

# Parramatta Bridge Club Committee

---

## MINUTES 9th June 2020

**MEETING OPENED:** 7.30pm

- 1 **ATTENDANCE:** Ross Best, Geoff Henson, Annette Ashmore, Sandy Boyd, Margaret East, Coral Williamson, Ian Caddy, Shannon Queree

Apologies: Carlyn Dun, Sue Hapek

2. **CONFIRMATION OF MINUTES OF PREVIOUS MEETING:**

**Motion:** Minutes of previous meeting (March) be approved

1. Ross Best 2. Sandy Boyd AIF

3. **COMMITTEE (RETIREMENTS AND CASUAL VACANCIES):**

| Position         | Outgoing        | Incoming                 |
|------------------|-----------------|--------------------------|
| Vice President   | Marianne Vawser | Annette Ashmore          |
| Secretary        | Margaret East   | Shannon Queree           |
| Committee member | Sue Hapek       | Ian Caddy                |
| Treasurer        | Carlyn Dun      | Acting: Coral Williamson |

**Motion:** New committee members be appointed, all other committee members stay in role until next AGM.  
1. Ross Best 2. Sandy Boyd AIF

Special note be made in appreciation of the good works over the years by Marianne Vawser as an active member of the club and committee.

Thank you also to Sandy Boyd for her work over the past couple of months.

3. **BUSINESS ARISING:**

| Description                               | Status   |
|---|--|
| AGM was not held due to Covid-19 lockdown | To be held when physical bridge sessions allowed to commence<br>1. Ross Best 2. Sandy Boyd AIF |

4. **CORRESPONDENCE**

- 4.1 IN:

| Date | Sender                    | Content                                  | Action |
|------|---------------------------|--|--------|
|      | ABF                       | Various newsletters, BBO session details |        |
|      | Vicinity community centre |  |        |
|      | Parramatta Council        | Hall closures, invoice                   |        |
|      | Mathew McManus            | BBO sessions                             |        |

## 4.2 OUT:

| Date | To | Content |
|------|----|---------|
|      |    |         |

## 5. REPORTS

### 5.1 Treasurer Report

- Report tabled
- Balance March \$19,718.91
- Not currently paying rent or Directors fees
- Invoice in dispute for hall rental Oct 2019 – Action Coral
- Membership fees to be paid in full, any concessions will be sorted out next cycle
- Eric Lam has spent considerable time setting up the BBO sessions

**Motion:** Eric Lam be paid consultant fee of \$500 for setting up BBO sessions.  
1. Ross Best 2. Ann Ashmore AIF

### 5.2 Tournament Secretary

- Waiting to announce winner of Monday Eclectic singles – Action Margaret

## 7 GENERAL BUSINESS

- New memberships received for Glenys Fitzpatrick, Pamela Potter, Sherylee Overland, Greg Woodward

**Motion:** Approve membership applications 1. Geoff Henson 2. Ian Caddy AIF

- BBO sessions – general discussion of members contact re BBO sessions

**Motion:** Invite Pennant Hills and Carlingford clubs to participate in our BBO sessions. Clubs will need to appoint a representative to coordinate the members details for the sessions (BBO name, email ABF number) 1. Ross Best 2. Shannon Queree AIF

- Restart of physical bridge - Wait for guidance from the ABF to assist with new Covid-19 plans – Action to monitor
- Bridge lessons - Kathy has advertised online lessons
- Congress – wait on hall booking notice, ready to proceed if possible – Action to monitor
- Geoff requested copy of treasurer report by email before meetings – Action Coral
- Discussion about donation to Picton CWA, no acknowledgement
- Ian expressed an interest in working with developing membership while giving us some insight into his experiences as a new member

