



Bunbury Bridge Club Inc Management Committee Meeting

13th July Meeting 2026

Minutes

1. Members present: Norm Hoskin, Colin Saunders, Joan Gribble, Gwen Clarke, Brian Wade, Maria Denton, Steve Mellett
2. Apologies: Fiona Owen, Colleen Skipsey, Mike Van Wyk
3. Minutes of Previous Meeting

Minutes of the previous meeting were tabled and moved for acceptance by Colin Saunders and seconded by Gwen Clarke.

4. Business arising from Previous Minutes

4.1 Moving Chairs for Cleaning Under Tables

Moving the chairs was seen to be an inconvenient chore to be undertaken by members. Instead, the purchase of a battery powered vacuum cleaner, such as a Dyson stick cleaner, was considered a preferable option.

Action: Norm Hoskin and Colin Saunders to look into the purchase of a cordless vacuum cleaner up to the cost of \$500.

4.2 Side Door

The side door has been appropriately signed to alert people about its proper closure. It is evident that both the side and back doors are bowed and require further protection from the weather.

Action: Norm Hoskin and Steve Mellett to organise two colour bond sheets (approximate cost of \$100 each) to cover the outer side of both doors.

4.3 Sound System

Brian Wade organised Totally Sound to conduct a review of the current sound system used at the Club. The recommendation made by Totally Sound was that the system could be upgraded for a cost of \$1000 - \$1500.

Currently, the problem experienced by members with the “hissing” sound emitted by the system is not widespread. The decision was made by the Committee to place the matter on hold until further problems arise.

4.4 Tournament Committee

After consideration, and at the current time, Brian Wade has decided not to pursue the idea of forming a Tournament Committee.

Following the AGM, the matter can be further discussed.

4.5 Health and Safety Adviser

Kevin Simpson has agreed to be the Health and Safety Adviser for the Club. At the August meeting a draft Risk Management Plan will be presented to the Committee for consideration and possible budget implications.

5. Correspondence Report

The Correspondence Report was tabled (see Attachment 1) and moved for acceptance by Norm Hoskin and seconded by Steve Mellett.

6. Treasurer's Report

The Treasurer's Report was tabled (see Attachment 2).

The transition of the Club's business account to the Bendigo Bank has been successful. The debit card for DI Taylor to use on kitchen supplies and catering has been approved.

An amount of \$800 remains in the ANZ business account until the 31st December to cover any transactions that might occur. The ANZ Term Deposit matures on the 8th August. The Term Deposit will be closed and the balance transferred to the Bendigo Bank.

The Treasurer has adopted a working capital optimisation strategy for the Bendigo Bank business account to mitigate against possible debit fraud.

The expenditure for June has been within forecast. The cash at hand for June was \$12,918.59 and the term deposit \$43,710.19 (\$56,628.78 in total).

The Report was moved for acceptance by Gwen Clarke and seconded by Maria Denton.

An auditor to review the financials for the AGM needs to be organised.

Action: Norm Hoskin to contact Cathy Broadbent about undertaking a review of the financials for the AGM.

7. Bridge Coordinator's Report

Brian Wade tabled the Bridge Coordinator's Report (see Attachment 3). This year the Geographe Cup was won back by the Bunbury Club, player attendance has improved slightly, the sound system has been reviewed and recently there has been some bridgemate failures.

The Report was moved for acceptance by Brian Wade and seconded by Steve Mellett.

8. Other Business

8.1 Special Resolution - AGM

The following two special resolutions are proposed for amendment to the Bunbury Bridge Club Constitution.

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.

The 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.

Notice of these amendments will be given in writing to members by the 15th of August 2026.

8.2 Bunbury Congress 2027 Dates

In an email response to the letter sent to the President of the Albany Bridge Club it was clear that there was no appetite for the Albany Club to change its congress dates.

In the meantime, it has been fortunate that BAWA has offered the last weekend in August 2027 for the Bunbury Congress.

In future years the Committee will need to be in contact with BAWA to ensure that the August dates are allocated to the Bunbury Club.

8.3 Increase in Cleaning Rates

The Manager of CleanwayXtra has provided notice of a price adjustment (5.75%) for the Company's cleaning service to the Club.

Following the exploration of cleaning services available in the Bunbury area (Joan Gribble and Gwen Clarke) and a conversation with the Manager of Bunbury Cleaning Services(Gwen Clarke), it was apparent that CleanwayXtra offers a competitive rate for its services.

The Committee decided to retain the service of CleanwayXtra.

8.4 Teaching Lessons

Esther Saunders has informed the Committee that she will no longer conduct Absolute Beginner lessons. Occasional Improver lessons will be offered randomly for the benefit of regular Tuesday night attendees. Esther remains committed to developing junior bridge.

Mike Van Wyk has indicated that he will consider taking on the Absolute Beginner lessons but will confirm his decision at a later date.

8.5 Ron Klinger Workout Material

While there was endorsement of the material as a worthwhile set of workouts, the Committee decided it would not be widely used by Club members.

8.6 Handicap Prize and Recognition

Brian Hanson presented a paper about "levelling the playing field" to enable beginner, novice and intermediate players to be scored against their skill level cohort (see Attachment 4). The Committee was requested to consider creating a separate competition for members with fewer than 50 or 100 Masterpoints.

The Committee discussed the implications of the proposal at length.

One possible change, but requires further discussion, is that the Club could consider running a Red Point Event - Novice Club Championships.

Action: Norm Hoskin to communicate with Brian Hanson about the Committee's thoughts.

8.7 Marketing BBC in the Future

In the past there has been considerable time in attracting new members to the Club. However, a recent Marketing webinar (and follow-up recording) hosted by the ABF, and attended by Brian Wade, provided some insights into how a Club might rethink its marketing endeavours. A marketing Resource Kit is available via the ABF website for this purpose.

Joanne Saunders has agreed to lead a marketing strategy and will forward her ideas at the next Committee meeting.

Matters on Hold

- Microwave Mounting (Norm Hoskin)
- Internal Gutter (Colin Saunders) - to be completed weather permitting.
- Geographe Cup to be engraved (Norm Hoskin).

Matters near Completion

- Honour Boards are ready for mounting - positioning to be decided upon.
- Sign for Bunbury Machinery has been undertaken by Jo Saunders to complete.

Next meeting: 10th August 2026 10am