

Minutes
ABF Management Committee Meeting
February 28/29 2004
Commencing at 9.00am each day
ANA Hotel, Surfers Paradise, Queensland

1) *Roll Call*

Keith McDonald (Chair), Justin Stark (Treasurer), Eric Ramshaw, Eilis Magner (General Counsel), Valerie Brockwell (Minute Secretary).

Apology

Dennis Yovich, John Arkinstall

2) **Confirmation of Minutes of meetings held January, 2004.**

The minutes were amended to reflect the fact that the flying resolution (at the end of the minutes) was moved from the Chair

3) **Matters Arising**

Refer to Action Sheet which follows.

Item	Action	Subject	
4b(i)	VB	AGM – distribution of notices	done
4b(ii)	JS	AGM – Councillors travel	pending
4c	DY	J Roberts NPC report	done
4d	VB	Write to Chair WBF Women’s Committee	done
4e	VB	NAB signatories	Done
5	DY	Dates for MC meetings 2004	Discuss under item 10a
5a	DY	Dates for ABDA, ATBA, Presidents meetings	Pending
5c	JS	Nationwide Prs – 1/4ly report	Done (discuss later)
5e	JS	Borin debt (\$4100 pending)	In hand
5f	EM	Contracts required (WJC, IOBC, Nationwide Prs, Licenced events, Webmaster)	WJC pending: IOBC in DY’s hands: Lic events pending: NW Prs pending: Webmaster pending
5g	DY	PQP notice in N’letter	EM now to action
5h	DY	Distribution of GNOT Certificates	Awaiting advice from Convenor
5i (i)	JS	Library Insurance	In train
5j(ii)	DY	Magazine donation	Done
5j	EM/ER	Availability form	EM to action
5k	DY	Expressions of Interest SF Convenor	Hold until May meeting. Ad for Newsletter later in the year
5k(ii)	VB	Invite SF Convenor as guest to May MC meeting	Pending

5k(iv)	DY	NOT News	Agenda item this meeting
5l	DY	ABF Liaison Officer (for all events)	Agenda item this meeting
5m	KM/JA	Spicers	pending
5q	EM	Letter to WA solicitor	pending
5r	VB	Code of Conduct distribution	Done
5s	DY	Club B4 events	Agenda item this meeting
6a	EM/JS	ABF System Card	Agenda item this meeting
6b	EM/DY	ABF Alerting Regs (copyright on booklet)	done
6c	JS	PQP Coordinator	outstanding
9c(i)	DY	Playoffs Press Release	passé
9c(ii)	ER	Playoff subsidies	In train
9d	DY	ANC	Agenda item this meeting
9e	JS	Travel subsidies for International teams	pending
9f(i)	DY	Article in N'letter re submission of incorrect scores	done
9f(ii)	JS	Publish budgetary allocation for o/s teams	pending
9f(iii)	DY	Seniors age criteria	Agenda item this meeting
9f(iv)	DY	Licence fee for 2005 ANC	Agenda item this meeting
9f(v)	DY	GP fee increase	Agenda item this meeting
9f(vii)	ER	Convenors Guidelines	done
9f(vii)	JS	EBU Scoring Program	pending
10a	DY	ANC Review	Done (awaiting feedback)
10b	DY	2006 Comm Nations Bridge Ch'ship	done
10c	DY	2005 WJC	done
10d	DY	Restricted Events	Agenda item this meeting
10f	JS	Youth Budget (JS to distribute to MC)	List for May meeting or Flying Minute
10g	DY	Single Member clubs	Agenda item this meeting
10h	DY	MP Manual Review	Done
10i	JS	Gue Travel Proposal	Pending
10j	DY	NPC duties	Done
10k	DY	ABF Handbook	Agenda item this meeting
10l	ER	TC Meetings	Discuss in TC Report
10m	DY	Rights of inactive players	Agenda item this meeting

