

Bunbury Bridge Club Inc.

## **Management Committee meeting Minutes –11 December 2023**

### **PRESENT**

Andy Males, Minetta Hall, Colin Saunders, Bev Hopley, Chris Hollingsworth, Brian Hanson, Mike Van Wyk, Norm Hoskin

### **APOLOGIES** – John Ferguson, Jo Saunders

The meeting opened at 10.06 by Andy Males (President)

Minutes of the previous meeting held on 13 November 2023 had previously been supplied to committee members.

Minutes moved for acceptance by Bev Hopley and seconded by Mike Van Wyk. This motion was carried.

Correspondence report previously supplied to committee members.

Business arising from the Correspondence being the Initiative for schools with discussion as to introducing Bridge into schools was given a negative response by the committee due to the fact that without a teacher who was also a bridge player there would be no interest.

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

### **TREASURER'S REPORT**

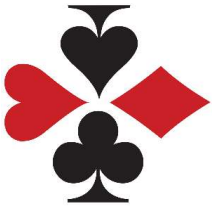
Norm Hoskin supplied a Financial Summary for November had been emailed to the committee members prior to the meeting.

The club's financial position as it stands at present show the Cash account having a balance of \$19489.71 and a term deposit of \$31,846.59 making a total of \$51,336.30.

Income for the month was \$4,305.00 made up mostly from table fees including the table fees from the Sunday trial of \$170.00. Expenditure was \$2199.00.

Norm advised that the term deposit is due to mature today, he moved to reinvest for a 5 to 7 month period at the best available rate and to add an extra \$5,000.00 to the term deposit from the cash account.

Norm further advised that the cost of the Christmas party was \$2,500.00 which worked out to \$28.70 per head for the 87 who attended on the day. Partners and



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guests paid a total of \$300.00 being \$30.00 per head making the cost to the club \$2,200.00.

Norm is to bring a breakdown of costs to the ABF and BAWA for affiliation to the next meeting and to advise of current financial members.

Moved by Norm Hoskin to accept the Report and Seconded by Chris Hollingsworth and passed.

### **BRIDGE CO-ORDINATORS REPORT**

There was no Bridge Co-Ordinator's Report presented to the meeting.s We are advised by Jo Saunders that the Club website has been updated with details of the new handbook, directors' rosters, meeting Minutes, Code of Conduct. Updates have been made to the wording on the Home page, Session page and Lessons page. The Event page has been updated with more in-depth details about each event.

The website has also been updated to include the following details:

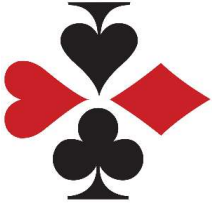
Monday and Friday bridge sessions are considered to be more of a "fast" tempo game, having approximately 6.5-7 minutes of playing time allocated for each board with the 2 minute rule in effect. Tempo: FAST. Minimum # of boards = 26. Maximum # of boards = 32.

Wednesday and Saturday bridge sessions are considered to be more of a "relaxed" tempo game to allow for easier transition of beginners into regular playing sessions. In the "relaxed" tempo game players are given the full 7 minute playing time for each board and the 2 minute rule does not come into effect. The directors of these sessions take into consideration that beginners are present at these sessions and they run the session accordingly. Tempo: RELAXED. Minimum # of boards = 24. Maximum # of boards = 28.

The Committee thanks Jo for all of her work with relation to these matters.

Jo has resigned from the Committee but is to continue doing the director's and dealer's rosters, the handbook, the club newsletter and focus magazine articles, updating the website and managing the club's Facebook group.

It was moved by Chris Hollingsworth that we accept the offer of Bev Hopley to be the Bridge Club Co- Ordinator and she will work with Jo Saunders to fulfill this role.



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Seconded by Colin Saunders and passed.

It was further moved by Bev Hopley and seconded by Chris Hollingsworth that acknowledgement be made to Dennis Evans and Colin Bell for their contribution and efforts for Wednesday night's, the Christmas event and to the club generally, this was passed.

