

Parramatta Bridge Club Inc.

Committee

MINUTES

7 December 2021

MEETING OPENED: 7.30pm

- ATTENDANCE:** Sandy Boyd, Shannon Queree, Kathy Duke, Ted Richards, Caimein Bowyer, Annette Ashmore
Apologies: VT Alanagar
- CONFIRMATION OF MINUTES OF PREVIOUS MEETING:**
Amendments: none
NOTE: Minutes of previous meeting (November) were approved via email
- BUSINESS ARISING:**

Mtg	Description	Owner
2105.3	Update on process reviews What we want is a spreadsheet of documents by role, templates, and central storage on web. Motion: All to continue working on documenting processes for your role(s). Send to Sandy for review. Shannon is happy to format and publish once finalised. AIF	All Ongoing
2110.1	Dealing machine Will re-assess at the end of January after return to F2F	Shannon
2111.1	Book Ermington Hall for PBC congress 6 th November 2022	Done
2111.2	Christmas Party – Saturday 18 th December Will be a Teams Red Point Event – Sandy will ask Eric to run it. Entry will be free for Members and Associate Members. \$10 for other players. Advertise for Teams to register via email to the club. Phone Ted Richards if any questions. Best dressed team – Christmas theme – wins a prize Christmas closure 24 th to 1/1. 2/1 = Monday red point. Sandy to confirm.	Sandy
2111.3	Welcome Back Trivia Teams planning – Saturday 8 th January Red Points for the Teams Event – Sandy will ask Eric to run it Shannon has the activities list for trivia prizes, Caimein will assist Details to also be sent to members that do not play online by post along with the calendar	Shannon

4. CORRESPONDENCE

4.1 IN:

Date	Sender	Content	Action

4.2 OUT:

Date	Sender	Content	Action

5. **REPORTS**

Reports tabled

5.1 President	
<p>Grand National Novice Pairs Event A big success for us. We have 4 pairs in the final on Dec 11: Mary Smal & Jagrutee Parekh Ann Lawrence & Caimein Bowyer Shannon Queree & Sandy Boyd Alex Berdyshevski & Jeff Dun</p> <p>Congratulations everyone and Good Luck!</p> <p>Directors Our biggest issue facing us as a club is the availability of directors. Please consider becoming one. This is a paid position.</p> <p>Thank you This has been an incredible year that I am sure we would all like to see behind us. But guess what, we survived. I would like to thank everyone for their help. Special thanks to Margaret East and Peter and Carlyn Dun, and of course our committee. Also special thanks to Shannon Queree and Kathy Duke. There is no way I could have made it through the year without everyone's support. Thank you all!</p>	
5.2 Treasurer	
<p>See table at the end for data</p> <p>Balance as at 30 November \$23,069.65</p>	
5.3 Tournament Secretary	
<p>Nothing to report this month</p>	
5.4 Masterpoints	
<p>Masterpoints</p>	<ul style="list-style-type: none"> • We will need to train a Masterpoint Secretary on our return to F2F as a matter of urgency. • Peter Dun has been doing MPs whilst we have been playing online. I am eternally grateful to him. • Process for managing multi-session Red point events still needs to be confirmed and documented.
<p>Promotions report</p>	<ul style="list-style-type: none"> • Puvirajan, Sabalingam has been promoted to Bronze local. Congratulations

5.5 Membership (including communications)	
Note of any issues with members or sessions	None
New members	Arde Moradi
Number of members (total)	143
Membership improvement activities	Have received very positive feedback on our communications
Website	Nothing to report
5.6 Education	
Training held	<ul style="list-style-type: none"> Beginner Bridge lessons at Hunters Hill complete
Training planned	<ul style="list-style-type: none"> None
Any attendance at training or accreditation of directors	<ul style="list-style-type: none"> None
Any attendance at CPD training or accreditation of teachers	<ul style="list-style-type: none"> None

Motion: All Reports be accepted 1. Ted 2. Sandy AIF

6. GENERAL BUSINESS

6.1. RealBridge Eating & noise during the game

Reminder on our website

Eric & Kathy to use messages in the games to remind people that they can be seen and heard and need to remember that laying on RealBridge should be treated as if they were at a table in the club. Other players do not like watching people eat and background noise is distracting.

6.2. Fees going up in January

Flat rate of \$6 for all members (no concessions) and \$8 for visitors at all sessions (Online or face to face). If you have a pre-paid card, they are still valid at F2F sessions and these will be available for purchase again at the start of 2022.

6.3. Sessions in January

Saturdays in January will return to face to face at Carlingford. All other sessions will remain online. From February, Shannon will hopefully be directing, commencing with the Wednesday supervised session at Burnside.

6.4. Membership Fees for 2022

We are now collecting Membership Fees for 2022:

\$40 for Home Member renewals

\$15 for Away Members

Extra \$10 for new member registration (not already with a club).