President's Report

- a) *ABF Masterpoint Centre Balance sheet*
The ABF Masterpoint Centre Balance sheet and profit & loss statement used in preparation of the ABF accounts was tabled and discussed.
- b) *Gold Coast Brochure*
Noted that the QBA advised ER that the omission of the details of the 2004 Playoff from the Gold Coast brochure will be corrected for the 2005 brochure.
- c) *Report from Recorder at 2004 Gold Coast Congress.*
The National Authority will address, by flying minute, the interpretation of the requirement of the Laws that dummy pay due attention to the play **Action EM**
- d) *ABF Website*
It is inappropriate for comments by players about the regulations for the Playoff to be published on the ABF web page unless this has been arranged by PLC. The Treasurer to request their removal by the Webmaster. **Action JS**
- e) *Query to WBF President re Seniors*
The President has written to Jose Damiani to query the eligibility criteria for Senior players, noting that it may have implications for the ABF 2005 Playoff
- f) *Invitation to Summer Festival Convenor*
The President would like the Convenor of the Summer Festival to attend the May Management Committee meeting to discuss the Summer Festival and in particular the construction of an advertisement for a new convener.
- g) *Rabbi Helman*
The President had written to Rabbi Helman thanking him for his continuing interest in Australian youth bridge.
- h) *New GP event in Northern Territory*
The Management Committee ratified the acceptance by the President, for 2004, of the (new) Territory Gold Bridge Festival and the release of its brochure. The conditions for the 2004 Festival are: licence fee of 10% of the MP fee, Gold Points but not PQP, a non-playing director of at least State level. Continuation of the event in 2005 requires self-sufficient funding, a National level director and an appropriate time-slot
- i) *BFACT*
The Treasurer to ascertain Summer Festival distribution to BFACT. **Action JS**
- j) *NSWBA Loan*
Noted the necessity to determine whether the NSWBA loan will be repaid by 31/3/05.
Action JS
- k) *Report from Player Liaison Committee*

Correspondence concerning the report from the Player Liaison Committee noted.

l) SABF Request

SABF request for approval for D Lusk to direct the ANSSP was approved subject to the requirement that a (nominated) National I director be available for consultation. VB to advise D Marler noting that the requirement for ER to approve the brochure before its publication. **Action VB.**

m) "Bridge for Brain Research" challenge

The President reported that he had discussed the "Bridge for Brain Research" challenge with M-A Brifman who also indicated that she would accept his offer that she serve on the Marketing Committee.

n) Promotion of Bridge

Noted that (i) Elaine Lee had offered her services to participate in a campaign to promote bridge and (ii) the article on "Activity is the goods to True Blue Satisfaction" authored by Ross Gittens

o) The President welcomed the ABF Accountant, Don Walker, to the meeting.

Don presented the audited accounts for the ABF and the James O'Sullivan Foundation for 2003. The Management Committee authorised the relevant officers to sign and lodge the master documents. Don outlined the difficulties of dealing with reports from conveners of ABF events and suggested that a *pro forma* would be very useful. The President thanked Don for his efforts during the year and his attendance at the meeting.

5 Secretariat Report

a) Playing Cards

An email from WBF re SIC Playing Cards was noted

b) Vetting of MC Minutes

It was reiterated that ABF Secretary, D Yovich, sends the minutes to General Counsel for vetting before transmission via J Stark to the Webmaster. The December 2003 Management Committee minutes and the January 2004 Management Committee minutes are yet to be vetted. **Action DY/EM/JS**

c) 2004 Olympiad, Istanbul

(i) The President to respond to the email from C Compton that the ABF will not support the American request that the WBF move the event from Turkey. The President to write immediately to the WBF President to advise that compensation will be sought if a change of venue at the last minute causes a financial loss to the ABF such as that resulting from the Bali fiasco. **Action KM.**

(ii) On the basis of the current travel advisories, Australian teams will compete but players may elect to decline any invitation to participate. The ABF expects to

be in a better position to determine whether teams will be sent to Istanbul at the May Management Committee meeting The Declaration of Availability and Indemnity Agreement require amendment to reflect the current conditions. The subsidy will be based on the cheapest airfare available on the date that the decision is promulgated.

d) ABF AMEX Card

The meeting authorised the Secretary, The Treasurer and the ABF Secretariat to be card holders. The Treasurer to arrange for the additional cards. **Action JS**

e) Secretariat Financial Statements

Secretariat financial statement tabled and accepted.

6. Treasurer's Report

a) New Bank Accounts

Three new accounts have been opened: Commonwealth Nations Bridge Championship 2006; WJC 2005; ABF Account Payments.

b) ABF Insurances

(i) The ABF Directors and Office Bearers Insurance has been renewed. The Treasurer has discussed with (broker) Temby the possibility of a blanket Directors and Office Bearers Insurance clubs.

(ii) Noted that the Treasurer will present a breakdown of all insurances held by the ABF at the AGM. **Action JS.**

c) GNOT

The Committee agreed to raise the cost of the original entries in the GNOT State heats from \$10 to \$12 in 2005. This needs to be promulgated by June 2004. **Action JS.**

d) Capitation Fee

The Treasurer led a discussion on the relation between the capitation fee and the masterpoint fees.

e) ABF Audited Financial Accounts

The ABF loss (\$30257) for the year is due mainly to the considerable expense on international travel. A number of potential inconsistencies were identified in items relating to the Playoff.

Moved (JS/KM) that the audited financial reports be approved. Carried.

