

NORTH SHORE BRIDGE CLUB.

Minutes of Committee Meeting held at CW Thursday 23rd January 2020.

(Abridged version of the Minutes)

The Meeting commenced at 5:30pm.

1. Present: John Mottram (Chairman), Graham Murray Les Grewcock, David Hagley, David Fryda, David Hudson & Elana Kohn

Apology from: Mike Prescott due to illness.

2. The Minutes from the Committee Meeting held on Thursday, 21st November 2019 were approved as a true and accurate record of that Meeting.

3. Meeting Management: The Chairman clarified that in the future he would like all decisions made by the Committee to be passed through the Chair after a suitable Motion has been proposed and seconded and discussion held. He also asked that the outcome of the vote be noted and recorded in the Minutes. *This was proposed by JM, seconded by EK and carried unanimously.*

4. Club Manager issues:

a) Revised employment contract: As background, the committee had agreed to enlist the support of an employment lawyer and a draft revised contract had been formalised by a solicitor from Petrine Costigan Lawyers. The draft agreement was discussed and agreed by the committee and then presented to JM to obtain Mike's agreement or return input. While waiting for MP's agreement or response to the draft, and notwithstanding the committee's agreement for the need to prepare a revised contract, JM had indicated through email correspondence, his dissatisfaction with the draft revised contract and felt that MP's current contract only needed to be tweaked. However it was highlighted that this position was not in line with the earlier agreed position of the Committee and, as President, it was incumbent upon him to follow and action all and any formal, agreed committee position. Several committee members expressed their concern with the President's approach of not carrying out the actions assigned to him in the previous meeting in which he had not voiced an intention to do so.

Mike had now responded with suggested changes to the contract and the meeting discussed these in turn. As the specific details of the contract are personal and confidential the specifics are not included in this abridged version of the minutes.

b) Reduced working hours, greater delegation and value of certain pre session lessons input: At the 11th July 19 committee meeting the committee raised its great concern about the workload of MP and had asked the President to work with Mike to supply input as to how he may substantially reduce his workload. Unfortunately, no input had been forthcoming and this matter remained outstanding for many months.

Following advice from JM that he was working on it with Mike the committee felt that the matter had remained outstanding without resolution for too long and agreed at the 21st November 19 meeting (and the minutes read) that:

"Reduced working hours document presentation from Mike Prescott. The Committee was concerned that no action or input about this matter was forthcoming. The requested document as to how Mike would be reducing his workload had not been received. Thus, David Hagley as Secretary was directed to send correspondence to Mike indicating the committee's requirement and to request receipt and his formal input by Friday 20th December 2019."

David Hagley therefore sent an email to Mike on 26th Nov 19 indicating:

- that he had been directed by committee agreement to do so.
- the committee's great concern about his hours worked and work/life balance.
- requesting written input and proposals on 3 matters - reduced working hours, greater delegation and pre session lesson review.
- that input be received by 20th Dec 2019, or a request for an extension if need be.

As no response or written input had been received by mid December the Secretary followed up with a further email on 17th December reiterating the committee's requirements and the due date.

No response was forthcoming, or has been received from Mike.

During discussion about this matter the President indicated that he agreed that Mike did not need to respond to the request from the Secretary as Mike's current employment contract indicated a reporting relationship to the President - not the Secretary or committee.

This position taken by the President astonished all other members of the committee and they again expressed their concern with his recalcitrant behavior. .

In further discussion members of the committee (excluding JM) noted that the Constitution indicated that the primary role of the committee is to control and manage the affairs of the club. The committee is also responsible for the proper management of the club and that it has the power to perform such acts. Additionally, the email was the result of a committee discussion, approval and subsequent direction to the Secretary. As such, the President, who was fully aware of the committee agreement and decision, was required to action and support the decision whether personally in agreement or not. In view of his lack of support of the appropriate action it was thought that he was negligent in performing his duties as the President of the club. Comment was made that he was recalcitrant in not actioning the agreed committee directive. It was further suggested that, if he felt that way then, rather than simply ignoring the committee's resolutions, perhaps his position was no longer tenable and that JM should give thought to resigning from his position as President.

