

Bunbury Bridge Club Incorporated

Annual General Meeting Minutes

Meeting Held: 2nd September 2023

Location: BBC Clubrooms

1. ATTENDANCE AND OPENING

PRESENT

25 Members as per the attached attendance register

APOLOGIES

19 Members, as listed in the attached Apologies Register, submitted before the meeting.

The meeting was opened at 10.30 by Andy Males (President)

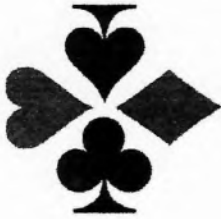
2. CONFIRMATION OF PREVIOUS MINUTES

Minutes from the previous AGM held on 27 August 2022 were circulated to attendees before the meeting began. Colin Saunders moved that these minutes be held as a true record of that meeting, seconded Jo Saunders. Carried.

3. PRESIDENT'S REPORT

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

Moved for acceptance by Esther Saunders, Seconded Judy Clarke.



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4. TREASURER'S REPORT

Club treasurer Norm Hoskin presented the Financial Report for 2022/23 (attached). Norm reports a total positive cash balance of \$11,659.79. The total amount of funds held by the club is \$43,505.38. This is after capital expenditure of \$28,360.59 to cover the costs of Air conditioning, hot water system and 10 new Bridgemates. This was funded by withdrawing from one of our term deposits in an amount of \$23,608.13. Total income \$78,032.02 made up of table fees of \$35,389.00 together with subscriptions, token sales, congress, transfer from term deposit etc. There was a total expenditure of \$76,985.84. Capital expenditure was \$28,360.59 compared with \$7,889.36 in the previous year.

The token system that was introduced as agreed at last years' AGM has been well received by members with most taking up this option of paying table fees.

Norm advised as a matter of interest that the total unit consumption of electricity has reduced since the new air conditioner installation even with the new hot water system.

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

Fred Clarke moved that the meeting accept the treasurer's report. Seconded by Jo Saunders. Carried.

5. BRIDGE CO-ORDINATOR'S REPORT

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

Esther Saunders moved that we accept Brian's report, seconded by John Ferguson. Carried.



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6. APPOINTMENT OF AN OUTSIDE AUDITOR

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

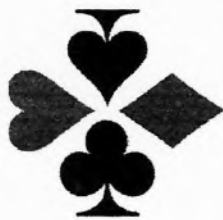
7. MEMBER'S FEES SCHEDULE

The committee agreed to an unchanged membership and table fees' structure.

| | <u>Membership</u> | <u>Table Fees</u> |
|----------------------|-------------------|-------------------|
| Ordinary members | \$50 | \$6 |
| Associate members | \$20 | \$6 |
| Junior/Youth members | \$0 | \$1 |
| Visitors | | \$8 |

8. APPOINTMENTS TO APPEALS AND FACILITATORS PANEL

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



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APPEALS PANEL

Brian Wade

Esther Saunders

FACILITATORS PANEL

John Ferguson

Mike Van Wyk

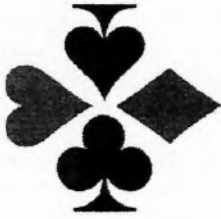
9. ELECTION OF MANAGEMENT COMMITTEE

During the nomination period, we received one nomination for each of the President, Vice-President, Treasurer, Secretary and Bridge Co-ordinator positions, and five 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.

The result is that the management committee of the Bunbury Bridge Club for 2023/24 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 | Jo Saunders |



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| <u>Position</u> | <u>Member Nominated & Elected</u> |
|-------------------|---------------------------------------|
| Committee Members | John Ferguson |
| | Mike Van Wyk |
| | Christine Hollingsworth |
| | Bev Hopley |
| | Brian Hanson |

10. CLUB PERSON OF THE YEAR

Andy Males discussed our club person of the year. Andy announced that the member recognised this year is NORM HOSKIN. Andy advised that his decision was fully supported by the committee who recognised Norms' enormous contribution in both time and effort with the installation of the HWS and Airconditioning. Members present applauded in agreement with this announcement.

11. OTHER BUSINESS – LIFE MEMBERSHIP

A nomination was put forward by Colin Bell to honour a member of our club for Life Membership. Over the years since the club's inception, we have had people who have been honoured in this way. They gained their life membership for exceptional contributions to the management of the club. They also demonstrated a high quality of service enhancing the reputation and future of the club.