7. Secretary's Report

(a) NOT News

The Committee considered the deficiencies in previous years and reached the strong opinion that the Convenor is regarded as the Publisher, hence approval to print will be needed to be given at a reasonable hour. This requires a change in approach i.e. Tuesday's edition will include items of interest up to 5pm on the previous day. Any legal queries should be referred to General Counsel before giving permission to print. If "politic" comments need to be reviewed, the Convenor should refer to the ABF Liaison Officer.

8. General Counsel's Report

a) *World Junior Championship 2005*

General Counsel has discussed the WBF contract for WJC05 with D Stern. The ABF will accept the entry of any contestant. The ABF is not in a position to guarantee what the Government might or might not agree to regarding visa matters.

b) *Privacy Issue*

General Counsel has responded to a player's enquiry that a request for DOB on applications to join a club is an optional rather than a necessary requirement, consequently there is not an issue of privacy.

c) *IOBC Contract*

General Counsel has examined the IOBC contract and made some suggestions, mainly that the Dispute Resolution clause was inappropriate; the arbitrator could be appointed by the WBF President

d) *Webmaster's Contract*

General Counsel reported that she has completed the draft of the contract for the Webmaster.

e) *Appeals Forms*

General Counsel has vetted the report on appeals received from P Gue and submitted it to the webmaster.

f) *Complaint at the Summer Festival*

General Counsel considered that a general complaint about table atmosphere at the Summer Festival was not a matter for either the Ethics Committee or the National Authority. The President will contribute an article to the ABF Newsletter highlighting that "bridge is a friendly game". **Action KM**

g) *Declaration of Availability*

(i) Needs redrafting. **Action EM**

(ii) The question of performance enhancing drugs needs to be addressed in the Declaration of Availability. The Committee directed ER to ask the Tournament

Committee to set in place documentation for a regime to be able to provide evidence that the ABF is adhering to the drug policy. **Action ER.**

9 Tournament Committee Report

a) *Letter from TBA*

A letter from the TBA Secretary objecting to the changes to the 2004 ANC dates was noted

b) *Format of 2005 ANC*

The Tournament Committee recommended that the format of the 2005 ANC not be altered. ER to contact D Stern, J Foster and K Crowe-Mai. **Action ER**

c) *Residency and Eligibility*

The residency and eligibility of a number of players require checking before PQP for the 2004 Gold Coast can be awarded. **Action ER.**

d) *February Tournament Committee Meeting*

The February Tournament Committee meeting considered the following items:

- ◆ reinstatement of the seating rights of teams including a Yellow (HUM) system.
- ◆ final detail for the regulations of the 04 Playoff
- ◆ Open & Women's Playoff to use the 9 table movement as supplied by Bruce Neill.
- ◆ intention to determine the Conditions of Contest for the 2005 Playoff at the next (full) Tournament Committee meeting in May.
- ◆ recommendation that the Management Committee approve the establishment of the NT Gold Bridge Festival.(see #4)

Minutes of the Tournament Committee meetings 21/1 & 21/2 were approved for circulation. **Action VB.**

10 General Businesses

(a) *Tentative MC Meeting Dates for 2004*

30 April - 1 May in Sydney. (J Scudder to be invited
18 & 20 June with Presidents Meeting 19 June
7 August with ANC Council meeting 8 August Melbourne
30-31 October
11-12 December

Action VB

(b) *Dates in 2004 for MC meeting with ABDA and ABTA*
to be a future agenda item. **Action DY**

(c) *Appointment of ABF liaison officer for ABF events*

(i) there is a need to promulgate current policy arrangements for the ABF Liaison

Officer in the Newsletter and on the Website. **Action DY.**

(ii) there is a need for a letter to go out to Convenors outlining their responsibilities and time lines for reports and emphasising the need to send their event brochures to the Chair of the Tournament Committee before any publication. The President will do a draft letter for circulation to the Management Committee. **Action KM**

(d) *Club B4 events*

A discussion took place.

(e) *Handicap results for display at future ANC's*

KM to circulate the State Presidents to clarify their current position on the concept of a handicap event. **Action KM.**

(f) *Senior's age criteria for WBF events*

The ABF Regulations follow and be will be similar to the WBF Regulations. No further action can be taken until the WBF regulations specify the date of effect and the exact detail of the grandfather clause. To be an agenda item at May meeting. **Action DY.**

(g) *Licence fees 2005 ANC*

(i) The licence fee for the 2005 ABPC is set as 20% of the MP fee –ER/JS. Carried. The Secretary to promulgate. **Action DY.**

(ii) The Treasurer will present a paper considering the concept for a licence fee for the ANC teams. **Action JS**

(h) *Gold point fee increase*

Matter deferred to the May meeting pending examination of recent material submitted by the Chair of the Masterpoint Committee. **Action DY**

