

NORTH SHORE BRIDGE CLUB.
Minutes of Committee Meeting held at CW
at 5:30pm on Thursday 8th August, 2019.

The Meeting commenced at 5:30pm.

1. Attendees: John Mottram (Chairman), Graham Murray, Les Grewcock, David Hagley, David Fryda, David Hudson, and Elana Kohn.
Also present was Mike Prescott (Club Manager).
Apologies: Nil.
2. The Minutes of the previous meeting held on Thursday 11th July were approved and Mike will be sent a copy for uploading to the club website.
3. Treasurer's Report. This six month's report to end June 2019 (having previously been circulated) was tabled and briefly discussed.
It was noted that the club made a \$20k profit for the first six months of the year, a +\$25k better than budgeted result.
Details of the term deposit, TD3967, renewal rollover will be reviewed by Les.
The report and financial results were formally approved.
4. Manager's Report. Once again discussion centered around the day to day issues between Club Willoughby and ourselves.
Disappointingly, issues continued to concern with poor coffee service, milk supply delivery, property maintenance, staff turnover and cleaning invoicing. Parking on Saturdays, because of the introduction of netball at the club, is also believed to be impacting negatively on our CW Saturday session attendances.
John Mottram confirmed that he met with the CW Manager to reaffirm previous requests - such as Saturday parking and notification of CW events that are affecting our Bridge Club sessions. He is to closely monitor the situation. The committee indicated its great concern about the future ongoing relationship with CW and it's management.
Re the end of year Monthly Session Winners' tournament, Mike is to clarify the details, rules and regulations for the event.
5. Sub committee Reports. Property sub committee: John confirmed that Club Willoughby's revised development plans and redevelopment application are expected to be formally lodged this coming week. Additionally he highlighted that the Killara Bowling Club may prove to be an option for the sub committee's future review. He and Mike may look at the sight.
There was no other sub committee input.

6. Outstanding business and action items from previous meetings.
- a) Club recycling and & waste; Both EL & CW venues on track for 15th August implementation. Action to be taken includes member advice (Elana to draft email and send to Mike for distribution) and also a policy clarification email to CW directors and teachers (John and/or Elana to draft and also send to Mike for appropriate distribution). CW recycling of paper, plastic, glass and cans will be carried out by the Bridge Club cleaners via the CW recycling facilities.
 - b) Les confirmed that the 1/7/19 revised staff pay scales have been implemented.
 - c) Revised expense authorisation remains outstanding. Les to action.
 - d) Mike confirmed that new CW back room computer has been installed.
 - e) Question about the need for a behavioural issue register to be finalised by David F.
 - f) The trolley delivery for the director at CW remains outstanding and a specialised mouse is to be installed for the director in question.
 - g) Action is still to be finalised for the provision of a future first aid course for staff.
 - h) CW relationship – refer within Manager's Report.
 - i) CW membership issue. No investigation as yet. John to review and readvise.
 - j) Re request from ABF for personal member contact details. Not yet finalised and Mike is to follow up.
7. No other matters were raised and the Meeting was closed at 7:00pm.

The next Meeting is confirmed to be held at 5:30pm at CW at Thursday 26th September 2019.