### **NEW BUSINESS**

New memberships were ratified by the committee Sheridan Shenton, Grenville Hall and a Reactivation for Helen Blythe and Brady Jausels.

Colin Saunders will run a Pot-Luck carnival in March 2024 with the assistance of Brian Hanson in organising this day.

Chris advised that she has ordered a new tap to replace the broken tap on the water cooler and Dennis Evans will install this.

Two agenda items raised by Brian Hanson one being the Role of the Committee was discussed. The second item the Role of the Directors was withdrawn.

Meeting closed at 12.00 pm.

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Andy Males President

Minetta Hall, Secretary

Item #	November			Year to Date			
	Actual	Forecast	Diff	Actual	Forecast	Diff	
1	Opening (Cash Account)	\$17,384	\$15,741	\$1,643	\$11,659	\$11,659	\$0
2	Average players per session	24	24	0	23	24	-1
3	Sessions	24	21	3	112	109	3
<b>Income</b>							
4	Players	573	504	69	2579	2616	-37
5	Table Fees	\$3,290	\$2,904	\$386	\$14,898	\$15,072	-\$174
6	Special Events	\$384	\$336	\$48	\$768	\$720	\$48
7	Subs	\$600	\$500	\$100	\$4,890	\$5,000	-\$110
8	Net Token Sales	-\$144	\$0	-\$144	\$54	\$0	\$54
9	Lessons & Training	\$25	\$0	\$25	\$70	\$0	\$70
10	Congress	\$0	\$0	\$0	\$0	\$0	\$0
11	Disposals	\$0	\$0	\$0	\$0	\$0	\$0
12	Fund Raising/Charity	\$150	\$5	\$145	\$173	\$25	\$148
13	Account Transfers	\$0	\$0	\$0	\$0	\$0	\$0
14	Refunds	\$0	\$0	\$0	\$13	\$0	\$13
15	Synergy Credit	\$0	\$0	\$0	\$325	\$0	\$325
16	Functions	\$0	\$0	\$0	\$0	\$0	\$0
17	<b>Sub-Total</b>	<b>\$4,305</b>	<b>\$3,745</b>	<b>\$560</b>	<b>\$21,191</b>	<b>\$20,817</b>	<b>\$374</b>
<b>Expenditure</b>							
18	ABF Master Points	\$0	\$0	\$0	\$472	\$500	-\$28
19	ABF Capitation	\$0	\$0	\$0	\$63	\$0	\$63
20	Accounting Audit	\$0	\$0	\$0	\$100	\$100	\$0
21	Website	\$0	\$0	\$0	\$0	\$0	\$0
22	BAWA	\$0	\$0	\$0	\$49	\$0	\$49
23	Congress	\$0	\$0	\$0	\$0	\$0	\$0
24	Bridge Supplies	\$0	\$200	-\$200	\$0	\$1,000	-\$1,000
25	Cleaning	\$739	\$740	-\$2	\$3,632	\$3,640	-\$8
26	Fund Raising	\$0	\$0	\$0	\$0	\$0	\$0
27	Equipment/Fittings	\$0	\$40	-\$40	\$0	\$200	-\$200
28	Electricity	\$292	\$350	-\$58	\$937	\$1,050	-\$113
29	Cleaning Consumables	\$0	\$20	-\$20	\$36	\$100	-\$64
30	Food & Drinks	\$382	\$300	\$82	\$1,406	\$1,500	-\$94
31	Bathroom Consumables	\$0	\$40	-\$40	\$0	\$200	-\$200
32	Insurance	\$0	\$0	\$0	\$0	\$0	\$0
33	Grounds	\$70	\$125	-\$55	\$595	\$625	-\$30
34	Office Supplies	\$0	\$50	-\$50	\$64	\$250	-\$186
35	City of Bunbury Rates	\$0	\$0	\$0	\$1,955	\$1,800	\$155
36	Water (Aqwest)	\$0	\$0	\$0	\$507	\$250	\$257
37	Sewerage (Water Corp)	\$184	\$175	\$9	\$367	\$525	-\$158
38	Repairs & Maintenance	\$286	\$100	\$186	\$942	\$500	\$442
39	Security	\$0	\$0	\$0	\$127	\$130	-\$4
40	Lessons & Training	\$0	\$0	\$0	\$0	\$0	\$0
41	Communications	\$90	\$90	\$0	\$450	\$450	-\$0
42	Functions	\$0	\$0	\$0	\$0	\$0	\$0
43	Administration	\$14	\$50	-\$36	\$478	\$250	\$228
44	Capital Works	\$0	\$0	\$0	\$888	\$2,000	-\$1,112
45	Australian Bridge	\$0	\$0	\$0	\$150	\$200	-\$50
46	<b>Sub-Total</b>	<b>\$2,199</b>	<b>\$2,280</b>	<b>-\$81</b>	<b>\$13,360</b>	<b>\$15,270</b>	<b>-\$1,910</b>
47	<b>Closing (Cash Account)</b>	<b>\$19,490</b>	<b>\$17,206</b>	<b>\$2,284</b>	<b>\$19,490</b>	<b>\$17,206</b>	<b>\$2,284</b>
48	<b>Cash Flow Movement</b>	<b>\$2,106</b>	<b>\$1,465</b>	<b>\$641</b>	<b>\$7,831</b>	<b>\$5,547</b>	<b>\$2,284</b>
<b>Term Deposits</b>							
49	Opening	\$31,847	\$31,847	\$0	\$31,847	\$31,847	\$0
50	Interest	\$0	\$0	\$0	\$0	\$0	\$0
51	Transfer In	\$0	\$0	\$0	\$0	\$0	\$0
52	Transfer Out	\$0	\$0	\$0	\$0	\$0	\$0
53	Closing	\$31,847	\$31,847	\$0	\$31,847	\$31,847	\$0
54	<b>Total Funds</b>	<b>\$51,336</b>	<b>\$49,052</b>	<b>\$2,284</b>	<b>\$51,336</b>	<b>\$49,052</b>	<b>\$2,284</b>