(i) *ABF Handbook*

The Management Committee to receive a soft copy. **Action VB.**

(j) *Rights of inactive players*

(i) An entrant or a substitute in any ABF event must be an "ABF registered player" (defined in the constitution as active and financial). Inactive players are not entitled to play and convenors are instructed to check at the point of entry. Ideally regulations for all events should use the same phraseology. Disclaimers are required for brochures and entry forms advising that acceptance of payment is not a legally binding acceptance of the entry. Convenors of both ABF events and ABF licensed events must ensure that their brochure is checked by the ABF Tournament Unit Chairman. **Action EM**

(ii) Units including an inactive player are not entitled to any awards, prizes or

PQP

(iii) State Associations are requested to be more vigilant in pursuing players in events under their control who are identified as inactive on the return from the Masterpoint Centre.

(k) *Commonwealth Nations Bridge Championship, Melbourne*

A Halmos requested to provide a report for AGM. **Action VB.**

(l) *Restricted events*

The President will circulate the Busch/McPheat paper on Novice/Restricted teams to the Management Committee. **Action KM**

(m) *Single member clubs*

The Committee agreed that there should be a minimum fee of \$100 to register a club. The Treasurer to prepare a report. **Action JS.**

(n) *Masterpoint Scheme Review by MC*

The President will send JS a copy of P Gue's report. **Action KM**

(o) *Ranking Scheme*

The Treasurer to liaise with Q van Abbey and P Marston. **Action JS.**

(p) *Honoraria*

The Management Committee discussed honoraria. There was no voting. At the request of the Chair, ER contributed to the discussion. The Treasurer suggested that there may be a better method than honoraria to reward the Tournament Unit. The Management Committee noted that the Tournament Unit Chairman supplied a *pro forma* duty statement to the Management Committee in June 2002. "A conservative estimate of the effort during the last year of ABF events showed at least 68 days attendance at ABF events with 732 hours spent on-site and 176 hours spent off-site in preparation/review of the events. A new appointee without the experience/background can expect to spend more time."

(q) *Computer Equipment*

Noted that a new computer was installed in the Secretariat on 23/2/04.

(r) *Roll of Honour*

The Management Committee considered the request from the Youth Committee to add a name to the Roll of Honour. The Management Committee determined that this was not appropriate but suggested that the Youth Committee may wish to inaugurate their own Roll of Honour. **Action DY.**

(s) *Obituaries on ABF website*

The Management Committee adopted the criteria (as used for inclusion for the Official Encyclopaedia pf Bridge) to determine whether an obituary for a

deceased player would be published on the web page

- represent Australia in WBF or PABF twice in the last 5 years **or**
- once in the last 5 years and once before
- editor
- author
- Gold Grand Master **but excluding**
- captain
- representation in a youth unit
- administrator
- president

(t) *ANC Handbook*

Kim Ellaway and Marion Cooke have accepted the task to review and update the ABF ANC Manual in conjunction with the Chairman of the Tournament Committee.

The meeting concluded at 3.30 pm

New list of Action Items resulting from February 2004 MC Minutes

Item	Action	Subject	
3	DY	Refer to items for next agenda	
4c	EM	Recorder's Report 04GCC	
4d	JS	Playoff Regs (Website)	
4i	JS	BFACT	
4j	JS	NSWBA loan	
4l	VB	SABF Request	
5b	DY/EM/JS	Minutes on web	
5c(i)	KM	Istanbul Olympiad	
5d	JS	AMEX card	
6b(ii)	JS	List of insurances	
6c	JS	Promulgate GNOT fee rise by June 04	
8f	KM	N'letter article on behaviour/manners	
8g(i)	EM	Redraft Dec of Avail	
8g(ii)	ER	TC paper on drug testing	
9b	ER	Format of 05 ANC	
9c	ER	Residency & Eligibility	
9d	VB	Release TC Mins 21/1 & 21/2	
10a	VB	Invite JAS to May meeting	
10b	DY	Dates for ABTA/ABDA agenda item	
10c	DY	ABF Liaison Officer promulgation	
10c(ii)	KM	Letter to Convenors	
10e	KM	Letter to Presidents re Handicap Idea	
10f	DY	Seniors Age agenda item May	
10g(i)	DY	Promulgate new lic fee charges	
10g(ii)	JS	Paper on lic fee for ANC teams	
10h	DY	GP fee increase May meeting	
10i	VB	ABF Handbook	
10j(i)	EM	Rights of Inactive Players	
10k	VB	Report from A Halmos	
10l	KM	Restricted events	
10m	JS	Single member clubs	
10n	KM	MP Scheme review	
10o	JS	Ranking Schemes	
10r	DY	Roll of Honour	