The person we honour today fulfils all these traits and his achievements include:-



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Membership of the club since 2007

Served on committee for at least 7 years holding positions of treasurer and club Co-ordinator.

Head of technical department 8+ years

Gave time to demonstrating the use of the card dealing machine to volunteer workers, also kept the dealing machine in working order.

Set up rosters for this dealing machine and rosters for our club directors.

Gave time to help future directors gain their certificate.

Set up a file for directors to follow.

Spent 6 months or more on updating our constitution to satisfy government requirements.

Lastly this person has always been ready to give assistance where necessary.

This honour was bestowed on **BRIAN WADE** by the committee and all members agreed, all applauded to confirm this.

Meeting closed at 11.40 pm.

ANDY MALES, PRESIDENT

MINETTA HALL SECRETARY



BUNBURY BRIDGE CLUB INC.
2023 Annual General Meeting

ATTENDANCE REGISTER

Please enter your name below to confirm your attendance at the 2023 AGM held on
 Saturday 2nd September 2023

| | |
|-----------------------|------------------|
| Andy Blales ✓ | Jan Morgan ✓ |
| Blinetta Hall ✓ | Gillian Disney ✓ |
| Norm Hoskins ✓ | hona hewington ✓ |
| Margie Mullen ✓ | FREIDA EVANS ✓ |
| Kerry mcgregor #61 ✓ | JOCK MULLEN ✓ |
| Jo Saunders ✓ | |
| Esther Saunders ✓ | |
| Colin Saunders ✓ | |
| Judy Clarke ✓ | |
| Fred Clarke ✓ | |
| JANE FIEGERT ✓ | |
| KEN ROACH ✓ | |
| Brian Ward ✓ | |
| Jos de Kleck ✓ | |
| Dennis Evans ✓ | |
| leolin Bell ✓ | |
| Anna Paines ✓ | |
| John Ferguson ✓ | |
| Chris Hollingsworth ✓ | |
| Lida J... ✓ | |

25

**BUNBURY BRIDGE CLUB INC.
2023 Annual General Meeting**

APOLOGIES

Apologies for the AGM held on Saturday 2nd September 2023 received prior to the day

| | |
|-----------------|-------------------|
| Sue Cornwall | MARIONNE VIEBKE |
| Mary Clifton | WILLIAM HAN |
| Melba von Wyk | Julie Bolton. |
| JOY GIBSON | TRISH HAYCOX |
| D Salathiel | E. NORTON |
| Don Skppard | Colleen Skippsey. |
| Tammara | J. Brennan |
| Marg Duce | Pan & Alec |
| Alan | |
| J. J. Mulvaney | |
| DI TAYLOR | |
| Steve | |
| Kevin Spivack | |

2022/23 Bunbury Bridge Club President's Report
Andy Males 2th September 2023

As has been the case in previous years, it has been a pleasure to work with your wonderful bridge committee. Minetta Hall and Norm Hoskins have contributed outstanding work for their first year on the committee as secretary and treasurer respectively. Brian Wade continues to do a huge amount of work for the club as Bridge Coordinator. He will be missed on the committee next year, however, he has offered to continue his support and expertise.

Vice President Colin Saunders is continuing to action items to look after our building which this year saw the upgrading of our building electrics plus the hot water system.

As well as looking after the treasury position and new chip payment system, Norm took on the management of the new air conditioning installation. What a magnificent job. Norm used his working skills to the max, resulting in significant expenditure savings for the club.

Bob McCartney, John Ferguson and Mike Van Wyk all continue to give their personal time to helping our club which is very much appreciated. After 6 years Bob has decided to have well-earned rest from the committee, well done Bob!

Mike also ran a very successful beginners program for people wanting to learn bridge.

Our Congress continues to improve under the leadership of Esther Saunders (and her family) and with the new venue it is looking to grow for the future.

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

Thank you to our card dealers, Norm and Linda Hoskins, Minetta Hall, Jan Macpherson, Neil Weir, Brian Wade and Colleen Skipsey.

Thank you to Colleen Skipsey for looking after the kitchen supplies throughout the year.

A heart felt thankyou to all our volunteers for supporting our Club.

I believe the future of the Bunbury Bridge Club is firmly set to continue to provide a place for everyone to play Bridge in an enjoyable and social environment.

