

NORTH SHORE BRIDGE CLUB
MINUTES of COMMITTEE MEETING held through Zoom
at 5pm Tuesday 16th February 2021.

(Abridged version excluding personal & confidential information)

1. Attendees: David Fryda (Chairman), David Hudson, Les Grewcock, David Hagley, Elana Kohn, Graham Murray & Maryann Russett.

Also: Gary Barwick (part time).

2. Approval of Minutes: The committee meeting minutes from 27th January 2021 were approved.

3. RealBridge Update: All proceeding well at the present time and work is now proceeding on the implementation of special events. GB was asked to ensure that GNOT plans be passed through the tournament sub committee for their review and agreement. GB also asked to coordinate the latest director hours and pass them asap to Les for his review in relation to staff payment analysis. This is being completed given the expected termination of JobKeeper payments at the end of March 21. The first 6 weeks of the year analysis of 2021 versus '19 (sent earlier to committee members) shows that table numbers are holding up well. It was noted that, unlike F2F, directors are not being paid an incentive for any high session table numbers. GB was requested to present his thoughts and make a recommendation if, after further review, he believes that it will benefit the club and staff to implement a staff table number incentive payment.

Following discussion in relation to communication, it was noted that the heads of online, EL & NRRSL need to ensure the requirement for clear and concise communication about any change to sessions, directors etc. It was also noted that there is a need for early finalisation of the three roles and job responsibilities.

Gary Barwick then left the meeting at 5:40pm.

4. Mike Prescott Update: DFr confirmed that he and EK had met with Mike Prescott on Friday 12th Feb to share the revised club strategy document that had been earlier approved by the committee. Following detailed discussion a meeting was set up for the following Tuesday to allow MP more time to consider his options and, if needed, to ask more questions. At that time he may choose to advise his preferred option.

On Tuesday 16th Feb MP, EK & DFr again met to continue their discussion. MP provided his opinion that he was not going to continue with employment at the club. Mike decided to work through so that he could help the club by finishing the supervision and organisation of the club's opening and move to NRRSL.

Obviously the President will communicate MP's decision to leave the club to staff and members and with this in mind MP was offered the opportunity to provide his preference on the contents of the advice. MP accepted the offer and agreed to provide this by Friday 19th Feb. Apart from an email advice to staff and members, an article will also be placed within the March newsletter. DFr will advise Kevin Davies of this requirement, will supply the article and also request a slight delay in publication to ensure suitable timing. A draft advice will be passed to committee members prior to dissemination.

LGr was asked to complete the redundancy financials.

Given Mike's departure, the committee then briefly discussed personnel options for the F2F manager's role. DFr will follow this matter up and report back to the committee.

A Deed of Release article was proposed and accepted as good business practice.

It was proposed and agreed that Gary Barwick be offered the position of RealBridge Manager in the proposed new organisation, reporting to the NSBC committee through the club President. The position will be offered to GB until the end of April 2022 when a review is to take place on the success of the revised business strategy. The staff salaries and remuneration sub committee, excluding DFr, (that is LGr & MR) were asked and agreed to investigate a suitable pay structure for the RealBridge Manager's position.

5. Property: We continue to await finalisation of the agreement with North Ryde RSL. Mike Prescott is coordinating the move from Willoughby and this will be made on Thursday 18th Feb. Two Men and a Truck have kindly agreed to move all furniture and equipment to both storage (note cost of \$700 per month) and NRRSL. This will be under a contra arrangement in lieu of their normal annual sponsorship payment. DFr is to provide suitable notice to Club Willoughby re our current property agreement with the club. MP is also finalising the opening of F2F sessions at NRRSL and these are expected to proceed with effect from Monday 22nd Feb. The first week is expected to be a rookie session Monday afternoon and an afternoon session on Wed 24th Feb. Other sessions are expected to be introduced based on the attendances and needs of the membership. The storage of overflow furniture and equipment will be at Storage King Chatswood until our long term Chatswood property is ready for occupation.

The architect's plans for L3, 8 Thomas St Chatswood had been circulated and were noted. Option 3, provides the club with approximately 50 tables and provides within these figures a separate teaching area with approximately 15 tables. To enable appropriate council approval other consultants (fire services and traffic) continue to move ahead under the coordination of Emma Whitworth. Mike Prescott has visited, was happy with the site, proposed layout and 50 table capacity.

6. Treasurer's Report: Unfortunately there were no Jan figures available at this point in time and LGr continues to work with the auditors to enable sign off on the 2020 year end financials.

7. Face to Face Update: As mentioned earlier, the opening of NRRSL is proceeding to plan and the first session is planned to commence the week commencing 22nd Feb. NRRSL will be using the smaller tables and EL is to maintain use of the larger for the present time. Attendance numbers at EL are holding up well and additional sessions are to be added when need be.

8. Other sub committee Reports:

a) Transition to New Normal : All going to plan. A suggestion was made to look at offering smaller, shorter online sessions – possibly using different times.

b) Staff Salaries & Remuneration: With the cessation of JobKeeper the sub committee continues to review staff salaries. Timesheets are to be analysed and pay details of a number of individual directors as well as teachers are being reviewed. MR is to investigate and review Emma Barnes' contract and ongoing agreement.

c) Member Communication: EK is to chase the email to members which provides the dissemination of the results of the earlier completed membership survey.

Elana Kohn left the meeting at 6:30pm.

d) Membership Retention: The latest club membership figures currently indicate 1695 members which is a most satisfying result for this point in time of the year. Those remaining outstanding are to be followed up by the club's admin staff.

e) Training and Teaching: The review of pay scales for trainers and teachers remains ongoing and a meeting to discuss the issue is to be held on Wednesday 17th February. Very good attendance numbers at the current lessons for beginners. Current charges are \$99 for the first 6 lessons and then a pay as you go per session facility. This system is to be reviewed.

f) Tournament Committee: The Pauline Evans Swiss Pairs Congress is to be held at EL on Sunday 14th March. At the present time the event has no entries. DFR requested that some marketing of the event be done by directors and to investigate adding something to Pianola emails about it. The GNOT gold point event, which allows direct entry into the finals at Tweed Heads later this year, starts online this Thursday night. A quality field of 19 teams has entered. Other events have been scheduled to follow and these are now being advertised through the newsletter and website. It was confirmed that David Beauchamp will be the Recorder for the GNOT and DHu was asked to ensure that all participants are advised accordingly.

9. Other Matters:

a) PP accounts for non members: At the present time non members are not permitted to have a club PP account. Following a proposal from Gary Barwick, through DFr, the committee resolved a change of policy to allow non members the facility to open and hold a PP account. However they would be required to pay the non member session fee differential. If playing F2F they would not receive the 5% PP account discount that currently applies to members. The non member RealBridge fee was set at \$10 (versus the \$8 RB membership session fee). However, before implementation DHa was asked to check and ensure that this change of policy does not cause an administrative nightmare. Additionally it was agreed that 2 non members could play together.

b) AGM: Plans are progressing well with the 10th April AGM and DHa has forwarded the action plan and required timetable to all concerned. Please ensure that the schedule is met. Additionally Michael Giugni from Austin Giugni Martin, confirmed that he is "happy to accept the nomination" to continue as the club's legal counsel for another 12 months.

c) 2021 Playing Fees: Kevin Davies has asked for an update of the playing fee schedule for the current year. MR agreed to liaise with Kevin and to finalise.

There being no further business the meeting was closed at 6:55pm.

The next committee meeting is to be held through Zoom at 5pm on Tuesday 16th March 2021.