

WELLINGTON BRIDGE CLUB INC.

		Action
	Minutes of the Committee Meeting held Thursday 14th January 2021 5.45pm	
1	Present: (Simon Louisson, (Chair) Bridget Willcox, Donna Upchurch, Ruth Brucker, , Richard Gawith, , Dennis McKinlay, Margaret Curnow, Suzanne Green, Maureen Sheldon, Stephen Henry	
2	Apologies: , Denise Barnett Sandy McKirdy, Anne Marie Russell	
3	Previous Minutes: The minutes of the committee meeting held 10 th December 2020 were confirmed. Simon/Dennis	
4	Matters Arising: For follow up. Privacy Act fine, are they covered in our insurance. Regional Levies. Paul Titcombe Premier Teams carryover Eftpos	Bridget Bridget Stephen
5	Correspondence	
6	Directing and Scoring. We have Compscore installed and Kevin Walker is trialling it. Sandy is absent but has 2 items for discussion. 1) Suzanne Duncan tournament went well - Meredith Ross did the Directing (she did a good job) - seeding and grouping of players was a challenge as expected as we were never quite sure who was playing - but no real problems. 2) Can we consider a late change to the Wednesday program - we have the summer pairs on 24 Feb (in lieu of Gold Coast) and then on 10 March we have the first night of the Andrew Thompson Memorial Teams - this date clashes with the New Plymouth Congress and I expect there will be many Wednesday night players playing in New Plymouth - it makes more sense to switch these events - playing the first night of the teams on 24 Feb, then the second night on 17 March A reminder to players that Allan Joseph's Directing Classes commence on Saturday. (Include in the newsletter)	
7	Financial Report: Donna. Reports tabled. We are showing a profit of \$2690 for the 5 months to date, slightly better than budgeted. Accounts payable presented for payment.	
8	Manager's Report: Report tabled. Tournaments. Christmas Cheer and Suzanne Duncan both went well. A hiccup with the Suzanne Duncan Tournament as no-one was in charge on the last night. A big thanks to Ruth who took up the reins and organised the Prize giving and Prizes. We have the Wellington 6's on the 6 th March and the National 15A Swiss Pairs on the 13 th and 14 th march. Margie Michael has volunteered to organise the catering for our Club tournaments. She has a team of willing helpers and they will prepare the lunches and other food. This will be a great saving for the club. The NZ Bridge Regional and National Events will be catered for by external caterers (costs are passed onto the players) <u>Thorndon Room to Lease</u> David Bradford from Ray White has shown some potential tenants through. Nothing in writing as yet. <u>Payment Options</u> Eftpos NZ have come up with an acceptable proposal to install a portable EFTPOS terminal for use at the club, this facility should be up and running in early February if all are in agreement.. We propose to have EFTPOS available to club members and visitor and will commence	

	<p>with a 3 year contract with EFTPOS NZ Ltd. (all agreed)</p> <p><u>Bridge Calendar on Google</u> Many thanks to Paul Devadatta who entered the Bridge Calendar onto google so players can access directly. Paul suggests we promote the use of the google Bridge Calendar and in future we may not need to print so many Programme Books. He suggests not handing them out but encouraging the online use of the calendar and have the printed books for those who request them. I do not think we are quite there yet but it is something for future years.</p> <p><u>Disabled Access through the Kitchen.</u> We currently have a ramp on the south side of the building with access through the kitchen door. We have an ex member who is wheelchair bound, that will be playing again sometimes this year. We have a quote for a small rubber ramp to allow easier access. (at present there is a step up into the kitchen.</p> <p><u>Roadworks</u> We have had 2 separate notifications from Fulton Hogan regarding roadworks. One project involves the motorway and may affect us with noise. This is happening this week. The second project is the parking outside the club on Tinakori Road. They will be cutting into the footpath to enable cars to park closer in to help with the flow of traffic</p> <p><u>Passive smoke survey carried out by our IQP.</u> We require some remedial works on the smoke stop door and the penetrations in the basement. Work in progress.</p> <p><u>Sad News.</u> We are saddened to hear of the passing of Peter Benham. His long-time partner (and former Bridge Player and Director) Anne Barr has requested that a memorial service be held at the Bridge Club on 28th January. Flowers have been sent to Anne on behalf of the club. I have received an email from Nelson Procter letting us know that Dot is terminal with a prognosis of 2-4 months to live.</p>	
9	Members and Lessons	
10	Membership & Retention (Anne-Marie) Nil	
11	Tournaments and Social We have the Wellington 6's and the 15A National Swiss Pairs in March. Ruth reported back on the Suzanne Duncan Tournament. Mainly ran smoothly but the prizes had not been considered so she arranged for them to be presented. Well done Ruth.	
12	IT Nil	
13	PR and Marketing	
14	Auditing (Wayne) N/A	
15	Property: Roof, Richard has secured a quote from Duraseal who are available to do the maintenance repairs to the roof in late January. Quote is less than the previously accepted price from Paul Milne that was approved last year, but we had no follow up from Paul Milne roofing and were advised not to use them. All agreed to go ahead with Duraseal.	Richard
16	Interclub. N/A	
17	Volunteer of the Month	
18	General Business. Data Management Policy, still a work in progress. Once it is completed we can include on the website and in our 2022 Programme book. We have no penalties detailed; need to differentiate between inadvertent and malicious. Bridget to check our cover with insurance broker. Carry over to next meeting	Dennis Bridget

	<p>Zero Tolerance Policy. We do currently tolerant some unacceptable behaviour, should we retain a Zero Tolerance Policy? We need to raise the profile of the recorder, Grade Captains need to direct players to the recorder. General discussion - does this ZTP need to be re-written and or re-named or do we need this policy at all as these issues are covered in our Complaints Process. We need to reference some specific un-noted topics such as Racism and Sexism. We should refer to the Human Rights Commission for guidance. We aim to show a positive message and not accentuate the negative, should we be showing what is acceptable behaviour and club expectations and have a Conduct and Etiquette Policy. Carry over to next meeting.</p> <p>Committee Structure Proposal email from Denise to be discussed. Should we have a “Board” style Committee with less frequent meetings? Maureen was not sure what we are trying to achieve. Currently the club and club members leave everything to the Committee and we want to involve the members more. We need to change the structure to change the culture of the club. General discussion, Dennis is opposed to a 2 tier structure, and Ruth suggests we just need ask for volunteers. Donna suggest we draw up a proposed organisation chart so we can identify the roles required, including operations, functions, finance planning and strategy plus others. Stephen to put together a proposed structure. Another item to consider is a plan for the future!</p> <p>Youth Liaison – Nigel and Anne-Marie have agreed to be joint Youth Liaison officers for the club.</p>	
19	Complaints Sub-Committee. Nil .	
	<p>Meeting closed 7.15pm Next meeting Thursday 11th February 2021</p>	

Minutes approved..... President.