Thankyou.
A Males

BUNBURY BRIDGE CLUB YEJ23 FINANCIAL SUMMARY

Cash Account

| | |
|-------------------------------------|----------------------|
| Opening Balance (1/07/22) | \$10,612.61 ✓ |
| Plus Income | \$54,423.89 |
| Transfers In (+) or Out (-) | \$23,608.13 ✓ |
| Sub-Total | \$88,644.63 |
| Less Expenditure | \$76,985.84 ✓ |
| Closing Balance (30/06/2023) | \$11,658.79 ✓ |

Term Deposits

| | |
|-------------------------------------|--------------------|
| Opening Balance (1/07/22) | \$54,835.65 |
| Plus Interest | \$619.07 |
| Sub-Total | \$55,454.72 |
| Transfers In (+) or Out (-) | -\$23,608.13 |
| Closing Balance (30/06/2023) | \$31,846.59 |

Reconciliation (30/06/2023)

| | |
|-------------------------|----------------------|
| Cash Balance | \$11,658.79 |
| Add unpresented cheques | \$0.00 |
| Less cash at hand | \$0.00 |
| Sub-Total | \$11,658.79 ✓ |

Total Funds

| | 1/07/2022 | 30/06/2023 | |
|-----------------------------|--------------------|----------------------|--------------------|
| Cash Account + Cash at hand | \$10,612.61 | \$11,658.79 | |
| Term Deposits | \$54,835.65 | \$31,846.59 | 31846.59 8/12/2023 |
| Total | \$65,448.26 | \$43,505.38 ✓ | <u>31846.59</u> |

Bank Statement Balance (30/06/2023)

| |
|--------------------|
| \$11,658.79 |
|--------------------|

| YEJ23 INCOME | | | |
|---------------------|------------------|------------|------------|
| Item # | Description | 2022/2023 | 2021/2022 |
| 1 | Monday Bridge | \$8,385.00 | \$7,617.00 |
| 2 | Tuesday Bridge | \$6,058.00 | \$6,505.00 |
| 3 | Wednesday Bridge | \$5,605.00 | \$6,046.00 |
| 4 | Thursday Bridge | \$198.00 | \$0.00 |
| 5 | Friday Bridge | \$8,198.00 | \$7,341.00 |
| 6 | Saturday Bridge | \$6,177.00 | \$5,869.00 |
| 7 | Sunday Bridge | \$0.00 | \$0.00 |
| 8 | Special Events | \$768.00 | \$880.00 |

| | | |
|------------------|--------------------|--------------------|
| Sub-Total | \$35,389.00 | \$34,258.00 |
|------------------|--------------------|--------------------|

| | | | |
|-------|------------------------|-------------|------------|
| 9 | Subscriptions | \$4,885.00 | \$5,560.00 |
| 11659 | Net Token Sales | \$2,646.00 | \$0.00 |
| 11660 | Lessons & Training | \$1,315.00 | \$260.00 |
| 11661 | Congress | \$9,165.00 | \$9,061.00 |
| 11662 | Disposals | \$0.00 | \$0.00 |
| 11663 | Fund Raising/Donations | \$530.10 | \$381.00 |
| 11664 | Account Transfers | \$23,608.13 | \$0.00 |
| 11665 | Refunds | \$341.79 | \$2,700.00 |

| YEJ23 EXPENDITURE | | | | |
|--------------------------|---------------------------|------------|-------|------------|
| Item # | Description | 2022/2023 | % | 2021/2022 |
| 1 | ABF Master Points | \$993.66 | 1.3% | \$1,068.76 |
| 2 | ABF Capitation | \$1,737.85 | 2.3% | \$1,802.90 |
| 3 | Accounting Audit | \$100.00 | 0.1% | \$100.00 |
| 4 | Website | \$330.00 | 0.4% | \$300.00 |
| 5 | BAWA | \$1,263.62 | 1.6% | \$1,717.55 |
| 6 | Congress | \$7,046.15 | 9.2% | \$7,520.58 |
| 7 | Bridge Supplies | \$2,113.39 | 2.7% | \$2,611.30 |
| 8 | Contract Cleaning | \$7,935.42 | 10.3% | \$7,085.71 |
| 9 | Fund Raising/Donations | \$855.00 | 1.1% | \$891.00 |
| 10 | Equipment/Fittings | \$1,528.51 | 2.0% | \$52.76 |
| 11 | Electricity | \$2,114.46 | 2.7% | \$1,797.50 |
| 12 | Cleaning Consumables | \$64.70 | 0.1% | \$94.89 |
| 13 | Food and Drinks (kitchen) | \$2,871.95 | 3.7% | \$3,278.19 |
| 14 | Bathroom Consumables | \$362.41 | 0.5% | \$470.61 |
| 15 | Insurance | \$3,371.34 | 4.4% | \$2,855.68 |
| 16 | Grounds | \$4,278.69 | 5.6% | \$1,269.24 |
| 17 | Office Supplies | \$582.36 | 0.8% | \$471.19 |
| 18 | City of Bunbury Rates | \$1,804.00 | 2.3% | \$1,651.00 |
| 19 | Water (Aqwest) | \$1,682.18 | 2.2% | \$1,079.21 |