It was proposed by David Fryda and seconded by David Hagley that the President follow up with Mike Prescott to obtain suitable written input from Mike (to the 26th November 2019 email). This was in order to gain his input re reduced working hours and greater delegation of his duties and the paper is to be presented by 10th Feb 2020. JM supported this motion and all voted in favour.

Statement for the record: David Hagley, during the discussion, commented that he has lost confidence in the President's performance of his duties. He is disappointed that the President is not actioning agreed committee meeting approved items in line with normal good committee meeting practices nor in line with the club's constitution and requirements of the President's role. All other committee members, except JM, agreed with this sentiment. For the record, JM asked that the statement be included within the minutes.

During the discussion JM highlighted that Mike was doing a great job in his role as Club Manager. EK agreed with this sentiment and further commented that she had witnessed a much-improved performance from MP in many aspects of his role in recent times. DF also commented that MP is doing a good job but believes, like everyone else, there will always be scope for improvement.

c) MP's recent Xmas and Jan annual leave: Les Grewcock confirmed that he was aware that Mike had taken 4 days annual leave between 24th to 31st December and that he was also absent from NSBC for the Spring Nationals in Sydney in October 2019 and for Canberra in mid January 2020. Whether these absences in both SYD and CBR are to be taken as annual leave is still to be resolved by the committee. This will be analysed, discussed and a decision made following finalisation of a revised contract. The President was also unaware whether Mike will be attending the Gold Coast congress in February and will investigate and readvise when known.

(Following the meeting it was ascertained from LG that Mike has 32.33 days annual leave due at 31st Dec 2019. This though was on the basis that no account was taken of Mike's absence from NSBC while he was at Spring Nationals in October 2019.)

It was agreed that finalisation of a club leave approval and administrative policy will also be implemented following the agreement of a revised contract by the manager.

d) Backup options while the Manager is on leave: JM had been asked to look at suitable back up options when MP is on leave and discuss possibilities with a specific individual. He advised that he had not done so as yet but believes that the person in question would not be a suitable choice. Due to time constraints the matter of back up for MP's leave periods will be further discussed at a later date.

e) Formal Convener and Convener & Director's fee for the Manager, **f) Qualified directors' list for major club events and** **g) Roster of Directors for 2020 major club events** were also left for further discussion at a later meeting.

5. Property Sub Committee:

i) Graham Murray to be involved in all aspects of the sub committee: JM confirmed that he will do so.

ii) Meeting with CW management & Hycorp to be organised by JM: The meeting to discuss the redevelopment, and the club's position within it, has not yet been organised. This is to be done and further information will be provided by JM when completed.

iii) Alternative property site at Waverton: JM confirmed that the Waverton site was not suitable for the club's needs.

iv) Update on other Alternative property sites: JM advised that a number of possible properties in the Lane Cove area had been reviewed and that one is of interest. At this point in time the details are commercially sensitive and thus exact details have not been included in these abridged minutes.

It was apparent that GM had been involved only recently in the committee's review of this property and DF highlighted the fact that JM was again recalcitrant in not getting GM involved in the early aspects of the site's review. He reiterated the need for JM to involve GM in all Property sub committee deliberations and meetings involving property issues.

In making comment upon what plans he had been given and knowledge of the property, GM was doubtful that the lease of the suggested site could satisfy all aspects of our tenancy requirements or could obtain appropriate formal approvals. He clarified that a DA could well be required for a change of use from retail and also due to a change of trading hours. Because of this GH suggests a meeting be set up with the Town Planner and Building Inspectors to source their input and comments. He also queried whether the majority of members would accept a transfer to a Lane Cove venue.

JM indicated that he is currently setting up a meeting with a council employee to discuss suitable use by our members of the nearby council carpark. Additionally, he expects to have a power point presentation available for committee viewing.

The committee agreed that all venue options are useful to review and that this site study is an extremely valuable work in progress.

Due to time constraints, the meeting was closed at 7:50pm and, as planned, will now be held over until 5:30pm on Thursday 30th January 2020 to enable further discussion on some subjects and also the completion of the planned agenda.

Next meeting to be held at CW at 5:30pm on Thursday 30th January 2020.

It is suggested that the following committee meeting be held at CW at 5:30pm on Thursday 5th March 2020.

Signed and approved by: John Mottram

Date: 30th January, 2020