-\$50	\$150	\$200	-\$50
	Sub-Total	\$1,392	\$1,955	-\$563	\$2,996	\$4,525	-\$1,529
47 (Closing (Cash Account)	\$14,901	\$13,612	\$1,289	\$14,901	\$13,612	\$1,289
	Cash Flow Movement	\$1,204	\$1,092	\$112	\$3,242	\$1,953	\$1,289
				. –			. ,
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49 (Term Deposits	\$31,847	\$31,847	\$0	\$31,847	\$31,847	\$0
50 I		\$0	\$0	\$0	\$0	\$0	\$0
51	Term Deposits	1 -	\$0	\$0	\$0	\$0	\$0
52	Term Deposits Opening	\$0		\$0	\$0	\$0	\$0
53 (Term Deposits Opening Interest		\$0	\$0	\$31,847	\$31,847	\$0
54	Term Deposits Opening Interest Transfer In	\$0	\$0 \$31,847	1 -			

					YEJ24		E							
Item #	Description	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	YTD	2022/2023
1	Monday Bridge	\$688.00											\$1,522.00	\$8,385.00
2	Tuesday Bridge	\$622.00											\$1,128.00	\$6,058.00
3	Wednesday Bridge	\$450.00											\$872.00	\$5,605.00
4	Thursday Bridge												\$0.00	\$198.00
5	Friday Bridge	\$572.00	\$150.00										\$1,298.00	\$8,198.00
6	Saturday Bridge	\$360.00	\$138.00										\$1,140.00	\$6,177.00
7	Sunday Bridge												\$0.00	\$0.00
8	Special Events	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$384.00	\$768.00
	Sub-Total	\$2,692.00	\$288.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$6,344.00	\$35,389.00
9	Subscriptions	\$0.00	\$50.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$4,885.00
10	Net Token Sales	-\$96.00	-\$60.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	-\$168.00	\$2,646.00
11	Lessons & Training												\$15.00	\$1,315.00
12	Congress												\$0.00	\$9,165.00
13	Disposals												\$0.00	\$0.00
14	Fund Raising/Donations	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$530.10
15	Account Transfers												\$0.00	\$23,608.13
16	Refunds												\$0.00	\$341.79
17	Synergy Credit												\$325.00	\$0.00
18	Functions												\$0.00	\$140.00
19	Administration												\$0.00	\$12.00
	Administration												\$0.00 \$0.00	\$12.00 \$0.00
19	Administration Total	\$2,596.00	\$278.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	-	
19		\$2,596.00	\$278.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
19	Total	\$ 2,596.00	\$ 278.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00 \$78,032.02
19	Total Regular Sessions Data	- 1 • •		·									\$0.00 \$6,516.00	\$0.00 \$78,032.02
19	Total Regular Sessions Data Players	466	50	0	0	0	0	0	0	0	0	0	\$0.00 \$6,516.00 1028	\$0.00 \$ 78,032.02 \$
19	Total Regular Sessions Data Players Members	466 461	50 50	0 0	0 0	0 0	0 0	0 0	0 0	0 0	0 0	0	\$0.00 \$6,516.00 1028 1018	\$0.00 \$78,032.02 \$ \$6,108
19	Total Regular Sessions Data Players Members Visitors	466 461 5	50 50 0	0 0 0	0 0 0	0 0 0	0 0 0	0 0 0	0 0 0	0 0 0	0 0 0	0 0 0	\$0.00 \$6,516.00 1028 1018 10	\$0.00 \$78,032.02 \$ \$6,108 \$80
19	Total Regular Sessions Data Players Members Visitors Youth	466 461 5 0	50 50 0 0	0 0 0 0	0 0 0 0	0 0 0 0	0 0 0 0	0 0 0 0	0 0 0 0	0 0 0 0	0 0 0 0	0 0 0 0	\$0.00 \$6,516.00 1028 1018 10 0	\$0.00 \$78,032.02 \$ \$6,108 \$80 \$0
19	Total Regular Sessions Data Players Members Visitors Youth Directors	466 461 5 0 19	50 50 0 0 2	0 0 0 0 0	0 0 0 0 0	0 0 0 0 0	0 0 0 0 0	0 0 0 0 0	0 0 0 0 0	0 0 0 0 0	0 0 0 0 0	0 0 0 0 0	\$0.00 \$6,516.00 1028 1018 10 0 38	\$0.00 \$78,032.02 \$ \$6,108 \$80 \$0
