



Bunbury Bridge Club Incorporated

Annual General Meeting Minutes

Meeting Held: 27th August 2022

Location: BBC Clubrooms

1. ATTENDANCE AND OPENING

PRESENT

36 Members as per the attached attendance register

APOLOGIES

21 Members, as listed in the attached Apologies Register, submitted an apology before the meeting

The meeting was opened at 10:31am by Andy Males (President)

2. CONFIRMATION OF PREVIOUS MINUTES

Minutes from the previous AGM held on 4th September 2021 were circulated to attendees before the meeting began.

Esther Saunders moved that these minutes be held as a true record of that meeting. Seconded by Judy Clarke. Carried.

3. PRESIDENTS REPORT

Andy Males read from his prepared report. The full text of the report is attached to these minutes.

Moved for acceptance by Colin Saunders, Seconded Jennie Drennan.

4. TREASURERS REPORT

Club Treasurer Brian Wade presented the Financial Report for 2021/22(attached). Brian reports a total positive cash flow of \$1,902, including receiving a total of \$80 in interest from our \$55,000 invested. Total funds held by the club is \$65,448 including \$10,600 in the cash account. Table fees \$34,258 (an improvement over last year which was affected by COVID), total income \$53,442, and total expenditure \$51,620 – less than last year. Capital expenditure was \$7,889, compared with \$13,571 in the previous year. The state government electricity subsidy expired in March, so net costs for 2021/22 were \$714.

Congress financials show a profit of \$1,540, but this was significantly boosted by sponsorship – without which we would have made a loss. The club is looking at an alternative venue, but it has not yet confirmed.

A token system will be introduced as an optional way of paying table fees, with a nominal starting date of 1st September. This will help the club move away from cash as much as possible. EFTPOS facility has also been considered, but not proceeded with due to transaction costs.

- Gareth Braid asked Brian to clarify the cash on hand figure given it includes an unusual additional sum. Brian replied that indeed the cash on hand on the 30th June figure is inflated by approximately \$2700 due to the club having received an insurance payout for repairs, but the works had not been completed at that date.
- Andy Males discussed how tokens will operate and the potential of increased table fees (to be discussed later in the meeting). Brian confirmed that tokens will be collected from the Treasurer, either by bringing in larger amounts of cash or electronically transferring the money to the club. We will limit purchases to 10 tokens to begin with.

Andy Males read the Auditor's report letter (attached).

John Ferguson moved that the meeting accept the Treasurers report. Seconded by Marianne Viebke. Carried.

5. APPOINTMENT OF AUDITOR

Andy Males moved that we re-appoint Lyndon Edwards for another year. Members present agreed.

6. BRIDGE COORDINATORS REPORT

Brian Wade read from his prepared report on behalf of Marianne Viebke.

The full text of the report is attached to these minutes.

- Esther Saunders added Eliane Boom as another member who has contributed to the lessons.

Colin Saunders moved that we accept Brian's report, Seconded by Minetta Hall. Carried.

**Annual General Meeting Minutes – 27th August 2022****7. MEMBER FEES**

The committee presented an unchanged membership fee, but an increased table fee structure.

	<u>Membership</u>	<u>Table Fees</u>
Ordinary members	\$50	\$6
Associate members	\$20	\$6
Junior/Youth members	\$30 ¹	\$1
Visitors	-	\$8

- Brian Wade noted that the Youth member fees currently do not apply to anyone and are unlikely to get a significant number of them, but Esther is working towards youth development sessions.
- Brian discussed that the increased table fees are intended to keep the club financially strong. It was noted that cleaning costs have increased by 8%, and council rates have increased by 5% this year alone. It is believed table fees were last increased at least 8 years ago. Brian reported that he has run financial forecasts with the existing fee structure, and the proposed fee structure – in this scenario – increases income by approximately \$5000 annually.

Colin Saunders moved that accept this fee structure. Seconded by Stella Dixon. Unanimous vote in favour.

8. APPOINTMENTS TO APPEALS AND FACILITATORS PANELS

An updated list of recommended panel members was proposed to the meeting.

