

MINUTES
ABF Management Committee Meeting
Vibe, Goulburn Street on Saturday 12th April
and
NSWBA, 162 Goulburn Street on Sunday 13th April

1. ROLL CALL

Keith McDonald (President), Roy Nixon (Treasurer), Simon Hinge, Allison Stralow

In Attendance: Eilis Magner (Legal Counsel), Jane Rasmussen, Bruce Neill (Observer)

Apologies: Dianne Marler (Secretary)

2. CONFIRMATION OF PREVIOUS MINUTES – 1st and 2nd March 2014

Amended 4(ii) Ben to Bill. Minutes were confirmed.

3. MATTERS OUTSTANDING FROM PREVIOUS MINUTES

EM	Dignity and Respect Paper finalization	Progressing
EM	Workplace OH&S – seek a legal expert	Pending
DM	Wardrobe policy and special projects	Pending
DM	NPC reports for World Youth	Progressing
RN	Independent opinion from HR specialist	Progressing
SH	Web succession plan – PD from Webmaster	Progressing
EM	Oz-one outstanding claim – seek legal advice	Pending
JR	Post eligibility document to website	Pending
BN,KM,DM	Youth Policy on protection of minors	Pending

4. Management Committee Reports

(a) President's Report

- (i) At the forthcoming AGM the President will be standing down and there will also be a vacancy in the position of Secretary. President to inform all councillors and state associations. **Action: KM**
- (ii) CTD of Australia, honorarium will be replaced by a retainer. Current appointment will cease at the end of 2015. All future appointments will be for two years. Expressions of interest will be called for with a specific job description. Secretary to send a memo to current CTD. Honorarium will be removed as an AGM agenda item. **Action: DM**
- (iii) Several AGM agenda items will be removed. President's meeting, confirmation of mid-term meeting minutes and all franchised event reports. Franchised event reports will be made available to council via the website.
- (iv) President moved that Legal Counsel be made an Honorary Member of the ABF at the forthcoming AGM. Seconded by Bruce Neill.
- (v) At the recommendation of the Management Committee and subsequent endorsement of the Council, Russell Harms to become Legal Counsel following the AGM.

- (b) **Secretary's Report (this was from a pre-circulated report)**
- (i) Expression of interest from a pair of Ladies for the 3rd place in the Women's team for Asia Cup. All pairs participating will be funded at the same monetary level. **Action: JR**
 - (ii) Hilary Yovich to be thanked for her contribution whilst on the Women's Committee. **Action: DM**
- (c) **Treasurer's Report**
- (i) Advice from Moore Stephens on Governance to be an agenda item for the AGM.
 - (ii) The Treasurer pre-circulated a report on the first quarter finances.
- (d) **Executive Secretary Report**
- A lockable door has been installed in the store-room at ABF HQ.
- (e) **Legal Counsel**
- (i) Legal Counsel to seek independent legal advice re: Marston claim. **Action: EM**
 - (ii) Laurie Kelso has re-written the appeals regulations.
 - (iii) Matthew McManus has re-drafted the Youth Policy which is to be placed on the website.
 - (iv) Appeals regulations have been updated. MC approved.
 - (v) ABF Youth discount policy was endorsed by the MC.
 - (vi) Peter Jamieson has resigned from the Ethics Committee, Peter to be thanked for his contribution whilst on the Ethics Committee. Simon Hinge has expressed a desire to resign from National Authority and be appointed to Ethics Committee. As there are still two vacancies on these committees, Legal Counsel will issue invitations and make recommendations as to filling those positions at a later date. Legal Counsel has issued invitations to Hugh Grosvenor to serve on the National Authority and to Griff Ware to serve on Ethics. MC approved these changes.

5. OFFICER and COMMITTEE REPORTS

- (a) **Tournament Committee**
- The ABF prefers to have Non Playing Captains. TC to draft policy. **Action: BN**
- (b) **National Tournament Coordinators**
- (c) **Masterpoint Centre**
- A request to have the National.txt file in the download area of the Masterpoint Centre website was discussed. MC agreed that this should be part of the regular uploads on the site. **Action: RN**
- (d) **Youth Committee**
- A report was received from the Youth Coordinator. There was a request to send a team of Under 15s to Turkey. The MC do not support Under 15's travelling overseas in representative teams. MC also would like to see what progress has been made with the Parental release form. The MC would like a report by September with specific recommendations re: Youth Week 2015. Secretary to convey the MC decision to the Youth Coordinator. **Action: DM**
- (e) **Women's Committee**
- Secretary and Shirley Newton are finalizing details for the online tournament.