19	Total Regular Sessions Data Players Members Visitors Youth Directors Tokens	466 461 5 0 19 342	50 50 0 0 2 40	0 0 0 0 0 0	0 0 0 0 0 0	0 0 0 0 0 0	0 0 0 0 0 0	0 0 0 0 0 0	0 0 0 0 0 0	0 0 0 0 0 0	0 0 0 0 0 0	0 0 0 0 0 0	\$0.00 \$6,516.00 1028 1018 10 0 38 789	\$0.00 \$78,032.02 \$ \$6,108 \$80 \$0 \$228
19	Total Regular Sessions Data Players Members Visitors Youth Directors Tokens Vouchers	466 461 5 0 19 342 0	50 50 0 2 40 0	0 0 0 0 0 0 0 0	0 0 0 0 0 0 0 0	0 0 0 0 0 0 0 0	0 0 0 0 0 0 0 0	0 0 0 0 0 0 0 0	0 0 0 0 0 0 0 0	0 0 0 0 0 0 0	0 0 0 0 0 0 0 0	0 0 0 0 0 0 0	\$0.00 \$6,516.00 1028 1018 10 0 38 789 0	\$0.00 \$78,032.02 \$ \$6,108 \$80 \$0 \$228 \$0 \$228 \$0
19	Total Regular Sessions Data Players Members Visitors Youth Directors Tokens Vouchers Volunteers	466 461 5 0 19 342 0 0	50 50 0 2 40 0 0	0 0 0 0 0 0 0 0 0 0	0 0 0 0 0 0 0 0 0	\$0.00 \$6,516.00 1028 1018 10 0 38 789 0 0 0	\$0.00 \$78,032.02 \$ \$6,108 \$80 \$0 \$228 \$0 \$228 \$0							
19	Total Regular Sessions Data Players Members Visitors Youth Directors Tokens Vouchers Volunteers Sessions	466 461 5 0 19 342 0 0	50 50 0 2 40 0 0	0 0 0 0 0 0 0 0 0 0	0 0 0 0 0 0 0 0 0	\$0.00 \$6,516.00 1028 1018 10 0 38 789 0 0 0	\$0.00 \$78,032.02 \$ \$6,108 \$80 \$0 \$228 \$0 \$228 \$0							
19	Total Regular Sessions Data Players Members Visitors Youth Directors Tokens Vouchers Volunteers Sessions Players per Session	466 461 5 0 19 342 0 0 22	50 50 0 2 40 0 0	0 0 0 0 0 0 0 0 0 0	0 0 0 0 0 0 0 0 0	\$0.00 \$6,516.00 1028 1018 10 0 38 789 0 0 0 46	\$0.00 \$78,032.02 \$ \$6,108 \$80 \$0 \$228 \$0 \$0 \$0 \$0 \$228							
19	Total Regular Sessions Data Players Members Visitors Youth Directors Tokens Vouchers Volunteers Sessions Players per Session Monday	466 461 5 0 19 342 0 0 22 30	50 50 0 2 40 0 0	0 0 0 0 0 0 0 0 0 0	0 0 0 0 0 0 0 0 0	\$0.00 \$6,516.00 1028 1018 10 0 38 789 0 0 46 29	\$0.00 \$78,032.02 \$ \$6,108 \$80 \$0 \$228 \$0 \$228 \$0 \$0 \$228 \$0 \$20 \$228 \$0 \$228 \$0 \$20 \$20 \$20 \$20 \$20 \$20 \$20							
19	Total Regular Sessions Data Players Members Visitors Youth Directors Tokens Vouchers Volunteers Sessions Players per Session Monday Tuesday	466 461 5 0 19 342 0 0 22 30 21	50 50 0 2 40 0 0	0 0 0 0 0 0 0 0 0 0	0 0 0 0 0 0 0 0 0	\$0.00 \$6,516.00 1028 1018 10 0 38 789 0 0 0 46 29 21	\$0.00 \$78,032.02 \$ \$6,108 \$80 \$0 \$228 \$0 \$228 \$0 \$0 \$228 \$0 \$20 \$228 \$0 \$228 \$0 \$228 \$0 \$228 \$0 \$228 \$20 \$20 \$20 \$20 \$20 \$20 \$20 \$20							
19	Total Regular Sessions Data Players Members Visitors Youth Directors Tokens Vouchers Volunteers Sessions Players per Session Monday Tuesday Wednesday	466 461 5 0 19 342 0 0 22 30 21	50 50 0 2 40 0 0	0 0 0 0 0 0 0 0 0 0	0 0 0 0 0 0 0 0 0	\$0.00 \$6,516.00 1028 1018 10 0 38 789 0 0 0 46 29 21 17	\$0.00 \$78,032.02 \$ \$6,108 \$80 \$0 \$228 \$0 \$0 \$228 \$0 \$0 \$228 \$0 \$20 29 21 20							
19	Total Regular Sessions Data Players Members Visitors Youth Directors Tokens Vouchers Volunteers Sessions Players per Session Monday Tuesday Wednesday Thursday	466 461 5 0 19 342 0 0 22 30 21 16	50 50 0 2 40 0 0 2	0 0 0 0 0 0 0 0 0 0	0 0 0 0 0 0 0 0 0	\$0.00 \$6,516.00 1028 1018 10 0 38 789 0 0 0 46 29 21 17 0	\$0.00 \$78,032.02 \$ \$6,108 \$80 \$0 \$228 \$0 \$228 \$0 \$0 \$228 \$0 \$0 \$228 \$0 \$0 \$228 \$0 \$0 \$228 \$0 \$0 \$20 \$228 \$0 \$0 \$20 \$20 \$20 \$20 \$20 \$20							

