



Bunbury Bridge Club Inc Management Committee Meeting

13th October 2025

Minutes of Meeting

Norm Hoskin welcomed Committee members especially those new to the Committee. An appreciation of support was extended to the Committee.

1. Members Present Norm Hoskin, Colin Saunders, Joan Gribble, Gwen Clarke, Maria Denton, Fiona Owen, Colleen Skipsey, Mike Van Wyk

2. Apologies: Chris Hollingsworth, Steve Mellett

3. Minutes of the Previous Meeting

Minutes for the 11th of August meeting were:

Moved for acceptance: N. Hoskin; and Seconded: G. Clarke.

4. Business arising from Previous Minutes

4.1 After considered discussion, it was decided that holding a monthly Swiss Pairs event at the Club would lead to considerable work for directors, dealers and guiding some members through IMP scoring. At least 10 tables would be required to make the event workable. However, Swiss Pair Scoring was raised as a possible alternative.

Action: Mike Van Wyk to undertake some background reading on Swiss Pair Scoring for discussion at the next Committee meeting.

4.2 Badges for new members have been purchased and distributed.

4.3 The introductory training for CPR and use of the defibrillator has been conducted by Steve Mellett and Margie Mullen. The session was well received by those who attended. A further session can be organised if interest is shown by members.

- 4.4 Esther Saunders has confirmed that guided Goulash Bridge will follow Monday and Saturday bridge sessions until people are able to play independently.
- 4.5 The toilet tile cleaning has been organised but still has to be carried out.
- 4.6 The Messenger account has been paid for the next 12 months.

5. Correspondence Report

The Correspondence Report (with the addition of an email from Steve Mellett sent on 13.10.25) was noted (see Attachment 1).

The legal requirement to submit an Information Statement to the Department of Local Government, Industry Regulation and Safety to indicate the Club's annual income has been completed. The reported annual income was \$54,482.15. Joan Gribble is the primary user of AssociationsOnline and Norm Hoskin the associate user.

The Report was:

Moved for acceptance: M. Van Wyk; and Seconded: C. Skipsey

6. Treasurer's Report

The Treasurer tabled the financial report for the months of August and September 2025 (see Attachment 2).

The Club's term deposit has been re-invested at a 3.8% interest rate. An additional \$1,500 was transferred into the account at the point of re-investment. The fixed deposit will mature on the 8th May 2026 with a balance of approximately \$36,000.

The main accounts paid in September have been the City of Bunbury Rates, the ABF Masterpoint Centre and the purchase of a new hand trolley (and the laser printer in August).

A percentage increase has been included in the next month's forecast figures to meet the increasing costs the Club will incur from the ABF Masterpoint Centre.

The cash at hand for September was \$21,334.81 and the term deposit \$35,808.03 (total \$57,142.84). It was noted that 73 members have paid their annual fees with approximately 30 members still to pay.

The report was:

Moved for acceptance: G. Clarke; and Seconded: C.Saunders

7. Bridge Coordinator's Report

A copy of the Report was tabled (see Attachment 3).

Discussion arose relating to the following matters.

- 7.1 The Bunbury Bridge Congress scheduled for the usual third weekend April 2026 is problematic due to Anzac Day on the 25th April.

Action: Norm Hoskin to communicate with BAWA to negotiate a more suitable date for the Congress.

- 7.2 The 6 Week Trial Sessions

Discussion was held about cancelling the Trial Sessions or proceeding with the initiative. At present, there is no real indication about how many members would be interested in attending the Trial Sessions. The idea that the Trial Sessions could be conducted on any day, other than Wednesday, also was raised. This will provide more options for members to attend such sessions.

Action 1: Joan Gribble to organise a survey to be posted on the notice board to gauge the level of interest in another session.

Action 2: Norm Hoskin will liaise with Brian Hanson about the future of the 6 Week Trial Sessions depending on the survey result.

- 7.3 The request for a Focus Magazine contributor for the Club was made and Colleen Skipsey has taken on the task.

The Report was:

Moved for acceptance: N. Hoskin; and Seconded: G. Clarke.