**8 NEXT MEETING: 7th July 2020 (Coral Williamson)**

**9 MEETING CLOSED: 8.45 pm**

Income & Expenditure, Bank Summary & Bank Reconciliation March 2020

**Income & Expenditure**

|                             |          |           |
|-----------------------------|----------|-----------|
| Balance brought fwd 1/03/20 |          | 20,118.91 |
| <b>Income</b>               |          |           |
| Table Money                 | 1,578.00 |           |
| Point Levy                  | 210.00   |           |
| Donations                   | 2.00     |           |
| Memberships Home            | 240.00   |           |
| Away                        | 60.00    |           |
|                             | <hr/>    |           |
|                             |          | 2,090.00  |
| Bank Interest               |          |           |
|                             |          | <hr/>     |
|                             |          | 2,090.00  |
|                             |          | <hr/>     |
|                             |          | 22,208.91 |

**Expenditure**

|                   |          |           |
|-------------------|----------|-----------|
| Bank Charges      |          |           |
| Director's Fees   | 864.00   |           |
| Catering          | 31.00    |           |
| Print/Stationary  |          |           |
| Miscellaneous     |          |           |
| Rent              |          |           |
| NSWBA/ABF Fees    |          |           |
| Prizes            |          |           |
| Mobile Phone      |          |           |
| Congress          |          |           |
| NWP's             |          |           |
| Honariums         |          |           |
| Donations         | 1,505.00 |           |
| Internet          |          |           |
| Entry Fees Finals |          |           |
| Masterpoints      |          |           |
| Dealing machine   | 90.00    |           |
|                   |          | <hr/>     |
|                   |          | 2,490.00  |
|                   |          | <hr/>     |
|                   |          | 19,718.91 |

**Bank Summary**

|                             |          |           |
|-----------------------------|----------|-----------|
| Balance brought fwd 1/03/20 |          | 20,118.91 |
| <b>Income</b>               |          |           |
| Income                      | 2,090.00 |           |
| less payments               | 2,556.00 |           |
|                             |          | <hr/>     |
|                             |          | - 466.00  |
|                             |          | <hr/>     |
|                             |          | 19,652.91 |

**Bank Reconciliation**

|                               |           |
|-------------------------------|-----------|
| Bank balance as per statement | 19,718.91 |
| plus outstanding deposits     |           |
| less unpresented cheques      | -         |
|                               | <hr/>     |
|                               | 19,718.91 |

## Income & Expenditure, Bank Summary & Bank Reconciliation February 2020

### Income & Expenditure

|                             |          |           |
|-----------------------------|----------|-----------|
| Balance brought fwd 1/02/20 |          | 18,850.21 |
| <b>Income</b>               |          |           |
| Table Money                 | 3,553.60 |           |
| Point Levy                  |          |           |
| Donations                   | 434.00   |           |
| Memberships Home            | 180.00   |           |
| Away                        | 100.00   |           |
|                             | 4,267.60 |           |
| Bank Interest               |          |           |
|                             |          | 4,267.60  |
|                             |          | 23,117.81 |

### Expenditure

|                   |          |           |
|-------------------|----------|-----------|
| Bank Charges      |          |           |
| Director's Fees   | 1,552.00 |           |
| Catering          | 58.00    |           |
| Print/Stationary  | 80.40    |           |
| Miscellaneous     |          |           |
| Rent              | 1,242.50 |           |
| NSWBA/ABF Fees    |          |           |
| Prizes            |          |           |
| Mobile Phone      |          |           |
| Congress          |          |           |
| NWP's             |          |           |
| Honariums         |          |           |
| Donations         |          |           |
| Internet          | 66.00    |           |
| Entry Fees Finals |          |           |
| Masterpoints      |          |           |
| Petty Cash        |          |           |
|                   |          | 2,998.90  |
|                   |          | 20,118.91 |

### Bank Summary

|                             |          |           |
|-----------------------------|----------|-----------|
| Balance brought fwd 1/02/20 |          | 18,850.21 |
| <b>Income</b>               |          |           |
|                             | 4,267.60 |           |
| less payments               | 2,998.90 |           |
|                             |          | 1,268.70  |
|                             |          | 20,118.91 |

### Bank Reconciliation

|                               |        |           |
|-------------------------------|--------|-----------|
| Bank balance as per statement |        | 19,949.91 |
| plus outstanding deposits     | 169.00 | 169.00    |
| less unrepresented cheques    |        | -         |
|                               |        | 20,118.91 |