APPEALS PANEL

- Brian Wade
- Esther Saunders

FACILITATORS PANEL

- Patrick Smith
- Esther Saunders

Moved for acceptance by Andy Males, seconded by Gareth Braid. Carried.

9. ELECTION OF MANAGEMENT COMMITTEE

During the nomination period, we received one nomination for each of the *President*, *Vice-President*, *Treasurer* and *Bridge Coordinator* positions, and four nominations for ordinary management committee members. (See attached). As per 12.1(a) and 12.1(c) respectively of the club's rules, these people are declared elected.

- Andy Males called for nominations from the floor for the Secretary position. Judy Clarke nominated Minetta Hall, which was seconded by Margie Mullen. Minetta accepted this nomination. A show of hands showed those attending in support.

The result is that the Management Committee of the Bunbury Bridge Club for 2021/22 is:

<u>Position</u>	<u>Member Nominated & Elected</u>
President	Andy Males
Vice President	Colin Saunders
Treasurer	Norm Hoskin
Secretary	Minetta Hall
Bridge Co-ordinator	Brian Wade
Committee Members	Bob McCartney John Ferguson Margie Mullen Mike Van Wyk

10. NEW BUSINESS**10.1. Special Resolution: Renaming of 'Junior' member type to 'Youth' member**

Brian Wade spoke to this resolution, primarily this is to ensure consistency with the terms used by the ABF.

Brian Wade moved the resolution "**To amend the Bunbury Bridge Club constitution by changing the word 'junior' to 'youth' wherever the word 'junior' is used**". Motion seconded by Gareth Braid.

Andy Males called for a show of hands with resulted in 36 members in favour, and none against or abstaining. Motion succeeded.



Annual General Meeting Minutes – 27th August 2022

10.2. Special Resolution: Approval of expenditure for air-conditioning

Andy Males reported that the genesis of this item was a suggestion received by the management committee supported by 17 members that the

Colin Saunders spoke against the motion, reporting that there are significant faults with the building structure/cladding and that these should be our priority. Colin mentioned loose fascia, repainting the roof, and recladding the exterior of the building as more important, and said it was ludicrous for us to be spending on this item, which we likened to a Rolls Royce solution when these other items need to be done. Colin also mentioned that an air-conditioning contractor, who he asked, believed that adding a split system to the “South” end of the room, and eventually replacing the “North” unit would be sufficient. He referred to the previously suggested cassette units to be ugly-looking box things and said that their attachment to the roof structure was a further unknown factor.

Marianne Viebke reported that a maintenance inspector provided a report to the club on maintenance items about 5 years ago, and she didn't believe the items Colin mentioned were included – asking for these claims to be substantiated. Marianne believed that the fixing and finishing of the cassette units were clear from the quotes obtained at the time and further called for taking the air-conditioning problem away from the Directors.

Patrick Smith asked that we focus on the air-conditioning systems and reported that part of his non-attendance at the club in recent times was because he found it uncomfortable. He believes that the myths of other clubs having similar problems, and the age of the units have been dispelled. Patrick feels that the current units work well when operated correctly. He further reported doing testing of the current system, which worked very well when started early, and that the total cost of the electricity used was in the order of \$3 per hour. Patrick was not in favour of the removal of the ceiling fans, suggested that the roof structure did not suit cassette-style systems – and felt that split-system air conditioners would be better.

Norm Hoskin stated that there is a lot of work to be done, and in his personal view, the current units work great. He believes the main issue is the cold air – drafts – from the units affecting nearby players.

Jock Mullen spoke to the motion being a maximum allowance for the committee to proceed, and the detail of how it is to be achieved will be left to them to implement.

John Ferguson reported also engaging an air-conditioning contractor, and said the result was like that which Colin Saunders mentioned – of not favouring cassettes, with plenty of other options. The preferred option appeared to be replacing the ‘North’ unit and adding a ‘South’ unit for an indicative cost of about \$17,000.

Margaret Duce said that she believes some of the problems are due to people not using the current systems, and that the issues seem worse since the entrance works a few years ago. However, we need a plan for when one of the current systems fail. Margaret further says that she would just like it to be warm.

