

Coffs Harbour Bridge Club
Minutes of Monthly Meeting

VENUE: Coffs Harbour Bridge Club, Club House
4 City Hill Drive, Coffs Harbour

DATE & TIME: 9th October 2017, 11:05 am

CHAIRPERSON: Helen Blewitt

ATTENDANCE: Helen Blewitt (President), Rita O'Keeffe (Secretary), Robin Irwin (Treasurer), Robyn Bingham (Head Director), Cliff Mitchell (IT Manager), Bernadette Brebner (Membership Manager).

ABSENT: Apologies: Barbara Herring, Colin Tolley, Bambi Houlton

MINUTES: The motion to approve the minutes of the September meeting and for them to be accepted for publication as a true and correct record of that meeting was moved by Robyn; seconded by Cliff, approved unanimously.

MINUTES: Business arising from previous meeting. Complaints previously received have been addressed by the committee.

SECRETARY'S REPORT:

Rita moved that her report be accepted; seconded Robin, approved unanimously. Correspondence list attached at Appendix A.

TREASURER'S REPORT:

Helen moved that the Club's financial year remain as is; seconded Cliff, approved unanimously.

Robin moved that her financial reports be accepted; seconded by Bernadette, approved unanimously. Reports attached at appendices B&C.

IT REPORT:

Cliff stated that membership reports have been updated, Compscore will be updated this week & he is going to look at a problem with the Bridgemate deals as displayed on the computer. All committee members have been given Gmail addresses. Cliff moved that his report be accepted; seconded Rita, accepted unanimously.

HEAD DIRECTOR'S REPORT:

Robyn advised that a member had suggested the club re-introduce name tags. After due consideration the committee rejected this suggestion. The Club

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Championships (this is an open competition) commence this Friday and run for three consecutive Fridays.

First prize winners will receive \$100 each, second prize \$50.00 each, and third prize \$25.00 each. The second round of the U.H.M.P commences today. With the arrival of new members and visiting club members the Director of the day will give on occasion gentle reminders of club table etiquette and also refer to our code of conduct. Robin moved that her report be accepted; seconded Helen, approved unanimously.

MEMBERSHIP REPORT:

Bernadette stated that the Club has two hundred and twenty nine (229) current members.

PROPERTY REPORT: Nil

PUBLICITY REPORT: Nil

GENERAL BUSINESS:

Annual General Meeting date confirmed as at 27th November 2017.

Nambucca Club have been in contact with Helen with the idea of initiating an inter club competition with a social aspect. There will be further discussion between relevant personnel with the aim of how best to achieve this.

There will be changes to the Constitution in line with ABF guidelines. Helen moved that the members be advised of what the changes to the Constitution will be via the AGM Agenda which will available to all members. The existing Constitution can be accessed via our web page. A copy will be on the display bench for member's convenience; seconded Robyn, approved unanimously.

MEETING CLOSED: 12:15 pm.

Next Meeting: AGM, 27th November 2017.

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Appendix A

Mail In

| Date | From | Subject | Copy Forwarded to |
|----------|------------------------|------------------------------|-------------------|
| 13/09/17 | ABF Masterpoint Centre | Rankings | President |
| “ | National Pen Company | Sample pen | Head Director |
| “ | NAB | August statement | Treasurer |
| “ | W’Pac Helicopter | Winter Magazine | Display |
| 20/09/17 | ABF 2 copies | Bridge Magazines | Display |
| “ | Travel Associates | Luxury Vietnam Bridge Tour | Display |
| 27/09/17 | ABF | Bridge Magazines | Display |
| 29/09/17 | Coffs Harbour Council | Water A/c -\$62.80 due 19/10 | Treasurer |
| “ | NeuRA | Ticket Sale | President |
| 06/10/17 | National Bank | Service fee increase | Treasurer |
| “ | National Pen Company | Catalogue | Head Director |
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Mail Out:

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|------------|-----------------|-----------------------|---------------|
| 11/09/2017 | John Courcier | Response to complaint | Office Folder |
| 11/09/2017 | Cherie Stimpson | Response to complaint | Office Folder |
| 11/09/2017 | John Stimpson | Response to complaint | Office Folder |
| | | | |
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Email In:-

| Date | From | Subject | Copy Forwarded to |
|------------|----------------------------|------------------------------------|-------------------|
| 15/09/2017 | John Stimpson to President | Reply to committee response letter | Secretary |
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Email Out:-

| Date | To | Subject | Copy Forwarded to |
|------|----|---------|-------------------|
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Appendix B

Coffs Harbour Bridge Club Inc. (2016-12-05)

P & L 2017

For the period from 01/10/2016 to 30/09/2017

30/09/2017

Income

Donation received **2,754.50**
Insurance claim settlement **2,262.95**
Interest received **1,003.44**
May Congress Fees **8,550.00**
Membership **5,600.92**
Miscellaneous income **1,782.24**
Special Event **960.15**
Table Fees **52,024.35**
Total — Income 74,938.55

Less: Expenses

ABF **1,154.39**
Accommodation **355.00**
Accounting Fees **1,695.00**
Advertising **(792.81)**
Bank Fees **32.35**
Beverages **445.00**
Bridge supplies/ cards etc **1,030.15**
Catering **4,016.85**
Cleaning **7,631.40**
Club Calendar **1,272.17**
Dealing **4,360.00**
Directors Fees **980.00**
Donations **1,574.50**
Electricity **2,685.99**
Entry Fees & Subscriptions **2,720.00**
Equipment **2,492.50**
Grounds Maintenance **2,774.50**
House Keeping **4,204.46**
Insurance **3,240.00**
Internet expenses **1,694.83**
Maintenance - Other **1,601.99**
Masterpoints **95.04**
Members Amenities **671.76**
Miscellaneous Expense **2,887.45**
NSWBA Affiliation fees **194.93**
Petty Cash **159.10**
Postage **1.00**
Printing & Stationery **994.59**
Prizemoney **3,000.00**
Rates **4,641.37**
Security **2,202.93**
Special Event **207.00**

Coffs Harbour Bridge Club Inc. (2016-12-05)

P & L 2017

For the period from 01/10/2016 to 30/09/2017

30/09/2017

Telephone **51.49**
Trophies Honour Boards Engraving **215.00**
Water **1,404.72**
Total — Expenses 61,894.65
Net profit (loss) 13,043.90

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Appendix C

Coffs Harbour Bridge Club Inc. (2016-12-05)
Balance sheet CHBC September 2017

As at 04/10/2017

04/10/2017

Assets**Current Assets**Cash & cash equivalents **73,133.52**Deposit Paid - Electricity **200.00**Petty Cash House Keeping **550.00****Total — Current Assets 73,883.52**Fixed assets **457,190.68**Fixed assets, accumulated depreciation **(170,416.00)****Intangible Assets**Goodwill **8,000.00****Total — Assets 368,658.20****Net assets 368,658.20****Equity**Retained earnings **17,083.09**Starting balance equity **351,575.11****Total — Equity 368,658.20****Total equity 368,658.20**