6.5. 2022 Calendar

Draft prepared by Sandy – will send to all for review and feedback. Once calendar is reviewed we can review prize allocations.

6.6. Red Point Events

2 booked. We will have 16 Red Point events for 2022 and Sandy has drafted them on the calendar.

6.7. Return to Face to Face

QR code required for Carlingford and Burnside. Players to show their vaccination certificate on entry.

6.8. Farewell to Kathy Duke

The committee said farewell to Kathy Duke, who is relocating to Queensland on 17th December. Kathy will continue in her role as Secretary for the club as well as directing online sessions when required.

7. NEXT MEETING: 11 January 2022 at Sandy's house

8. MEETING CLOSED: 9:05pm

Financial Reports October 2021

Transactions

INCOME								
2021	Sum of Table Money	Sum of Special Event Fees	Sum of Membership	Sum of Training	Sum of Operational	Sum of Bank Interest	Sum of Subtotal	
Jan	\$ -	\$ -	\$ 30.00	\$ -	\$ -	\$ -	\$ 30.00	
Feb	\$ 976.49	\$ -	\$ 1,340.00	\$ -	\$ 210.00	\$ -	\$ 2,526.49	
Mar	\$ 1,149.26	\$ -	\$ 1,720.00	\$ 55.00	\$ 1.00	\$ -	\$ 2,925.26	
Apr	\$ 2,919.00	\$ 154.00	\$ 320.00	\$ -	\$ -	\$ -	\$ 3,393.00	
May	\$ 4,009.46	\$ 97.00	\$ 30.00	\$ 105.00	\$ -	\$ -	\$ 4,241.46	
Jun	\$ 2,417.00	\$ 754.00	\$ 40.00	\$ -	\$ -	\$ -	\$ 3,211.00	
Jul	\$ 1,781.00	\$ 20.00	\$ -	\$ -	\$ -	\$ 0.87	\$ 1,801.87	
Aug	\$ 2,671.36	\$ -	\$ -	\$ 166.60	\$ -	\$ 1.70	\$ 2,839.66	
Sept	\$ 2,160.00	\$ -	\$ 15.00	\$ -	\$ 3,000.00	\$ 303.42	\$ 5,478.42	
Oct	\$ 2,330.24	\$ -	\$ 20.00	\$ -	\$ -	\$ 1.57	\$ 2,351.81	
Realbridge	\$ 2,330.24	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 2,330.24	
Interest	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 1.57	\$ 1.57	
Membership	\$ -	\$ -	\$ 20.00	\$ -	\$ -	\$ -	\$ 20.00	
YTD Grand Total	\$ 20,413.81	\$ 1,025.00	\$ 3,515.00	\$ 326.60	\$ 3,211.00	\$ 307.56	\$ 28,798.97	

PAYMENTS									
2021	Sum of Hall rental	Sum of Director Fees	Sum of Membership	Sum of Masterpoints	Sum of Operational	Sum of Training	Sum of Equipment	Sum of Special Events	Sum of Subtotal
Jan		\$ 880.00		\$ 46.73	\$ 316.00				\$ 1,242.73
Feb		\$ 680.00			\$ 250.00	\$ 742.50			\$ 1,672.50
Mar	\$ 363.75	\$ 640.00			\$ 519.78				\$ 1,523.53
Apr		\$ 1,205.00							\$ 1,205.00
May	\$ 584.56	\$ 1,096.00	\$ 838.00	\$ 79.63	\$ 199.99		\$ 422.62	\$ 174.00	\$ 3,394.80
Jun	\$ 485.00	\$ 1,504.00			\$ 349.00				\$ 2,338.00
Jul	\$ 96.52	\$ 1,240.00			\$ 66.00				\$ 1,402.52
Aug	\$ 4,053.07	\$ 1,440.00	\$ 222.00	\$ 213.77	\$ 210.00				\$ 6,138.84
Sept		\$ 1,360.00							\$ 1,360.00
Oct	\$ 804.84	\$ 1,440.00		\$ 630.48					\$ 2,875.32
Directors Fees		\$ 1,440.00							\$ 1,440.00
Masterpoints				\$ 295.18					\$ 295.18
RealBridge Fees	\$ 804.84								\$ 804.84
Gold points				\$ 55.30					\$ 55.30
GNOT				\$ 280.00					\$ 280.00
YTD Grand Total	\$ 6,387.74	\$ 11,485.00	\$ 1,060.00	\$ 970.61	\$ 1,910.77	\$ 742.50	\$ 422.62	\$ 174.00	\$ 23,153.24

Reconciliations

OCTOBER. 2021

Balance brought forward from previous month	\$ 19,540.53
Add Receipts	\$ 2,351.81
	<u>\$ 21,892.34</u>
Less Payments	\$ 2,875.32
Balance carried forward to next month	<u>\$ 19,017.02</u>