Esther Saunders queried whether the motion was for the committee to spend up to a total of \$25,000. Andy Males confirmed that this is a maximum and was sure that the committee would prefer to spend less if a suitable solution was possible.

Patrick Smith said that he felt the item was premature, and that we should wait until we have a detailed plan and firm quote.

Fred Clarke reported experiences with excellent air-conditioning systems in Dunsborough, and that he likes the idea of a new unit at the ‘South’ end of the building.

Brian Wade moved that the membership “**approve capital expenditure of up to \$25,000 for air-conditioning system replacement.**” Motion seconded by Esther Saunders.

Andy Males called for voting by show of hands. 31 members voted in favour, 5 against with none abstaining. Motion succeeded with 86% in favour.

11. OTHER BUSINESS

11.1. Youth Bridge (Esther Saunders)

Esther discussed how BAWA, Australian Bridge Federation and the World Bridge Federation are agreeing that the future of Bridge is in Youth bridge. Esther has recently received several tips in introducing cards to ‘youth’, particularly encouraging the use of card games that use standard cards (e.g. not Uno or similar), and moving into trick-taking games. Esther further encouraged members to play cards with younger family members.



Annual General Meeting Minutes – 27th August 2022

12. CLUB PERSON OF THE YEAR

Andy Males discussed our club person of the year has been mentioned several times over the years, unusually is someone who doesn't regularly play at the club, and some members may not have met her. Andy announced that the member recognised this year was June Keil. Andy reported that he had tried to get June to attend the meeting, but unfortunately, this was not possible. Members present applauded in agreement with this announcement.

13. MEETING CLOSURE

Meeting closed at 12:01pm.

SIGNED

ANDY MALES, PRESIDENT

GARETH BRAID, SECRETARY



BUNBURY BRIDGE CLUB INC.
2022 Annual General Meeting

ATTENDANCE REGISTER

Please enter your name below to confirm your attendance at the 2022 AGM held on
Saturday 27th August 2022

ANDY MALES	GARETH BRADY
BRIAN WADE.	STELLA DIXON
MIKE VANWYK	ROBERT BRITZA.
JAN MORGAN	MARIANNE VIEBKE
MINETTA HALL	LOLA LIVINGSTON
JENNIFER DRENNAN.	DI TAYLOR
BOB GARRETT	Joek Muller
Margaret Duce	Margie Muller
Fredaitto	John Bell
JUNE FIEBERT	Margaret Weatherall
Sandra Mani	Jos de Klerk
COLIN SAUNDERS	Norm Hoskin
ESTHER SAUNDERS	Linda Hoskin
BOB M' CARTNEY	Deb Salathid
JAN MAPPHERSON	John D. ^{GILLIAN DISNEY} 35
MARIA DENTON.	Gwen Clarke
PATRICK SMITH.	
JOHN FERGUSON	
JUDY CLARKE-	
FRED CLARKE-	

**BUNBURY BRIDGE CLUB INC.
2022 Annual General Meeting**

APOLOGIES

Apologies for the AGM held on Saturday 27th August 2022 received prior to the day

Sue Cornwell	Kerry McGregor
Carol Hamilton	John Finlayson
Chris Hollingsworth	Tom Hollingsworth
Colleen Skipsey	Kevin Simpson
Helen Fitzpatrick	Neville Fitzpatrick
Mary Clifton	Kay Rose
Joy Gibson	Carmel Forrest
William Hall	Colleen Skipsey
Joyce Trezona	Mary Crawford
Bev Hopley	Kerry Frazer
Mary Boaden	

2021/22 Bunbury Bridge Club President's Report

Andy Males 27th August 2022

I said it last year and it is worth repeating this year, what a wonderful hardworking bridge committee the club has. Brian Wade continues to do a truck load of work for the club as treasurer and just about everything else. Our club person of the year Esther, continues to give it all to helping the club grow with new member teaching. Gareth Braid is our quiet achiever who covers a lot of the background details for the club and President. Vice President Colin is determined to drag us into looking after this building which is a valuable asset for the club. Bob McCartney, John Ferguson and Marianne Viebke all continue to give their personal time to helping our club which is very much appreciated

I would like to thank our Directors, Esther and Colin Saunders, Colin Bell, Brian Wade, Dennis Evans, John Ferguson, Marianne Viebke and our new director Andy Caley for your time and efforts in organising our playing days.

