



NORTH SHORE BRIDGE CLUB

Minutes of the Committee Meeting

held at 10am on Monday 22nd September 2022 at Club Willis

1. Attendees and Apologies

Mark Guthrie (Chair), Rod Owen, Ian MacLaren, Carol McMurray, Jake Andrew, Mike Prescott
Apologies - Janie Russ, Sharon Thompson

2. Approval of Minutes

The minutes of the Committee meeting from 22nd August 2022 meeting were approved.

3. Outstanding Actions

Updates to outstanding actions are recorded on the Action register available [here](#). We reviewed the open actions and closed a few older ones off. Mike is still looking for a date to catch up with the senior teachers. Carol to talk to Joan Polovnik about the Ted Chadwick rules.

4. Club Manager update

Mike gave an update on the operations of the club. Numbers for this month are down but it is largely seasonal. Many people are away on holiday. Mike expects November and December to pick up.

5. Treasurer Update

Rod summarised the financial reports which had been sent previously. Adjusted for one-offs we are still tracking at about an \$8k per month loss. We discussed in particular the cost of managing a pre-paid system for the benefit of our members, all agreed that this was a cost worth incurring.

6. Banking Relationships

Rod wants to build a relationship with another bank to add some pressure to Bendigo Bank the next time we roll our term deposits. He believes we could get better rates by doing this. The committee agreed unanimously to support Rod in this.

7. Table Fees Review

After much discussion it was agreed to increase table fees by \$2. Rod to draft an email to the member for Mike to send. *Subsequently delayed to allow time to discuss the messaging with Shaz on her return. To allow members time to consider it, an email will be sent at the latest by Tuesday morning 4th October.*

8. Succession Planning for Margaret

Mike is comfortable that Josh can handle the work Margaret is handing over to him. Margaret's job will be split into three with Josh handling the daily events, Mike supervising and managing reconciliations and Sue chasing up members whose accounts fall behind. We will trial this and decide later if we need to hire anyone for any of these roles.

9. Contracts Review

Jake went through his summary of the contracts. There is a large amount of inconsistency and no central location for hard copy signed contracts. This was discussed and we agreed that there was no major issue to be addressed and we would not go through the work to standardise and modernise all of the contracts. Issues with Margaret's contract and Gary's contract will be resolved shortly any way. Shaz to be consulted on the best way to store contracts. The committee recognised this as a very useful piece of work and thanked Jake for doing it.

10. Online Manager Contract Renewal

Gary has agreed in principle to work 4 days a week for 80% of his current salary. Mike to finalise negotiations.

11. Strategy Framework Progress Update

Jake and Mike provided a brief update.

12. Director Discussion

We discussed the general quality of directors, director training and succession planning. There were no actions coming out of the discussion.

13. Any other Business

None.

Next Meeting

The next meeting will be held at The Willis at 10am on Thursday 3rd November 2022.