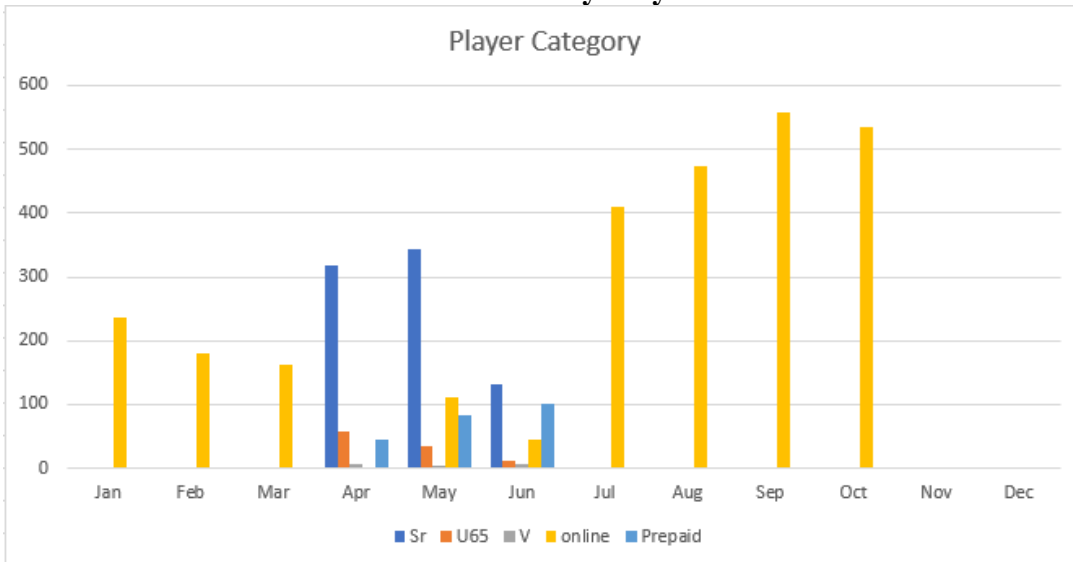
Budget

2021	Adj Covid 1 Jan	Adj Covid 2 Jul	Actual	Variance
INCOME				
Membership	\$ 3,500.00	\$ 3,500.00	\$ 3,515.00	\$ 15.00
Table Money	\$ 24,000.00	\$ 22,500.00	\$ 20,413.81	-\$ 2,086.19
Special Events	\$ 7,500.00	\$ 7,500.00	\$ 1,025.00	-\$ 6,475.00
Training	\$ -	\$ -	\$ 326.60	\$ 326.60
Operational	\$ -	\$ -	\$ 3,211.00	\$ 3,211.00
Bank Interest	\$ 625.00	\$ 625.00	\$ 307.56	-\$ 317.44
Sub total	\$ 35,625.00	\$ 34,125.00	\$ 28,798.97	-\$ 5,326.03
EXPENDITURE				
Hall rental	\$ 17,000.00	\$ 10,000.00	\$ 6,387.74	-\$ 3,612.26
Director Fees	\$ 21,000.00	\$ 17,500.00	\$ 11,485.00	-\$ 6,015.00
Membership	\$ 2,320.00	\$ 1,200.00	\$ 1,060.00	-\$ 140.00
Masterpoints	\$ 1,200.00	\$ 1,000.00	\$ 970.61	-\$ 29.39
Special Events	\$ 5,000.00	\$ 5,000.00	\$ 174.00	-\$ 4,826.00
Training	\$ 1,000.00	\$ 1,000.00	\$ 742.50	-\$ 257.50
Operational	\$ 5,000.00	\$ 2,000.00	\$ 1,910.77	-\$ 89.23
Equipment	\$ 1,000.00	\$ 1,000.00	\$ 422.62	-\$ 577.38
Sub total	\$ 53,520.00	\$ 38,700.00	\$ 23,153.24	-\$ 15,546.76

Other Reports

Table money summary							
Actual	IN	OUT >				Adjusted	
Month	Table money	Director Fees	Hall Rental	Masterpoints	Profit/Loss	Director fee waivers	Adjusted profit/loss
Jan	382.99	880	0	26.54	-523.55	0	-523.55
Feb	593.5	680	0	26.54	-113.04	0	-113.04
Mar	1149.26	640	210	26.54	272.72	0	272.72
Apr	2463	1816	1253.23	71.26	-677.49	470	-207.49
May	2571	2584	1385.12	71.26	-1469.38	760	-709.38
Jun	1716	2080	1193.8	71.26	-1629.06	640	-989.06
Jul	1592	1440	313.12	86	-247.12	0	-247.12
Aug	1860	1360	349.22	86	64.78	0	64.78
Sep	2300	1440	424.08	86	349.92	0	349.92
Oct	2092	1360	405.84	86	240.16	0	240.16

Player by Fee Structure



Total tables per month 2021