Thank you to our and our card deals, Norm and Linda, Minetta, Anne-Louise, Jan, Neil, Brian, and Colleen. Thanks to Anne-Louise and Andy looking after the kitchen supplies.

And what about the future, the club will continue to do two things well and these are :-

- 1) To provide a place for us all to enjoy our competitive bridge in an enjoyable and social environment.
- 2) To provide financial stability while continuing to improve our building and property.

It is worth listing the main items we have done so far.

Improve the building entrance and front doors.

Upgrade the toilets

Replaced the main windows

Painted the inside of the building

Upgraded the building electrics.

Thank you.

A Males

27/8/2022

BUNBURY BRIDGE CLUB YEJ22 FINANCIAL SUMMARY

Cash Account

Opening Balance (1/07/21)	\$8,790.72
Plus Income	\$53,442.72
Transfers In (+) or Out (-)	\$0.00
Sub-Total	\$62,233.44
Less Expenditure	\$51,620.83
Closing Balance (30/06/2022)	\$10,612.61

Term Deposits

Opening Balance (1/07/21)	\$54,754.92
Plus Interest	\$80.73
Sub-Total	\$54,835.65
Transfers In (+) or Out (-)	\$0.00
Closing Balance (30/06/2022)	\$54,835.65

Reconciliation (30/06/2022)

Cash Balance	\$10,612.61
Add unpresented cheques	\$0.00
Less cash at hand	\$0.00
Sub-Total	\$10,612.61

Total Funds

	1/07/2021	30/06/2022
Cash Account + Cash at hand	\$8,790.72	\$10,612.61
Term Deposits	\$54,754.92	\$54,835.65
Total	\$63,545.64	\$65,448.26

Bank Statement Balance (30/06/2022)

\$10,612.61

YEJ22 INCOME			
Item	Description	2021/2022	2020/2021
1	Monday Bridge	\$7,617.00	\$7,429.00
2	Tuesday Bridge	\$6,505.00	\$4,531.00
3	Wednesday Bridge	\$6,046.00	\$5,352.00
4	Thursday Bridge	\$0.00	\$0.00
5	Friday Bridge	\$7,341.00	\$5,552.00
6	Saturday Bridge	\$5,869.00	\$4,996.00
7	Sunday Bridge	\$0.00	\$0.00
8	Other Bridge	\$880.00	\$740.00

Sub-Total	\$34,258.00	\$28,600.00
------------------	--------------------	--------------------