| | | | |
|----|----------------|----------|------------|
| 17 | Synergy Credit | \$0.00 | \$1,082.72 |
| 18 | Functions | \$140.00 | \$200.00 |
| 19 | | | |
| 20 | | | |

| | | | |
|--------------|--|--------------------|--------------------|
| Total | | \$78,032.02 | \$53,502.72 |
|--------------|--|--------------------|--------------------|

| | | | | | |
|----|-----------------------|---------------|-------|------------|---|
| 20 | Sewerage (Water Corp) | \$1,075.38 | 1.4% | \$1,049.16 | ✓ |
| 21 | Repairs & Maintenance | \$660.03 | 0.9% | \$1,162.39 | ✓ |
| 22 | Security | \$601.70 | 0.8% | \$506.00 | ✓ |
| 23 | Lessons & Training | \$1,568.21 | 2.0% | \$1,126.83 | ✓ |
| 24 | Communications | \$1,080.18 | 1.4% | \$1,080.18 | ✓ |
| 25 | Functions | \$1,961.70 | 2.5% | \$1,841.00 | ✓ |
| 26 | Administration | \$86.00 | 0.1% | \$657.84 | ✓ |
| 27 | Capital Works | ✓ \$28,360.59 | 36.8% | \$7,889.36 | ✓ |
| 28 | Australian Bridge | \$340.00 | 0.4% | \$190.00 | ✓ |

| | | | | |
|--------------|--|--------------------|---------------|--------------------|
| Total | | \$76,985.84 | 100.0% | \$51,620.83 |
|--------------|--|--------------------|---------------|--------------------|

| BUNBURY BRIDGE CLUB YEJ23 CAPEX EXPENDITURE | | |
|--|--------------------|-------------------------------------|
| Date | Cost | Description |
| Jul-22 | \$2,805.28 | Hot water system supply and install |
| Nov-22 & Feb-23 | \$23,335.31 | Air Conditioning |
| Dec-22 | \$2,220.00 | Bridgemates (x10) |
| | | |
| | | |
| Total | \$28,360.59 | ✓ |

335 Wellesley Rd
WELLESLEY WA 6233

20 July 2023

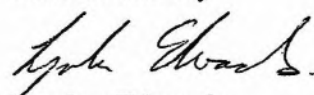
The Committee
Bunbury Bridge Club Inc
PO Box 1098
BUNBURY WA 6231

Dear Committee

I have conducted an audit of the financial records of the Bunbury Bridge Club for the financial year ending June 30th 2023 from Print outs of the monthly statements as well as supporting documents and the bank statements.

I find that the YEJ23 Financial Summary truly reflects the annual transactions shown in the source documents.

Yours faithfully



Lyndon Edwards

Hon. Auditor

BUNBURY BRIDGE CLUB

YEJ23 BRIDGE COORDINATOR'S REPORT

Lessons and Player Development

This year, for the first time, Mike Van Wyk conducted the beginners' classes. Mike was delighted with the response he received and a number of the beginners have continued their bridge through attendance at the Tuesday sessions. Esther Saunders also continued her player development program. The Tuesday supervised sessions attracted an average of 19 players per session, excluding player development nights, for the 12 months ending 30th June. Mike Van Wyk and Chris Hollingsworth have devoted their time and effort to ensure the ongoing success of Tuesday nights. A big thank you to Mike, Chris and Esther for their dedication in trying to introduce new players to the game and developing the skills of those players who have moved beyond the beginner stage.