- (f) **National Viewgraph Coordinators**
- (i) BBO will be at all ABF managed events. The use of BBO will be at the discretion of licensed events.
 - (ii) The MC discussed the viability of running training sessions to gather more BBO operators. A suggestion that a seminar at the Gold Coast Congress and the Summer Festival of Bridge or wherever there is an audience. MC would also like input for the coordinators on telecasting Pairs Vs Teams. MC would also like a breakdown of the costs involved. **Action: JR**
- (g) **National Marketing Officer**
- (i) Marketing Officer suggested we make better use of our Facebook page. Chair of Marketing will thank Sandra for her constructive comments and inform her that we will be more proactive in this area. **Action: AS**
 - (ii) There will be a marketing workshop in Sydney on the 14th and 15th June for all State and Territory Marketing Officers.
- (h) **National Teaching Coordinator**
- (i) Northern Territory would like to have a TTP. MC agreed that if the Coordinator could build it into the 2015 budget that it could be a possibility.
 - (ii) Professional Development for Teachers later in 2014. Would the States sponsor this initiative? Secretary to write to all States. **Action: DM**
- (i) **Technology**
- (i) Chairman of Technology suggested that all documentation be in a central storage area within the intranet. Look into document management systems with a migration plan and training. **Action: SH**
 - (ii) Chairman will also make enquires re: secure online entry form for all ABF events on website. **Action: SH**
- (j) **National Recorder**
- (k) **Finance Committee**
Finance Committee minutes to be placed on website.
- (l) **Strategic Plan**
Executive Secretary to write to all States to obtain list of grants available in each State or Territory and ask them to bring them to the Marketing Workshop. Also utilize internet publications for non-profit organizations. **Action: JR**

6. AUSTRALIAN EVENTS

- (a) **Playoffs 2014**
Secretary to request a report from the Tournament Organiser. **Action: DM**
- (b) **GNOT**
- (c) **Bridge for Brains**
- (d) **Australia Wide Pairs**
Novices will now receive Masterpoints.
- (e) **Nation Wide Pairs**
- (f) **Make-a-Wish Foundation**
\$1301 was raised at the Gold Coast Congress.
- (g) **Licensed Events**
- (h) **Summer Festival**
- (i) **ANC 2014**
 - (i) Restricted teams to be part of the ANC was discussed but was decided that this was not an option at this point in time.
 - (ii) ANC in WA will be back at the Esplanade in Fremantle.

7. **INTERNATIONAL EVENTS**

- (a) **World Youth – 2013**
- (b) **World Championships – 2015**
- (c) **Asia Cup**

Currently there is an Open, Ladies, Senior and Youth team participating in the Asia Cup. A second senior team is being selected via expressions of interest. If there is more than one team interested, the President will make the final decision.

- (d) **Commonwealth Nations Bridge Championship**
- (e) **Other Overseas Events**

8. **GENERAL BUSINESS**

- (a) **Playoffs 2015**

Playoff dates for 2015-will be 31st January to 5th February.

- (b) **EBU Ranking Scheme**

BN to discuss further technical requirements with Peter Busch and Barry Capel.

Action: BN

- (d) **WBF VP Scale**

All matters of the WBF Victory Scale have been referred to Peter Buchen.

9. **CORRESPONDENCE**

- (a) Email from Julian Foster re: online bridge tournaments. Need further information from Julian.

Action: RN

- (b) Email from Cathy Chua re: History of Australian Bridge V2 – due to several issues unable to complete the task. Simon to make contact .

Action: SH

Forthcoming Meetings

24/25 May 2014 – AGM Canberra

ACTION ITEMS FROM THE APRIL MEETING

Item	Action Required	By Who
4a(i)	President to stand down	KM
4a(ii)	CTD honorarium etc	DM
4b(i)	Pay subsidies	JR
4b(ii)	Hilary Yovich	DM
4e(i)	Seek independent legal advice re: Marston	EM
5a	TC to draft non-playing Captains policy	BN
4c	National.txt file in download area	RN
4d	No U15s and parental release and Youth Week 2015	DM
5f(ii)	BBO training and Pairs Vs Teams	JR
5g(i)	Thank Sandra	AS
5h(ii)	Professional Development – State sponsorship	DM
5i(i)	Look into document management	SH
5i(ii)	On-line entry for website	SH
5l	Source grant information	JR
6a	Write to TO for report	DM
8b	Further technical with Barry Capel and Peter Busch	BN
9a	Further information re: bridge tournaments online	RN
9b	Correspond with C Chua re: History of AB V2	SH