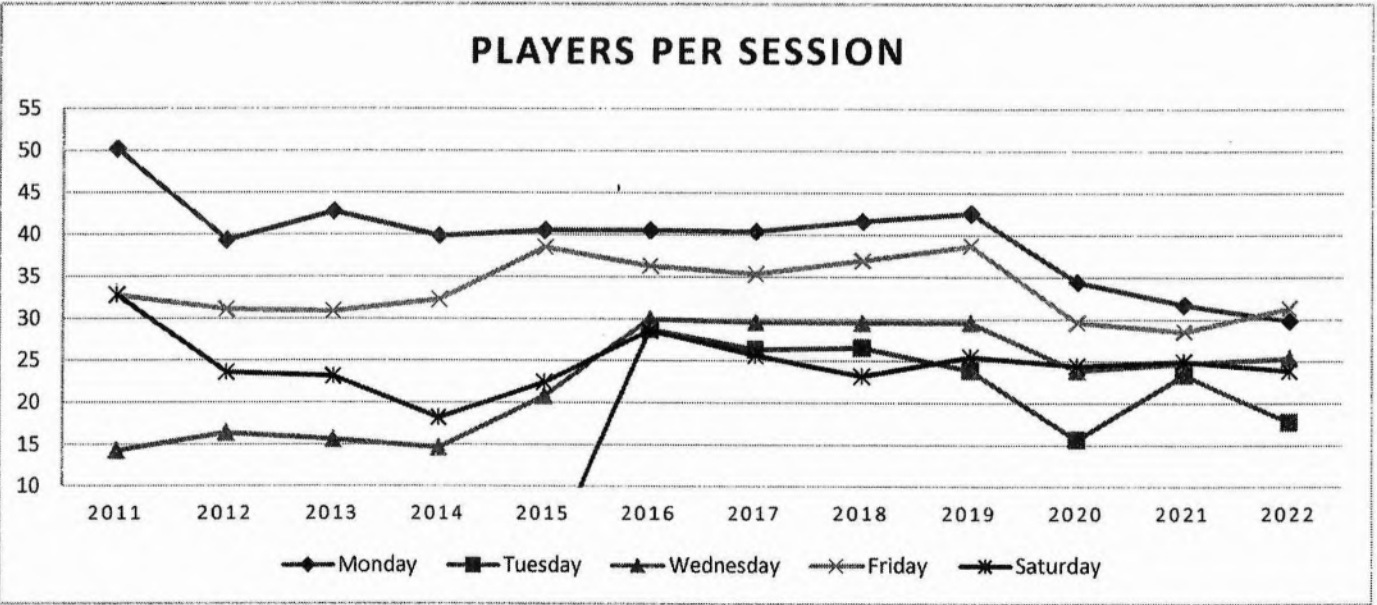
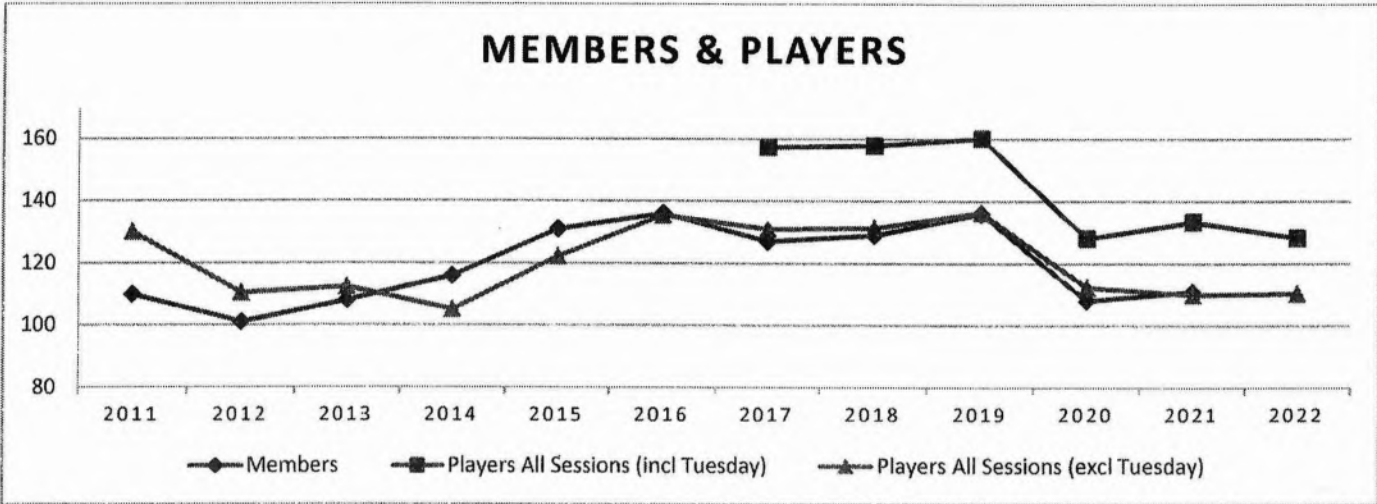
9	Subscriptions	\$5,560.00	\$5,555.00
10	Net Sponsorship (Members)	-\$60.00	-\$180.00
11	Lessons & Training	\$260.00	\$1,355.00
12	Congress	\$9,061.00	\$563.80
13	Disposals	\$0.00	\$0.00
14	Fund Raising/Donations	\$381.00	\$107.50
15	Account Transfers	\$0.00	\$0.00
16	Refunds	\$2,700.00	\$535.00
17	Synergy Credit	\$1,082.72	\$1,917.28
18	Functions	\$200.00	\$535.00
19			\$0.00
20			\$0.00

