



Bunbury Bridge Club Inc Management Committee Meeting

Minutes 13th April Meeting 2026

Agenda

1. Members present: Norm Hoskin, Colin Saunders, Joan Gribble, Gwen Clarke, Brian Wade, Maria Denton, Steve Mellett, Fiona Owen, Colleen Skipsey, Mike Van Wyk

2. Apologies: -

3. Minutes of Previous Meeting

Moved for acceptance: Maria Denton; and Seconded: Steve Mellett.

4. Business arising from Previous Minutes

4.1 Barge Board Quotes (Steve Mellett)

A quote obtained by Colin Saunders to repair and paint two coats to the fascias of the north and south sides at Bunbury Bridge Club \$1650 (including GST) was provided by Osborne Painting Service.

Another quote for the same job was obtained by Steve Mellett from Paint Fresh for \$3000.

The Committee accepted the quote from Osborne Painting Service.

Action: Colin Saunders to inform Rob Osborne of the Committee's decision. The date for commencing the work will be notified at a later time (see below).

The need for the repair to the internal gutter behind the Air Conditioner was raised. This work needs to occur before the fascia work is undertaken. It was agreed that the gutter be painted and rust be repaired up to a cost of \$500.

Action: Colin Saunders to seek out a quote for the painting of and repairs to the internal gutter.

4.2 Honour Boards (Norm Hoskin)

In progress.

4.3 Microwave Mounting (Norm Hoskin)

In progress.

4.4 TBIB Insurance Quote (Norm Hoskin)

A quote was obtained from TBIB for \$5000 with Allianz Insurance. Chubb Brokers have been used by the Club for several years and have provided a good service. Last year the Insurance for the Building and Contents was \$4400. The Insurance is due for renewal in May and a broker will be decided upon at the May meeting.

Further discussion focussed on obtaining a valuation of the Club building. The Committee agreed that a valuation should be undertaken before the renewal of the Insurance. It was estimated that the land value of the Club premises would be approximately \$750,000 based on Council rates currently paid (on unimproved land).

Action: Norm Hoskin to organise a valuation of the Club premises.

4.5 Sign for Bunbury Machinery (Colin Saunders)

In progress.

4.6 Replacement of Treasurer's Computer (Gwen Clarke)

The Treasurer purchased a refurbished computer from Australia Computer Traders for \$485. Brian Wade set the computer up with the spreadsheet used for managing and reporting the Club's finances.

4.7 Mobile Phone Sign (Steve Mellett)

In progress.

4.8 Cleaning of Clubrooms (Mike Van Wyk)

Mike Van Wyk tabled his report following the meeting he had with Bruce Curriarello, Manager of CleanwayXtra on the 16th March 2026 (see Attachment 1). Attachment 1 also contains a list of the tasks undertaken by the cleaner but not accompanied by itemised time and frequency for each cleaning task.

The Committee decided that Monday would be a preferable day for cleaning (with Thursday to remain as is). The expectation is that the toilets and tiled floors will be cleaned both days. There was uncertainty about how often the carpets were vacuumed.

Action: Mike Van Wyk to follow up with CleanwayXtra about changing the Tuesday cleaning day to a Monday and check with the cleaner about the schedule for cleaning tasks.

Mike Van Wyk will continue to be the liaison person for the Club with CleanwayXtra and Joan Gribble will be the second point of contact when required.

The Committee decided that the carpet will be steam cleaned each year.

4.9 Personal Scorers (Brian Wade)

The printing of the personal scorers is completed and these are now available for use (once the old scorers have been expended).

4.10 Bridge Timer Trial (Brian Wade)

The Bridge Timer Phase 1 of the Trial is progressing as Directors familiarised themselves with its operation. In general, Directors and players have provided positive feedback about the change to the Bridge Timer.

Brian Wade mentioned that pre-set timer functions did not include Tuesday nights at this stage but he was investigating adding to the number of pre-set times allowed by the software.

As Part 2 of the Trial, Brian Wade will investigate the long term use of other screens at the Club and report back to the Committee.

Thanks were extended to Mike Van Wyk for his contribution to getting the Bridge Timer functioning at the Club.

5. Correspondence Report

The Correspondence Report was tabled (see Attachment 2).

Moved for acceptance: Mike Van Wyk; and Seconded: Norm Hoskin.