YEJ24 INCOME											
Item #	Description	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	YTD	2022/2023
1	Monday Bridge	\$746.00								\$3,848.00	\$8,385.00
2	Tuesday Bridge	\$588.00								\$2,804.00	\$6,058.00
3	Wednesday Bridge	\$558.00								\$2,306.00	\$5,605.00
4	Thursday Bridge									\$0.00	\$198.00
5	Friday Bridge	\$708.00								\$3,162.00	\$8,198.00
6	Saturday Bridge	\$520.00								\$2,608.00	\$6,177.00
7	Sunday Bridge	\$170.00								\$170.00	\$0.00
8	Special Events	\$384.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$768.00	\$768.00
	<b>Sub-Total</b>	<b>\$3,674.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$15,666.00</b>	<b>\$35,389.00</b>
9	Subscriptions	\$600.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$4,890.00	\$4,885.00
10	Net Token Sales	-\$144.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$54.00	\$2,646.00
11	Lessons & Training	\$25.00								\$70.00	\$1,315.00
12	Congress									\$0.00	\$9,165.00
13	Disposals									\$0.00	\$0.00
14	Fund Raising/Donations	\$150.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$173.00	\$530.10
15	Account Transfers									\$0.00	\$23,608.13
16	Refunds									\$12.50	\$341.79
17	Synergy Credit									\$325.00	\$0.00
18	Functions									\$0.00	\$140.00
19	Administration									\$0.00	\$12.00
20	Sunday Social Bridge									\$0.00	\$0.00
<b>Total</b>		<b>\$4,305.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$21,190.50</b>	<b>\$78,032.02</b>