Total	\$53,442.72	\$38,988.58
--------------	--------------------	--------------------

YEJ22 EXPENDITURE				
Item	Description	2021/2022	%	2020/2021
1	ABF Master Points	\$1,068.76	2.1%	\$612.99
2	ABF Capitation	\$1,802.90	3.5%	\$1,182.20
3	Accounting Audit	\$100.00	0.2%	\$400.00
4	Website	\$300.00	0.6%	\$300.00
5	BAWA	\$1,717.55	3.3%	\$3,086.09
6	Congress	\$7,520.58	14.6%	\$727.05
7	Bridge Supplies	\$2,611.30	5.1%	\$1,263.45
8	Contract Cleaning	\$7,085.71	13.7%	\$5,981.20
9	Fund Raising/Donations	\$891.00	1.7%	\$448.00
10	Equipment/Fittings	\$52.76	0.1%	\$434.27
11	Electricity	\$1,797.50	3.5%	\$1,917.28
12	Cleaning Consumables	\$94.89	0.2%	\$1,220.64
13	Food and Drinks (kitchen)	\$3,278.19	6.4%	\$1,151.37
14	Bathroom Consumables	\$470.61	0.9%	\$473.11
15	Insurance	\$2,855.68	5.5%	\$2,377.89
16	Grounds	\$1,269.24	2.5%	\$3,691.49
17	Office Supplies	\$471.19	0.9%	\$455.10
18	City of Bunbury Rates	\$1,651.00	3.2%	\$1,609.50
19	Water (Aqwest)	\$1,079.21	2.1%	\$1,135.39
20	Sewerage (Water Corp)	\$1,049.16	2.0%	\$1,023.57
21	Repairs & Maintenance	\$1,162.39	2.3%	\$883.20
22	Security	\$506.00	1.0%	\$737.50
23	Lessons & Training	\$1,126.83	2.2%	\$1,090.84
24	Communications	\$1,080.18	2.1%	\$1,079.88
25	Functions	\$1,841.00	3.6%	\$6,516.20
26	Administration	\$657.84	1.3%	\$776.10
27	Capital Works	\$7,889.36	15.3%	\$13,571.50
28	Australian Bridge	\$190.00	0.4%	\$60.00

Total	\$51,620.83	100.0%	\$54,205.81
--------------	--------------------	---------------	--------------------

BUNBURY BRIDGE CLUB YEJ22 CAPEX EXPENDITURE		
Date	Cost	Description
Aug-21	\$480.55	BBC share of neighbour's colorbond fence replacement
Nov-21	\$495.00	New dishwasher
May-22	\$1,552.81	Computer, Stand & Memory (Screen donated by GB)
May-22	\$5,104.00	Switchboard upgrade, upgrade and install emergency exit lights, rewire north end lights
May-22	\$257.00	New Chase Power 850VA/480W UPS (\$198) plus spare battery (\$59)
Total	\$7,889.36	



335 Wellesley Rd
WELLESLEY WA 6233

17 July 2022

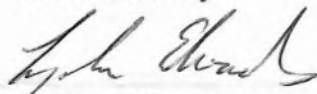
The Committee
Bunbury Bridge Club Inc
PO Box 1098
BUNBURY WA 6231

Dear Committee

I have conducted an audit of the financial records of the Bunbury Bridge Club for the financial year ending June 30th 2022 from Print outs of the monthly statements as well as supporting documents and the bank statements.

I find that the YEJ22 Financial Summary truly reflects the annual transactions shown in the source documents.

Yours faithfully



Lyndon Edwards

Hon. Auditor

BUNBURY BRIDGE CLUB

YEJ22 BRIDGE COORDINATOR'S REPORT

COVID19

Unlike the previous year, there was minimal disruption to club activities apart from players needing to comply with government, ABF, BAWA and club directives regarding vaccinations, social distancing and protective measures (masks). Player numbers were up 5% for the year ending June 2022 compared to the previous corresponding period. The club thanks all members for their adherence to policies and observance of procedures throughout the year to keep as many members as possible safe and healthy.