YEJ24 EXPENDITURE															
Item #	Description	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	YTD	%	2022/2023
1	ABF Master Points												\$0.00	0.0%	\$993.66
2	ABF Capitation												\$0.00	0.0%	\$1,737.85
3	Accounting Audit												\$100.00	3.3%	\$100.00
4	Website												\$0.00	0.0%	\$330.00
5	BAWA												\$24.30	0.8%	\$1,263.62
6	Congress												\$0.00	0.0%	\$7,046.15
7	Bridge Supplies												\$0.00	0.0%	\$2,113.39
8	Contract Cleaning	\$738.50											\$1,416.52	47.3%	\$7,935.42
9	Fund Raising/Donations												\$0.00	0.0%	\$855.00
10	Equipment/Fittings												\$0.00	0.0%	\$1,528.51
11	Electricity												\$302.52	10.1%	\$2,114.46
12	Cleaning Consumables												\$0.00	0.0%	\$64.70
13	Food and Drinks (kitchen)	\$209.14											\$361.95	12.1%	\$2,871.95
14	Bathroom Consumables												\$0.00	0.0%	\$362.41
15	Insurance												\$0.00	0.0%	\$3,371.34
16	Grounds	\$140.00											\$210.00	7.0%	\$4,278.69
17	Office Supplies	\$64.20											\$64.20	2.1%	\$582.36
18	City of Bunbury Rates												\$0.00	0.0%	\$1,804.00
19	Water (Aqwest)												\$186.72	6.2%	\$1,682.18
20	Sewerage (Water Corp)												\$0.00	0.0%	\$1,075.38
21	Repairs & Maintenance												\$0.00	0.0%	\$660.03
22	Security												\$0.00	0.0%	\$601.70
23	Lessons & Training												\$0.00	0.0%	\$1,568.21
24	Communications	\$89.99											\$179.98	6.0%	\$1,080.18
25	Functions												\$0.00	0.0%	\$1,961.70
26	Administration												\$0.00	0.0%	\$86.00
27	Capital Works												\$0.00	0.0%	\$28,360.59
28	Australian Bridge	\$150.00											\$150.00	5.0%	\$340.00
29													\$0.00	0.0%	\$0.00
30												1	\$0.00	0.0%	\$216.36