8. Other Business

8.1 *President's Review of Committee's Work 2024 - 2025*

Norm Hoskin indicated that there are positive signs for the Club with improving numbers per session and an increase in membership over the past 12 months. Thus, the Club is in a strong financial position. While the forecast income was exceeded, operational costs for the Club have increased significantly.

The building has had some maintenance work completed such as the kitchen window lintel and the repair of the shade sail over the outdoor area. Bottled drinking water is now being purchased and the carpet has been cleaned (and will be organised every two years). Some basic training for the use of the defibrillator has been undertaken.

In the near future, the exterior of the building such as the gutters, fascia, patio front entrance and back door will require maintenance. The painting of the exterior walls also may require attention.

Bridge lessons have continued attracting several new members. The Bunbury Bridge Congress 2025 was most successful as was the Christmas lunch.

8.2 *Maintenance List Review*

The chairs have been purchased from the Melville Bridge Club (cost \$3000). Some epoxy paint repair work was carried out on the chair frames. Several of the old chairs have been discarded due to their damaged frames and unsafe condition. Excess chairs will be stored covered in the shed.

A replacement laser printer has been purchased (cost \$499 in July). Also, a hand trolley has been purchased to cope with moving furniture such as the chairs (\$84.55).

Action: Mike Van Wyk to update the Capital Works and Maintenance Plan 2025-2027.

8.3 *Appoint Norman Arthur HOSKIN as associate for the Bunbury Bridge Club Incorporated, Australian Business Registration*

The Club has an ABN. The Committee agreed that Norm Hoskin be the Club's associate for the ATO. Consultation with the ATO is ongoing to ensure that the Self Review by the Club is submitted to verify its not-for-profit (NFP) status.

8.4 *Qualifying Rules for people seeking to play in Association Championship Events (Letter)*

A letter from a Club member was read and discussed at length. The Committee concluded that the Club's Constitution was reflective of other clubs' rules for playing in club championship events.

Action: A letter of response to be forwarded to the member.

8.5 *Purchase of Flat Screen TV*

The purchase of a flat screen TV was discussed as an enhancement for events such as the Bunbury Congress and the timing of play during sessions. However, more information is required to justify the expenditure on the TV.

Action: Colin Saunders and Mike Van Wyk to look into the cost and functionality of a TV that would fit the Club's purposes.

8.6 *Key Register*

The current Key Register requires an update. At the same time, the security codes people are using to arm and disarm the Club building will be noted.

Action: Joan Gribble to update the Key register.

8.7 *Christmas Function 2025*

The Christmas Lunch will be held on the 7th December at the Club. Neil Enders has agreed to be the MC.

The Committee agreed to paying two kitchen helpers \$100 each. Di Taylor will organise the helpers. A similar format as last year will be used to organise the purchase of hams, cooked chicken pieces and the provision of salads and sweets by members. A budget of \$1,000 was set as an estimated cost for the event.

Judy Clarke has agreed to make the table decorations and Colleen Skipsey to organise other decorations.

Action: Joan Gribble to ascertain if Tom Hollingsworth is willing to lead the entertainment for the event.

8.8 *Bunbury Congress 2026 Convenor*

Esther Saunders has agreed to be the Convenor of the Bunbury Congress.

8.9 *Charity Week Dates 2026 and Recipient of Donation*

The Committee agreed that the recipient of the funds raised during Charity Week in February/March 2026 should be donated to a local organisation.

Action: Joan Gribble to post a notice asking members for suggestions about which organisation would be appropriate to receive the Charity Week funds. The dates in March 2026 need to be fixed.

Dennis Evans has requested that he might celebrate at the Club being cancer free for 30 years. The Committee agreed to his request and the event will occur on Friday the 24th of October at the end of session play.

9. Items Tabled at the Meeting

- 9.1 The idea to re-start the social get-together following the Friday session of play was endorsed. However, it was agreed that the gathering be held each alternate month on a Friday and a Monday.
- 9.2 A small white board will be purchased to allow members to indicate that they are looking for a partner. Liz Norton will continue to be the Partner Coordinator. A WhatsApp group for this purpose will be discussed at the next meeting.

Next Meeting: 10th November 2025 at 10am