Lessons & Training

In October 2021, Esther Saunders and her assistants including Joanne, Colin, June, Chris, Di, Dee, Debbie and others embarked on an ambitious program of Tuesday night lessons targeting developing players. In all, 23 lessons were delivered and more are scheduled. Player participation was excellent. A series of four workshops was also provided to assist players to correctly compile a systems card. Esther's work in this space is very much appreciated by both the players and the club. In respect to beginner players, a three week course was completed recently and Esther and Joanne produced a detailed workbook covering the course content.

Congress

For the first time in three years, Bunbury actually held their annual congress in April 2022. Whilst the player numbers were lower than anticipated, the congress was a success with special thanks to Esther (the convenor) and her many assistants who helped with preparatory work and organization over the congress weekend. It is intended to relocate to a different venue for the 2023 congress and this promises to be refreshing and rewarding for all involved.

Club Championships

Club champions for the past year were:-

2021 Peter Morgan Teams Championships: Esther & Colin Saunders, Andy Cayley and Anne-Louise Dubrawski.

2022 Moth Anderson Pairs Championships: Colin & Esther Saunders.

Special Player Achievements

Australia Wide Novice Pairs: Linda and Norm Hoskin achieved 4th placing Australia wide in the <100 master points category and 1st placing in the <50 master point category.

ANC Restricted Qualifying Event: Colleen Skipsey and Brian Wade ranked 1st but unable to represent WA in Adelaide due to prior commitments.

Country GNOT: Colleen Skipsey and Colleen Long ranked 2nd and so join Murray Webber and Kate Boston for the trip to Brisbane in November to play off in the GNOT finals.

Player Numbers

The charts attached to the Treasurer's report show the player participation and number of members from 2011 to the end of July 2022. The charts highlight the impact of COVID in 2020 when both member numbers and player participation dropped significantly. Member numbers have stabilised at around 110 for the past couple of years but there is an expectation that these numbers will reduce again by up to 20 members at the end of this year. Player participation by session is both up and down but it interesting to note that the Friday session now exceeds Monday for the first time as the most popular session. The downward trend in player numbers is a concern as the 'health' of the club is dependent on good playing numbers to ensure financial viability and a general feeling of well-being within the club. We all look forward to better times ahead and hopefully the training and player development sessions will not only encourage new members but also improve the bridge playing standard within the club. These are important challenges for future management committees.

Thanks

Finally, on behalf of Marianne, a thank you to all persons who have contributed to the running of the club over the past year. Many people assist in so many ways and all in a voluntary capacity. In particular, thanks to the directors and the dealers. They give of their time freely and willingly on a continuous basis.

Brian Wade



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
9:00pm on Wednesday 24th August 2022

OFFICE	NOMINEE	NOMINATOR	SIGN, ACCEPTANCE
PRESIDENT: (1 vacancy)			
Andy Males	Andy Males	Robert	[Signature]
VICE PRESIDENT: (1 vacancy)	Colin Sabin	HELEN FITZ	[Signature]
TREASURER: (1 vacancy)	N. Hoskin	L. Hoskin	[Signature]
SECRETARY: (1 vacancy)			

OFFICE	NOMINEE	NOMINATOR	SIGN, ACCEPTANCE
BRIDGE CO-ORDINATOR: (1 vacancy)			
	Brian Wade	N. Hoskin	[Signature]
COMMITTEE MEMBERS: (At least 4 vacancies)			
Bob McCartney	Bob McCartney	N Hoskin	Robert McCartney
	John Ferguson	A. Males	[Signature]
	MARION MUIR	Jack Mullen	[Signature]
	Mike Van Dyke	Brian Wade	[Signature]

Nominees: Members may only be nominated for one position prior to the AGM. By accepting a nomination, you confirm that you are eligible under the *Associations Incorporation Act (2015)* and implies understanding of the role and its duties [as documented in the club's constitution].

Nominations may only be made in writing by either completing this form or by letter to the Secretary.