Bunbury Bridge Club Incorporated
Annual General Meeting

5th September 2026
Bunbury Bridge Clubrooms

DRAFT Minutes

1. Welcome and Opening

The meeting commenced at 10.00 am with President Norm Hoskin welcoming Club Members to the meeting.

2. Quorum, Apologies and Absentee Voting

A quorum for the meeting was met with 27 financial members attending (see attached Attendance Form). Fifteen apologies were recorded (see attached Apologies Form). No Absentee Voting Forms were received.

3. Confirmation of Previous Minutes (AGM 5th September 2025)

Minutes of the meeting were circulated to attendees. (Note that the draft of minutes was posted on the Club's Website by the end of September 2025).

A motion to confirm the minutes was proposed by Lola Levingston and seconded by Colin Saunders. The motion was carried by a show of hands.

4. President's Report

President Norm Hoskin read from his prepared report (see attached President's Report) and thanked Committee members and Club members for helping to make the year successful and productive. Dealers were thanked as was Esther Saunders for her work with Youth Bridge, senior player development and the Bunbury Congress. The President mentioned the new addition of 40 chairs, replacement of the back door, the new TV, a new printer and the replacement of the Treasurer's laptop. The President confirmed that all recommendation made in the 2016 Building Report, other than the entry portico, have now been completed.

A motion to accept the Report was proposed by Joan Gribble and seconded by Colin Saunders. The motion was carried by a show of hands.

5. Financial Statement and Report

The Treasurer Gwen Clarke tabled the Financial Summary for the financial year ending the 30th June 2026. Based on the review of monthly statements, supporting documents and bank statements, Lyndon Edward (Hon. Auditor) found that the Financial Summary truly reflected the annual transactions of the Club (see attached letter).

Gwen Clarke reported that there had been no real change or difference in the transactions over the financial year compared to those of the previous two financial years. The main expenditure for the financial year, above the usual operational

costs of approximately $6,500, mainly were related to the painting and repairing of the building's external gutters, the new chairs and the new TV screen.

The Bendigo Bunbury is now the Club's banking facility. The change in the Club's banking facility was brought about to mitigate against the debit card frauds that occurred this year. The Treasurer also has adopted a working capital optimisation strategy with the Bendigo accounts. The Club's Business Account has been reduced to $12,832.59 at the end of the financial year. The Term Deposit has been increased. There is $43,710.19 in Term Deposit for 12 months at a 4.8% interest rate and with a one month notice to withdraw from the deposit. TheTerm Deposit matures on the 20th August 2027.

A motion to accept the Report was proposed by Esther Saunders and seconded by Maria Denton. The motion was carried by a show of hands.

Brian Hanson queried whether the Financial Summary could be provided to members prior to the AGM. Norm Hoskin pointed out that the Financial Summary was not significantly different from the August Financial Report. The query will referred to the Management Committee for consideration.

Norm Hoskin congratulated Gwen Clarke on her outstanding contribution to the Club as Treasurer over the past two years. The management and recovery of funds related to debit card frauds were especially well managed.

6. Appointment of an Auditor

Lyndon Edward once again has provided a vital service to the Club.

A motion that Lyndon Edwards continue as the Club's reviewer of financial records was proposed by Gwen Clarke and seconded by Di Taylor. The motion was carried by a show of hands.

7. Bridge Coordinator's Report

Brian Wade spoke to his written Bridge Coordinator Report (see attached Report) which highlighted the production of the Club Handbook, the more general use of Mitchell Movements, the focus on player development at Tuesday night sessions and the Dealers' dedicated service. The major event for the year was the Congress. It was a successful and enjoyable event for all participants.

An important part of the Bridge Coordinator role has been to attend to the many IT matters that arise throughout the year. This aspect cannot be neglected and will require the Management Committee to manage carefully in times ahead. Prior to Christine Hollingsworth's illness, the Management Committee has made moves to "spread the load" of the Bridge Coordinator role. This resulted in Steve Mellett taking on specific tasks and he was thanked for his help over the past nine months. The importance of the Dealers' role was highlighted and new Dealers Pam Studsor, Di Taylor and Steve Mellett were thanked for joining the team. Jan MacPherson was especially thanked for volunteering as a Dealer for several years.

A significant project during the first half of the year was the installation of the TV screen. Mike Van Wyk evaluated the usefulness of the Bridge Timer and Brian Wade followed through with organising the use of the Bridge Timer, its connection to the TV screen and the purchase and installation of theTV screen.

Club Championship events will change from a single day event to a two consecutive Saturdays event commencing in 2027. The Teams Club Championships have been renamed the Morgan & Offer Teams Championships. Bunbury was successful in wrestling the Geographe Cup from Busselton in June.

Attendance for the year averaged 27 players per session. This is slightly higher compared to the previous year. Current membership is 123 including Youth and Associates.

Brian thanked Directors, Dealers and support staff for their assistance in achieving the goal of keeping the bridge program flowing smoothly. Brian announced his retirement from the Bridge Coordinator role.

A motion to accept the Report was proposed by Colleen Skipsey and seconded by Gareth Braid. The motion was carried by a show of hands.