**Regular Sessions Data**

<b>Players</b>	573	0	0	0	0	0	0	0	0	2579	\$
<b>Members</b>	566	0	0	0	0	0	0	0	0	2555	\$15,330
<b>Visitors</b>	7	0	0	0	0	0	0	0	0	24	\$192
<b>Youth</b>	0	0	0	0	0	0	0	0	0	0	\$0
<b>Directors</b>	20	0	0	0	0	0	0	0	0	97	\$582
<b>Tokens</b>	417	0	0	0	0	0	0	0	0	1951	
<b>Vouchers</b>	0	0	0	0	0	0	0	0	0	0	\$0
<b>Volunteers</b>	0	0	0	0	0	0	0	0	0	0	\$0
<b>Sessions</b>	24	0	0	0	0	0	0	0	0	112	

**Players per Session**

<b>Monday</b>	32									<b>30</b>	<b>29</b>
<b>Tuesday</b>	25									<b>22</b>	<b>21</b>
<b>Wednesday</b>	20									<b>19</b>	<b>20</b>
<b>Thursday</b>										<b>0</b>	<b>8</b>
<b>Friday</b>	31									<b>26</b>	<b>28</b>
<b>Saturday</b>	23									<b>21</b>	<b>22</b>
<b>Sunday</b>	12									<b>12</b>	<b>48</b>

**YEJ24 EXPENDITURE**

Item #	Description	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	YTD	%	2022/2023
1	ABF Master Points									\$471.91	3.5%	\$993.66
2	ABF Capitation									\$62.60	0.5%	\$1,737.85
3	Accounting Audit									\$100.00	0.7%	\$100.00
4	Website									\$0.00	0.0%	\$330.00
5	BAWA									\$48.60	0.4%	\$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								\$3,632.02	27.2%	\$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	\$291.64								\$937.10	7.0%	\$2,114.46
12	Cleaning Consumables									\$36.00	0.3%	\$64.70
13	Food and Drinks (kitchen)	\$382.15								\$1,406.21	10.5%	\$2,871.95
14	Bathroom Consumables									\$0.00	0.0%	\$362.41
15	Insurance									\$0.00	0.0%	\$3,371.34
16	Grounds	\$70.00								\$594.62	4.5%	\$4,278.69
17	Office Supplies									\$64.20	0.5%	\$582.36
18	City of Bunbury Rates									\$1,954.50	14.6%	\$1,804.00
19	Water (Aqwest)									\$506.93	3.8%	\$1,682.18
20	Sewerage (Water Corp)	\$183.72								\$367.44	2.8%	\$1,075.38
21	Repairs & Maintenance	\$286.36								\$941.94	7.1%	\$660.03
22	Security									\$126.50	0.9%	\$601.70
23	Lessons & Training									\$0.00	0.0%	\$1,568.21
24	Communications	\$89.99								\$449.95	3.4%	\$1,080.18
25	Functions									\$0.00	0.0%	\$1,961.70
26	Administration	\$14.00								\$478.40	3.6%	\$86.00
27	Capital Works									\$888.16	6.6%	\$28,360.59
28	Australian Bridge									\$150.00	1.1%	\$340.00
29	P Morgan Teams Prizes	\$142.50								\$142.50	1.1%	\$0.00
30										\$0.00	0.0%	\$216.36

<b>Total</b>	<b>\$2,198.86</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$13,359.58</b>	<b>100.0%</b>	<b>\$76,985.84</b>
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<b>Item</b>	<b>November</b>	<b>Item</b>	<b>November</b>
11	Synergy (\$291.64)(910 Kw)	21	WC Door Closers \$163.96 (C Sa)
13	Catering Kitchen (C.S.) (\$327.98)	21	E Exit door handle \$122.40 (JF)
13	Catering Kitchen (J Mc)(\$54.17)	26	Honour bd update \$14
16	Lawn Mowing (\$70)	29	Prizes PM teams
19	Sewerage \$183.70		

