

MINUTES

ABF Management Committee Meeting

Saturday 20th and Sunday 21st September 2014 at NSWBA, 162 Goulburn Street, Sydney

1. ROLL CALL

Bruce Neill (President), Roy Nixon (Treasurer), Allison Stralow (Secretary), Simon Hinge and Dallas Cooper

In Attendance: Keith McDonald (President Emeritus), Jane Rasmussen (Secretariat)

Apology: Russel Harms (Legal Counsel)

2. Confirmation of previous minutes 2nd and 3rd August 2014

Minutes were confirmed.

3. Matters outstanding from previous minutes

4. Correspondence

- a. Di Marler re: WIB online tournament. Secretary to thank DM. **Action: AS**
- b. ANC Report, Secretary to thank Convenors and the NSWBA. **Action: AS**
- c. BAWA, noted and appreciate feedback. **Action: AS**

5. MC Reports

a. President's Report

- (i) Place articles in Dropbox and notify the Secretary of any changes that are required.
- (ii) Recommends changing the voting procedures and also extending it to the voting of Supplemental Councillors for consistency. Ask General Counsel to draft a resolution to put voting procedures used at AGM in the By-Laws. **Action: BN**
- (iii) Seminars for club administrators and high level players to be conducted at the SFOB and GCC for dissemination of information.
- (iv) Ex gratia Masterpoints to be awarded to two players in the ANC Swiss Pairs. **Action: BN**
- (v) The Tournament Committee Chair, Kim Morrison, has indicated a desire to step down. The MC thanks him for his long and valuable service. Laurie Kelso, who is an ABF Council member as required by the ABF Constitution, has been appointed as Acting Chair until the 2015 ABF AGM.
- (vi) ANC Rotation to revert back to NSW before SA.

b. Secretary's Report

- (i) Protocol agreed for relaying email and correspondence to the MC. Two folders, General Correspondence & Correspondence to the Secretary, will be set up in Dropbox.

c. Treasurer's Report

- (i) Budget process discussed with pro-forma and descriptive documentation pre-circulated to the Management Committee.
- (ii) Treasurer also circulated a list of current ABF charges.
- (iii) Overall numbers – is there a link between this and the Travel Insurance. TBIB to be asked for a list of ABF Numbers to do a cross-check. **Action: AS**

d. Executive Secretary's Report

e. General Counsel's Report

General Counsel pre-circulated a report to the MC.

- (i) Legal Counsel recommended that all affiliates who run ABF licensed events should be informed that the ABF is formulating child protection policies. It may become a condition of such licences that all directors and all caddies over the age of 18 have "Working With Children" checks in the event that any caddies under the age of 18 are employed or in the event that any entrant in the event is under the age of 18.
- (ii) Legal Counsel also recommended that all national directors be similarly advised to enable them to apply for the appropriate clearance in a timely fashion.

6. Other Reports

a. Tournament Committee

- (i) TC minutes were confirmed and approved.
- (ii) The Management Committee has asked the Tournament Committee to review the format and timing of the annual Playoffs which select Australian Representative Teams, recognising the different target events across the four-year WBF cycle. The TC has responded with recommendations which will be published on abf.com.au with a request for comment, and specifically suggests moving the Open and Women's playoffs to early December. Any changes will be implemented for the selection events for 2017.
- (iii) In light of feedback from the 2014 ANC, the MC has asked the TC once again to consider how to handle byes in the Interstate Teams. A request for comment has been put on the web, and sent to State/Territory Secretaries and Presidents.

b. National Tournament Coordinators

Report received.

c. Masterpoint Centre

No report.

d. Youth Committee

No report.

e. Women's Committee

Report received from the Chair of the WIB Committee. The recent Pacific Asia on-line Women's Bridge Festival was a successful initiative. Secretary to thank WIB chair for her report.

Action: AS

f. National Viewgraph Coordinators

Report received.

- (i) A detailed report of the number of hits and users during the ANC was presented to the MC.
- (ii) The MC agreed that the NVC should follow up on their suggestions to increase ABF branding of BBO broadcasts, that licensees be required to publicize the ABF sponsorship of the broadcasts on their event web sites, bulletins and other promotional material. BBO operators could also be required to broadcast the fact that the ABF is sponsoring the BBO coverage as part of their opening/closing comments for each session. It may also be possible to acknowledge the ABF sponsorship on the event schedules on Traian's web site livebridge.net. **Action: AS**

g. National Marketing Officer

Outline of work carried out since the last MC meeting.

h. National Teaching Coordinator

Outline of work carried out since the last MC meeting.

i. Technology Committee

- (i) Succession plan for Webmaster in place with the services of Grant Kilvington for technical issues and the Secretariat for the day to day housekeeping.
- (ii) Online payment facilities moving along, Chair has had meetings with a designer and members of the VBA and VCC facilitators re: criteria. Currently gathering information for specifications.
- (iii) Players page on the ABF website is up and running.