8. Fees Schedule

Norm Hoskin introduced this item with an overview of the future considerations for Club members. The Clubrooms have recently been valued by Acumentis at $950,000. The 2016 Building Report documented several aspects of the Clubrooms which required attention. All of these have been attended to except the entrance portico. The windows have been replaced, the entry renovated and the air conditioning installed.

Further, there has been attention paid to the compliance of the building and some matters such as an evacuation plan and muster point need to be addressed. A quote to clad over the asbestos external walls has been given at $25,000. The roof is showing signs of needing repairs, the insulation in the ceiling is breaking down and the side and back door require weather proof cladding. Colin Saunders suggested that to address the crumbling insulation problem a false ceiling may be a consideration.

To plan for such considerations and the rising cost of the general running of the building, the Management Committee proposed that :

> Membership fees for ordinary members and associate members remain the same - $70 and $30; and
>
> Table Fees increase to $7 for members, Visitor Fees to $9 and Youth Fees to $7.

Attendees at the meeting debated the need for an increase to the Youth table fees.

As chair of the meeting, Norm Hoskin asked the meeting attendees to consider the different fees separately.

Members Fees
John Ferguson proposed a motion that the membership fees remain the same as tabled. The motion was seconded by Brian Wade and carried with a show of hands.

Table Fees for Members
When questioned about other club table fees, Gwen Clarke informed the meeting that clubs with similar members numbers to Bunbury set table fees around $7 or $8.

Di Taylor proposed a motion that table fees for members be set at $7. The motion was seconded by Linda Hoskin and carried with a show of hands. Four members voted against the motion.

Visitor Fees
Norm Hoskin proposed a motion that table fees for visitors be set at $9. The motion was seconded by Linda Hoskin and carried with a show of hands. Two members voted against the motion.

Youth Table Fees
Attendees' discussion centred on the need to increase the Youth table fees to such an extent. Suggestions were made that the fees should be more in the vicinity of $2 or $3. Judy Clarke stated that she thought $5 was a reasonable compromise.

Norm Hoskin proposed a motion that table fees for Youth be set at $5. The motion was seconded by Linda Hoskin and carried with a show of hands. One member voted against the motion.

The new table fees will commence on January 1st using red tokens to smooth the transition to the increase in table fees.

9. Appointment of Appeals Panel and Facilitators Panel

The current Appeals Panel of Brian Wade and Esther Saunders was re-confirmed. A motion to accept the re-confirmation was moved by Norm Hoskin and seconded by Colleen Skipsey. The motion was carried by a show of hands.

Also, re-confirmed was the Facilitators Panel comprising John Ferguson and Fiona Owen. A motion to accept the re-confirmation was passed by Norm Hoskin and seconded by Brian Wade. The motion was carried by a show of hands.

10. Election of Committee

The positions for office bearers as nominated were elected unopposed: President Joan Gribble, Vice Presidents Fiona Owen, Secretary Maria Denton, Treasurer Alyson Parr and Club Coordinator Esther Saunders. There were five nominees for the Committee - Geoff Cross, Judy Dempster, Steve Mellett, Colleen Skipsey and Mike Van Wyk. A motion was put forward by Norm Hoskin to accept all five nominations and was seconded by Brian Wade.The motion was carried by a show of hands.

11. Special Resolutions

The following two special resolutions were proposed for amendment to the Bunbury Bridge Club Constitution. The Management Committee approved that these amendments be placed on the agenda for the AGM in September with each being proposed by Norm Hoskin and seconded by Colin Saunders.

1. The Secretary is the nominated person responsible for the lodgement of documents with Consumer Protection Associations Incorporation Act 20 Schedule 1, Item 6a).

2. The Bunbury Bridge Club (Inc) Constitution and By-Laws Rule 11.5 require that the Secretary must:11.5(i) lodge required documents to Consumer Protection.

A motion to accept the Special Resolution 1 was moved by Norm Hoskin and seconded by Esther Saunders. The motion was carried by a show of hands.

Special Resolution 2
A motion to accept the Special Resolution 2 was moved by Norm Hoskin and seconded by Esther Saunders. The motion was carried by a show of hands.

12. Any Other Business

There was no other business.

13. Club Person of the Year

The John Bennett Memorial for Club Person of the Year was awarded to Colin Saunders. Norm Hoskin attested to the invaluable asset that Colin has been to the Club as a long term Committee member, a Director and competitor in bridge tournaments across the country. He competes in multiple sessions each week at the Club and assists on Tuesday evenings to support new players and volunteers his time to assist with learner lessons.

Beyond the bridge table Colin is the Club's go-to handyman tackling everything from minor fixes such as blocked plumbing to major renovations such as the recent repair to the Clubrooms facias. Colin saved the Club more than double this project's actual cost. The transport of 40 chairs purchased from the Melville Bridge Club and maintaining our existing seating was all of Colin's doing. When specialised repairs are needed Colin manages the contractors and their access to the building.

Colin always steps up!

14. Close of Meeting

The meeting closed at 11.35am.

Signed …….. Norm Hoskin (President)

Signed …… Joan Gribble (Secretary)