## BUNBURY BRIDGE CLUB NOVEMBER FINANCIAL SUMMARY

### Cash Account

Opening Balance	\$17,383.57
Plus Income	\$4,305.00
Transfers In (+) or Out (-)	\$0.00

**Sub-Total** **\$21,688.57**

Less Expenditure \$2,198.86

**Closing Balance** **\$19,489.71**

### Reconciliation

Cash Balance	\$19,489.71
Add unrepresented cheques	
Less cash at hand	\$0.00

**Sub-Total** **\$19,489.71**

**EOM Bank Statement Balance**

<b>\$19,489.71</b>
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### Term Deposits

Opening Balance	\$31,846.59
Plus Interest	

**Sub-Total** **\$31,846.59**

Transfers In (+) or Out (-) \$0.00

**Closing Balance** **\$31,846.59**

### Total Funds

Cash Account + Cash at hand	\$19,489.71
Term Deposit #1	\$31,846.59
Term Deposit #2	

**Total** **\$51,336.30**

<b>Matures</b>	<b>IR</b>
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8/12/2023	0.00%
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## Correspondence Report 13 November - 10 December 2023

Date	Issue	Correspondent	Type	Comment
1	13/11/2023	Acknowledgement of response to President Robina McConnell	Email	Secretary
2	15/11/2023	Receipt for Invoice 138642586	Westnet	Treasurer
3	15/11/2023	Invoice 41110735	Water Corp	Treasurer
4	17/11/2023	Invoice 41110735	Danno"s Lawnmowing	Treasurer
5	17/11/2023	Bank Statement	ANZ	Treasurer
6	18/11/2023	Master Point Update	ABF	Club-Coordinator
7	21/11/2023	Volunteer Invitation	Don Punch	President
8	21/11/2023	BAWA Major Items & Decisions	Robina McConnell	Club-Coordinator
9	23/11/2023	Master Point Update	ABF	Club Coordinator
10	23/11/2023	Calender Updates	BAWA	Club Coordinator
11	23/11/2023	Masterpoint Update -Reactivation	ABF	Committee
12	24/11/2023	Calender Updates	Bawa	Club Coordinator
13	24/11/2023	Master Point Update - New Member	ABF	Committee
14	25/11/2023	Master Point Update - New Member	ABF	Committee
15	29/11/2023	Master Point Update	ABF	Club Coordinator
16	29/11/2023	Change of Details	June Keil	Club Coordinator
17	1/12/2023	Invoice 138977438	Westnet	Treasurer
18	1/12/2023	Masterpoint Update	ABF	Club Coordinator
19	1/12/2023	Masterpoint Reports	ABF	Club Coordinator
20	1/12/2023	Master Point Advoce Reactovatopm	ABF	Committee
21	1/12/2023	Invoice 32732	Cleanway Xtra	Treasurer
22	2/12/2023	ABF Website Update	Peter Busch	Club Coordinator
23	4/12/2023	Survey	BAWA	Club Coordinator
24	5/12/2023	Red Point Open Pairs	South Perth	Notice Board
25	5/12/2023	Statement 63Bun03	Sharn Patel	Treasurer
26	5/12/2023	Masterpoint Update	ABF	Club Coordinator
27	6/12/2023	Statement	Cleanway Xtra	Treasurer
28	6/12/2023	Invoice	Danno's Lawnmowingm	Treasurer
29	6/12/2023	Bank Statement	ANZ	Treasurer
30	6/12/2023	Fire Equipment Service	Bell Fire	Secretary
31	6/12/2023	Statement	Cleanway Xtra	Treasurer
32	6/12/2023	Account Application	Treasurer	Committee
33	8/12/2023	Initiative for schools	Robina McConnell	Committee
34	8/12/2023	Apology for Christmas lunch	Sue Cornwall	Secretary
35	8/12/2023	Events for 2024	BAWA	Notice Board