- (iv) Migration Path P/L will not be assisting in next year's BfB Research Challenge. Chairman to investigate alternatives. MPPL has been asked to submit a proposal to the ABF for Nationwide Pairs.
- (v) Chair of the Technology Committee will present a position paper for the November meeting on aspects relating to the ABF involvement in on-line-bridge.

7. Australian ABF & Licenced Events

- a. ANC 2014**
Report from the TO and CTD was received. Secretary to congratulate and thank Convenors and NSWBA **Action: AS**
- b. ANC 2015**
- c. SFOB 2015**
 - (i) Prize structure approved by the MC.
 - (ii) Board dealing contract to be the same as for 2014.
 - (iii) Guarantee sort from venue re Ethernet wiring for BBO of matches
- d. Playoffs 2015**
 - (i) Sean Mullamphy is Convenor for the 2015 Open, Women's and Senior Playoffs.
 - (ii) No new tables to be purchased.
- e. CNBC**
Secretary to write to the QBA to ask for a proposal for the 2018 Commonwealth Nations Bridge Championships at the Gold Coast outlining the involvement they expect from the ABF. **Action: AS**

8. Governance

The MC received a report from the Chair of the Governance Committee amended to reflect feedback to date from States and Territories and advice from General Counsel. The recommendations will be presented to the mid-term meeting of the ABF Council in November.

9. International Events

- a. Asia Cup**
- b. WBF Event**
Put on the agenda for the mid-term meeting.

10. General Business

- a.** Renewal of contracts for the NMO and the NTC to December 2016. **Action: AS**
- b.** President to speak to the National Marketing Officer re: uniform policy. **Action: BN**
- c.** Remuneration Sub-Committee formed to look into all aspects of remuneration. Members Bruce Neill, Roy Nixon and Dallas Cooper.
- d.** Australian Bridge agreement.
- e.** Don Clilverd to be presented with the Committee of Honour plaque at the SFOB at a mutually convenient time. **Action: JR**

11. Forthcoming Meetings:

Mid-term Meeting 8th November – Sydney
 9th November – Sydney
 13th and 14th December – Melbourne
2015
 12th and 13th January 2015 – Canberra
 28th February and 1st March 2015 – Broadbeach
 AGM 18th and 19th April 2015 – Canberra
 13th and 14th June- Sydney

Action Items

<i>Ref</i>	<i>Who</i>	<i>Action Item</i>	<i>Status</i>
14.05	RN	Investigate national.txt file in download area	progressing
14.06	AS	Develop policy U15s and parental release and Youth Week 2015	progressing
14.09	SH	Look into document management	progressing
14.10	SH	Investigate On-line entry for website	progressing
14.12	BN	Seek technical information re ranking system from Barry Capel and Peter Busch	complete
14.13	RN	Look into Bridge Tournaments online	progressing
14.20	RN	Purchase Mindsports business name	progressing
14.21	RH	Seek resource to set policy re Duty of Care – minors	progressing
14.28	RN	BBO Seminars – strategy document	progressing
14.30	BN	Ranking scheme	progressing
14.38	PG	Teaching in schools	progressing
14.39	KM	ABF Foundation	progressing
14.40	RH	Investigate SABA arrangements with “satellite clubs”	progressing
14.41	AS	Follow up re restricted events	progressing
14.44	BN	Contact BBO Organisers re policy on commentary in broadcasts	Complete – guidelines on web-site
14.45	BN, JR	Arrange to keep HR files at ABFHQ	Complete- HR file in Dropbox – will be populated progressively
14.47	RN, BN	Prepare a paper re hosting WBF World Championship event	progressing
14.49	RH	Review Disciplinary processes	progressing
14.50	BN	Discuss Youth Coordinators role with Chair of Youth Committee	progressing
14.52	RH	Prepare Privacy Policy	progressing

Action Items from the meeting of the 20th and 21st September

4a	AS	Di Marler re: WIB online tournament. Secretary to thank	
4b	AS	ANC Report, Secretary to thank.	
4c	AS	BAWA, noted an appreciate feedback.	
5c(iii)	AS	Travel Insurance Numbers	
6e	AS	Thank Chair of WIB for report	
6f	AS	NVC to follow-up on their suggestions re: BBO	
7e	AS	Write to QBA re: CNBC	
10a	AS	Renewal of contracts for the NMO and the NTC to December 2016.	
10b	BN	President to speak to the National Marketing Officer re: uniform policy.	
10c	JR	Contact Don re: SFOB attendance	