6. Treasurer's Report

The Treasurer's Report was tabled (see Attachment 3). It was noted that on 31 May 2026, a direct debit payment of \$7,466.22 was processed on the Club's Working Account. Due to the diligence of the President and

Treasurer with phone calls, meetings and significantly reducing the daily payment limit for the Account, a stop direct debit was placed on the Account and a merchant was contacted to request the return of the funds. On 7 April 2026, the funds were successfully reversed back into the Account.

The Treasurer suggested that the Club should carry less money in its Working Account.

Action: Gwen Clarke will further investigate managing direct debits in the Working Account.

The expenditure for March has been within forecast. The cash at hand for March was \$28,822.72 and the term deposit \$35,808.03 (\$64,630.75 total).

Moved for acceptance: Colin Saunders; and Seconded: Colleen Skipsey.

7. Bridge Coordinator's Report (see Attachment 4)

The Bridge Coordinator reported that:

- The beginners group is now fully integrated into the Tuesday night session of play;
- The Moss Andersson Pairs Championship was a successful day;
- The next major event is the Bunbury Congress and followed by the Australia Wide Novice Pairs on May 26th;
- The Bridge Timer appears to have wide acceptance;
- Player attendance, compared to February, increased by an average of eight players; and
- At the end of March the membership stood at 122.

The main discussion from the Report centred around the Pairs and Teams Club Championships being run over two days. The Teams Championships will remain a one day event for 2026 as advertised in the Club Handbook. However, the idea to run the Club Championships over two weeks - one session per week - will be trialled next year. Feedback from members will be considered closely.

Moved for acceptance: Mike Van Wyk; and Seconded: Gwen Clarke.

8. Other Business

8.1 Resignation of Bridge Coordinator (Chris Hollingsworth)

Chris Hollingsworth has formally resigned from her position as Bridge Coordinator for the Club.

8.2 Draft Secretary Role and Responsibilities Statement (Joan Gribble)

The Secretary Role and Responsibilities Statement (see Attachment 5) was accepted by the Committee with the additional responsibility to report annually to the ATO by completing the NFP Self Review.

8.3 Support for Juniors' ANC Team (Norm Hoskin)

The Committee decided to support Sean Elliott's and Dean Mainstone's participation in the upcoming National Championships in Canberra with a \$125 each donation. An anonymous donor has sponsored these participants with \$250 to help with costs. Further sponsorship will be provide by BAWA.

8.4 Further Lessons for Juniors in April (Joan Gribble)

Lessons to be conducted during the April school holiday were advertised on the Club's website. However, there was no uptake for the lessons. Esther Saunders is planning to initiate a Card Club at Bunbury Grammar in third term.

8.5 Swapping Congress Dates with Albany Bridge Club (Esther Saunders)

The idea of swapping the Bunbury Congress dates with Albany Bridge Club has been informally discussed over a lengthy period of time. The Committee decided that a letter be sent to the Albany Bridge Club Committee to see if the idea is amenable to them.

Action: Joan Gribble to write letter re the matter.

8.5 Rotation of N/S and E/W Sit Outs (Brian Hanson)

The idea of rotation of N/S and E/W sit outs in Mitchell movements was fully endorsed by the Bridge Coordinator. Brian Wade will write to Directors to outline the process. However, when the movement is a Share and Bye the sit out automatically will be E/W.

Action: Brain Wade to communicate with Directors.

9. Matters Tabled at the Meeting

9.1 Busy Bee

A Busy Bee will be held on Thursday 23rd April to tidy up the patio area and set up the Clubrooms in readiness for the Bunbury Congress.

9.2 Gum Tree (Balgore Way side of the Clubrooms)

The gum tree presents a danger with the possibility of large limbs falling on cars and the building. The removal, or not, of the tree will be discussed by the Committee at the next meeting.

9.3 Etiquette Cards

Etiquette Cards have been provided by Cathy Broadbent for consideration by the Committee. The Committee will review the Cards for use at the next meeting.

9.4 IMPs Notices

Notices have been posted on the website in readiness for sessions of play on Monday 20th and Friday 24th April using IMPs scoring.

9.5 Beginners Lessons

Esther Saunders has expressed concern that some participants in the Beginners Lessons had no intent of continuing their bridge playing at the club but considered attending the next wave of lessons earmarked for June. One main outcome of the lessons is to build Club membership

At the next meeting the Committee needs to consider ways in which all participants in future Beginners Lessons can be encouraged to continue playing bridge at the Club.

9.6 Thank You Dee Enders

A letter of thanks will be sent to Dee Enders for her considerable work on the Club's Library collection.

Next meeting: 11th May 2026 10am