Total \$1,391.83 \$0.00 \$0.00 \$0.00 \$0.00 \$0.00 \$0.00 \$0.00 \$0.00 \$0.00 \$0.00 \$0.00 \$0.00 \$0.00 \$0.00 \$2,996.1	100.0% \$76,985.84
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Item August

Item August

16 Lawn mowing (2x\$70)

17 Copy paper (\$64.20)

28 Aust wide pairs

BUNBURY BRIDGE CLUB AUGUST FINANCIAL SUMMARY

Cash Account		Term Deposits			
Opening Balance	\$13,696.43	Opening Balance	\$31,846.59		
Plus Income	\$2,596.00	Plus Interest	\$0.00		
Transfers In (+) or Out (-)	\$0.00				
Sub-Total	\$16,292.43	Sub-Total	\$31,846.59		
Less Expenditure	\$1,391.83	Transfers In (+) or Out (-)	\$0.00		
Closing Balance	\$14,900.60	Closing Balance	\$31,846.59		
Reconciliation		Total Funds		N A a b a a a a b a a b a b a b a b a b a b a 	10
Cash Balance	\$14,900.60	Cash Account + Cash at hand	\$14,900.60	Matures	IR
Add unpresented cheques	\$14,900.00	Term Deposit #1	\$31,846.59	8/12/2023	2.65%
Less cash at hand	\$1,572.00	Term Deposit #2	<i>\$31,610.33</i>	0, 12, 2023	2.0370
Sub-Total	\$13,328.60	Total	\$46,747.19		
EOM Bank Statement Balance	\$13,306.12	1			
	<i>\</i> 10,000.112	l			

Synergy Credit

\$22.48

Correspondence R eport 14th August - 10 September 2023

Date	Issue	Correspondent	Туре	Comment
1	14/08/2023 WA Bridge Magazine	BAWA	Mail	Club Rooms
2	15/08/2023 Recipt for Invoice 137609	Westnet	Email	Treasurer
3	15/08/2023 Masterpoint Update	ABF	Email	Club Co-ordinator
4	15/08/2023 Bank Statement	ANZ	Mail	Treasurer
5	15/08/2023 Australian Bridge Magazine	ABF	Mail	Club Rooms
6	16/08/2023 AWOP Kit	ABF	Mail	Club Co-ordinator
7	16/08/2023 Approval for Direct Debit	By City Council	Mail	Treasurer
8	17/08/2023 Masterpoint update	ABF	Email	Filed
9	17/08/2023 Invoice 41110735	Aqwest	Email	Treasurer
10	22/08/2023 Compscore 3 handicap reports	Brian Wade	Email	Directors
11	22/08/2023 Email Change	Westnet	Email	Secretary
12	24/08/2023 Nedlands 2023 Spring Congress	Robina Mconnell	Email	Notice Board
13	23/08/2023 Lawnmowing Invoice	Danno's	Mail	Treasurer
14	24/08/2023 Invoice	Synergy	Email	Treasurer
15	28/08/2023 Time Change Spring Swiss Pairs	BAWA	Email	Notice Board
16	28/08/2023 Future Events x 3	BAWA	Email	Notice Board
	29/08/2023 Albany Newsletter	Albany BC	Email	Notice Board
18	30/08/2023 Sth Pth Bridge Club Open Pairs	Robina Mconnell	Email	Notice Board
19	31/08/2023 Masterpoint Update	ABF	Email	Club Co-ordinator
20	31/01/2023 Invoice 31372	Cleanway Xtra	Email	Treasurer
21	1/09/2023 Masterpoint Update	ABF	Email	Club Co-ordinator
22	1/09/2023 South Perth Red Pt Events	Robina Mconnell	Email	Notice Board
23	2/09/2023 Invoice 137960954	Westnet	Email	Treasurer
24	2/09/2023 Updated Grandmaster	BAWA	Email	Notice Board
25	3/09/2023 AW Provisional results	ABF	Email	Club Co-ordinator
26	5/09/2023 Invoice	Water Corp	Email	Treasurer
27	7/09/2023 2024 Draft Calendar	BAWA	Email	Club Co-ordinator