



Bunbury Bridge Club Inc Management Committee Meeting

9th February Meeting 2026

Minutes

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

Correction to 4.1 of previous minutes to read:

4.1 Matchpoints and IMPs Scoring in Compscore

Mike Van Wyk reported that Matchpoints and IMPs Scores can be generated through Compscore for each session of play (see Attachment 1). The Committee decided that both **Matchpoints** and IMPs Scores will be provided to players at all sessions during the week 9th - 14th February leading up to the Bunbury Congress on the 25th, 26th and 27th April.

Minutes for the 8th December meeting were:

Moved for acceptance: Colleen Skipsey and Seconded: Mike Van Wyk. with above correction.

4. Business Arising from Previous Minutes

- 4.1 Matchpoints and IMPs Scoring in Compscore 9th - 14th February (Mike Van Wyk)

Mike Van Wyk reported that while he was preparing notes for Directors and players for the planned IMPs scored sessions in the week of February 9th - 14th some problems were identified.

Following discussion with Brian Wade, the IMPs week was deferred. The following is now proposed and was accepted by the Committee.

- The best week for the IMPs scorings is prior to the Bunbury Congress so will be conducted at the Monday and Friday sessions of the week commencing 13th April. The majority of Congress participants usually attend these sessions which will provide them with practice using the scoring method.
- The usual duplicate pairs Bridge session will be run but with the IMPs scoring.
- The Directors of these two sessions will be assisted in setting up Compscore to score in IMPs.
- Notes will be prepared for players in advance to explain the reason for this proposal and how player strategy might alter.

Action: Mike Van Wyk will oversee the organisation for the IMPs scoring week and report progress at the 9th March meeting.

4.2 Training on IMPs Scoring (Joan Gribble)

Esther Saunders has agreed to provide brief guidance to players about IMPs scoring and player tactics.

4.3 Six Week Trial Session (Norm Hoskin)

Brian Hanson has agreed to conduct the six week trial session on a Saturday morning for players with <25 Masterpoints commencing in the third week of June. Brian Wade has agreed to assist Brian Hanson with supervising and the computer requirements during each session.

4.4 Quote for Back Door Replacement and Barge Boards (Norm Hoskin)

A quote for \$660 for the required work on a backdoor (bolted) and back step and was obtained and regarded as reasonable to contract and complete the work. Steve Mellett is thanked for the painting of the door.

In the long term, consideration has to be given to the repair or replacement of the barge boards around the entire building and the costs involved.

Action: Colin Saunders and Steve Mellett to undertake a preliminary assessment of the barge boards for inclusion in the Capital Works and Maintenance Plan to be reviewed once again in May 2026.

4.5 Flat Screen TV (Item on Hold)

This item is now deferred. The purchase and positioning of a flat screen TV requires longer term investigation. The current TV at the Club is fit for purpose for the upcoming Bunbury Congress.

4.6 Digital Clock (Mike Van Wyk)

This item also is deferred pending further investigation.

4.7 Use of MyABF App at Congress (Norm Hoskin)

The MyABF App is principally designed for the use by seasoned players and can only be used if the event is for Swiss Pairs or Swiss Teams. It is not available for use in Duplicate Pairs sessions or events. A player is required to download the App and register to receive the SMS messages. It is not a requirement for players participating in the Bunbury Congress to use the App as results and draws will be displayed on the TV screen and noticeboard.

4.8 A3 Whiteboard for Partner Finder (Steve Mellett)

The work has been completed.

4.9 Partner Finder Coordinator (Joan Gribble)

Di Taylor is now the Club Partner Finder.

4.10 Club Teams Championship Honour Board (Norm Hoskin)

The team names have been corrected on the Honour Board.

Action: Norm Hoskin to organise the heading and titles for the new Honour Board to record Committee positions.

4.11 Microwave Mounting (Norm Hoskin)

The mounting for the microwave is on hold. The work involved requires further investigation.

4.12 Redraft of Bridge Coordinator Role and Responsibilities Statement

The Statement (see Attachment 1) was accepted by the Committee.

5. Correspondence Report

The Correspondence Report (5th December - 3rd February 2026) was tabled (see Attachment 2).

A statement from William Barrett and Sons for the \$500 sponsorship for the Bunbury Congress is to be added to the Report.

The Report was:

Moved for acceptance: Mike Van Wyk; and Seconded: Steve Mellett.

6. Treasurer's Report

The Treasurer tabled the financial reports for December 2025 and January 2026 (see Attachment 3 and 4). It was noted that the Club no longer receives Synergy credits.

Maria Denton is gradually undertaking the Treasurer's responsibilities and is now an authorised signatory to the Club's ANZ Bank accounts.

The expenditure for the two months has been within forecast.

The cash at hand for January was \$25,491.23 and the term deposit \$35,808.03 (total\$ 62,160.26).

The report was:

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

7. Bridge Coordinator's Report

The Report was tabled by Brian Wade (see Attachment 5 for the detailed Report). Highlights of the report are:

- The Club Handbook has been distributed to 91% of members.
- An audit of consumables has been conducted and replenished as required.
- Directors' Rosters are in place.