Congress

The 2023 congress was a successful event due to the support provided by many club members, the leadership shown by Esther as the convenor and the selection of the Australind and Districts Seniors Citizens Centre as the venue. Some tweaking will occur for the 2024 congress and hopefully more players will participate on the back of the success achieved this year. I also acknowledge the financial support for the event provided by William Barrett & Sons, Qube Holdings, Aqwest and Southern Ports.

Club Championships

Club champions for the past year were:-

2022 Peter Morgan Teams Championships: Colleen Long, Colleen Skipsey, Judy Clarke and Joanne Saunders. Special thanks to Jan Morgan for supporting this event with prizes.

2023 Moth Anderson Pairs Championships: Judy & Fred Clarke.

Other Notable Achievements

Australia Wide Novice Pairs: Margie and Jock Mullen were outright winners of the event with a commanding percentage of 80.4%. Well done Margie and Jock.

Country GNOT: Colleen Skipsey and Colleen Long made the trip to Brisbane to represent country WA in the GNOT finals.

Geographe Cup: In 2022, the event was held in Busselton and Bunbury was successful in bringing the cup back home. In 2023, Bunbury hosted the event and were successful in retaining the cup for another year.

Player Numbers

The 22/23 financial year unfortunately resulted in the lowest average player participation recorded for the past 12 years. There are many reasons for this including reduced membership, the lingering impacts of the pandemic, members 'hitting the road', online bridge, illness and personal circumstances. A pleasing aspect of the numbers though was that the player participation rate, measured as average attendance per member, actually increased slightly. Membership numbers increased following the beginners lessons and this should continue but will be offset by the traditional loss of members who choose not to renew their memberships during the membership renewal period.

New Volunteers

I earlier mentioned the contributions that Mike Van Wyk and Chris Hollingsworth have made to the beginners program and the Tuesday supervised sessions. In a club that is ever reliant on willing volunteers, I also highlight that Mike has embarked on the challenging path of learning the craft of directing and note that he has been directing Wednesday night sessions for some time now. In addition, I thank Maria Denton and Mary Crawford for taking up the role as dealers. The combined contributions by all volunteers helps keep the club functioning for the benefit of all members.

Charity Week

This year, the Salvation Army was the beneficiary of \$655 raised during the club's annual charity week. Thank you to everyone who contributed to that outcome.

Thanks

Finally, as I will not be renewing my involvement with the committee, may I take this opportunity to thank everyone who has contributed in some way towards the running of the club. From my perspective, I particularly refer to the directors and the dealers who ensured that the 247 bridge sessions conducted throughout the financial year were properly managed and resourced. Your contributions should not be under-estimated.

Thank you and I hope all members continue to enjoy their game of bridge.

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

10:00am on Wednesday 30th August

| OFFICE | NOMINEE | NOMINATOR | SIGN, ACCEPTANCE |
|---------------------------------------|----------------|---------------|--------------------|
| PRESIDENT: (1 vacancy) | Andy Males | MINETTA HAZEL | <i>[Signature]</i> |
| | | | |
| | | | |
| VICE PRESIDENT: (1 vacancy) | Colin Saunders | N. Hall | C. Saunders |
| | | | |
| | | | |
| TREASURER: (1 vacancy) | N. Hoskin | A. Males | <i>[Signature]</i> |
| | | | |
| | | | |
| SECRETARY: (1 vacancy) | MINETTA HAZEL | Andy Males | <i>[Signature]</i> |
| | | | |
| | | | |

| OFFICE | NOMINEE | NOMINATOR | SIGN, ACCEPTANCE |
|---|-----------------|---------------|--------------------|
| BRIDGE CO-ORDINATOR: (1 vacancy) | Jo Saunders | J. Saunders | <i>[Signature]</i> |
| | | | |
| | | | |
| COMMITTEE MEMBERS: (At least 4 vacancies) | J. Ferguson | A. Males | |
| | C Hollingsworth | Andy Males | <i>[Signature]</i> |
| | B. Hoploy | R. M. Castney | B.M. |
| | M Van Wyk | A. Males | <i>[Signature]</i> |
| | B. HANSON | G. Hopkins | <i>[Signature]</i> |
| | | | |
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| | | | |

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.