- The Committee approved the reprinting of personal Scorers with the addition of Board 33 included at a cost of approximately \$500 for 5,000 score sheets.
- The Tuesday night session has been reviewed by Brian Wade, Mike Van Wyk and Esther Saunders concerning the ongoing management of these sessions. Attachment 6 details the notes taken from the discussion. The discussion has been particularly focussed on how to conduct the sessions as beginner players join in to play.
- Brian Wade will continue as the Interim Bridge Coordinator until Steve Mellett is in a position to take up the Bridge Coordinator role. Handover notes have been prepared for the transition process.
- Several changes have occurred to facilitate the replacement of Howell movements with Mitchell movements where feasible.
- To accommodate the increase in Mitchell movements a “spare” box of boards has been expanded to contain 36 boards.
- Jan Macpherson has retired from the Dealers’ Panel. The Panel now includes Pam Studsor and Di Taylor has indicated her intention to be trained for inclusion on the Panel.
- All 2025 bridge result files have been backed up and bridgemates reset. A new results database has been created.
- Notes have been created to reflect the requirement to run the handicap updating process.
- There was slight decrease in player numbers during December. An analysis of attendance in 2025 will be placed on the notice board. The membership currently stands at 118 members.
- Hardcopies of session results will no long be placed in the Office results file.
- Directors are fully aware of the number of players who require seated positions.
- Bunbury Congress preparations are progressing smoothly.

The Report was:

Moved for acceptance: Mike Van Wyk; and Seconded: Steve Mellett.

8. Other Business

8.1 Review of the Capital Works and Maintenance Plan

Mike Van Wyk reported that the Capital Works and Maintenance Plan is on target but there needs to a review in May of the cost of bottled water that is purchased. The air conditioner is soon due for an annual service.

8.2 Insurances

Gwen Clarke raised the matter of the high cost of insurances expended by the Club. While the Club has used the service of a broker in the past to tender for the best priced policy for the Club, it was decided that TBIB Insurance Brokers, widely used by bridge clubs around Australia, be approached for a quote. First, a review of the Club's insurance policy needs to conducted

Action: Norm Hoskin and Gwen Clarke to provide a review of the Club's insurance policy to be presented at the 9th March meeting.

8.3 EFTPOS Facility

Two years ago the use of an EFTPOS facility was investigated and considered to be too costly in relation to its level of use. At that time tokens were introduced as an alternative for table fees. Currently, over-the-counter banking remains a necessity. Given the discussion about the item, Committee members decided that an EFTPOS facility was not required at present. In the future, if the Club became cashless, the situation could change.

8.4 Club Motto

This item originated from a note made in the Suggestion Book in 2025 and Colleen Skipsey designed an activity conducted at the Christmas lunch for members to create a motto for the Club. A ranked order of preferred mottos created was tabled (see Attachment 7). The Committee decided that no motto captured attention and the matter was shelved.

8.5 Signage (particularly to advertise the Club)

Committee members agreed that more effort could be given to advertising the Club and required further discussion.

Following Colin Saunders' suggestion, the cost of a metal sign to be mounted on the fence of the Bunbury Machinery business premises was deemed by Committee members to outweigh the effectiveness of the sign. Colin Saunders offered to take on the project to make a sign to reduce the costs.

Action: Colin Saunders to design and make a metal sign to be placed on fence at the business premises for Bunbury Machinery - Picton Rd/Forrest Ave.

8.6 Recognition of Club Volunteers

It has been reported to some Committee members that volunteers were not appropriately recognised for their services to the Club at the Christmas lunch. The recognition of volunteers has been a long standing tradition at the Club.

For the future, the Committee will address the need for a well delivered "Thank You" and acknowledgement of the many volunteers who support Club operations.

8.7 Afternoon Teas and Suppers

At the previous Committee meeting, the main issues raised related to this item were the quantity of supplies consumed, the range of supplies expected to be provided and the rising costs of the purchasing the supplies.

The Committee decided not to over-emphasise the matter. Colleen Skipsy and Di Taylor, who now assists with the purchasing the supplies, have planned how to manage the provisions.

8.8 Level of Chatter During Session Play

Some members and Directors have complained about the undue noise level during sessions. This matter was raised at a Directors' meeting in 2025. The problem varies. As pointed out at the meeting, members enjoy their bridge, socialisation and the company of friends. Ultimately, it remains a Director responsibility to tread the fine line in allowing a reasonable level of social talk and keeping players from being distracted by noise.

9. Items Tabled at the Meeting

9.1 Pam and Alex Balloch have decided to retire from playing bridge. A function was proposed following session play on Monday 23rd February to acknowledge their contribution to the Club.

Action: Norm Hoskin to confirm the arrangement.

- 9.2 On occasion cars parking in the space near the fence line (alongside the private dwelling) on Balgore Way block the access and exit for other cars.

Action: Steve Mellett to organise a “No Parking “ sign to keep the space clear.

- 9.3 It was confirmed flowers will be organised to send to Bev Hopley’s family.

Action: Joan Gribble to organise.

- 9.4 Colin Saunders queried whether the tokens used for table fees required an audit. The President (past Treasurer) and Treasurer stated that there was no need for an audit process to be undertaken.

Next meeting: 9th March 2026 10am