

MINUTES

ABF Management Committee Meeting

November 12th and 13th 2005

New South Wales Bridge Association
162 Goulburn Street, East Sydney 2010

Present: Keith McDonald (President), Eilis Magner (General Counsel), Eric Ramshaw, Martin Willcox, Richard Grenside (Secretary) and Kieran Crowe-Mai (Treasurer)
(Sunday only)

In Attendance: Val Brockwell, Secretariat, Saturday only, Jane Rasmussen (by invitation)

The meeting commenced at 9.30 am.

1. Confirmation of the Minutes of the meeting, 24th and 25th September 2005.
Confirmed.

2. Matters arising

May Minutes

5xv	KCM	Corporate Cards	Pending
10ii	KM	Invite Lorraine Harkness	Pending
8g	KCM	Licence Fee Contracts	Ongoing
17	EM	Draft Legal Document MP Proposal	Done
17	EM	Written Advice to MW to stay as MC Member	Done

July Minutes

16a	KM	Ian McKinnon to be advised unsuccessful tender	Pending
16b	KM	J Hansen to be advised re Central MP Unit	Pending
17a	RG	Replacement of Youth Coordinator	Ongoing
17b	VB	Direct debit to D Lusk to be cancelled	Pending
17c	KCM	Job description of Youth Coordinator	Done
17g	RG	Letter of Agreement to Migration Path re NWP	Done

September Minutes

VB		Witness Sean's signature for contract	Done
VB		ABF Marketing account to be closed	Ongoing
VB		ABF tables to be offered to Sean	Done
VB		Pay NSWBA for function tickets TU & Officials	Done
VB		Pay Vugraph bar tab at ANC	Done
EM		Ethics Committee Matter	Pending
EM		NSWBA mortgage advice re 3 yr extension	Done
EM		Remuneration policy	Done
EM		Borin matter	Finalised
EM		Declaration forms for CNBC	Ongoing
EM		Sean's contract	Done

EM	Matter referred to MC by Nat Recorder	Pending
EM	VBA for CNBC	Pending
EM	Add to declarations who has authority for subsidies	Done
KCM	Check all insurance policies	Done
KCM	Quote for Directors Liability for all clubs	Done
KCM	Quote Library insurance	Ongoing
KCM	Advise Sean that Super options are now available	Done
KCM	Youth Coordinator Honorarium	Done
KCM	ABF Marketing account to be closed	Pending
KCM	All ABF accounts to be swept.	Done
KCM	End of year positions need balance day adjustments for Feb meeting	Ongoing
KCM	Gift for D Stern and P Gill	Done
KCM	NSWBA Mortgage to be signed	Pending
KCM	Sign letter for NSWBA loan with KMc	Done
KCM	Reminder that subsidy level are set by MC	Done
KCM	Draft of announcement on ABF Webpage re Oz-One	Ongoing
KCM	Licence agreements to be sent to all states	Pending
KCM	Ask Fred Curtis re inclusion on Nat Authority	Pending
KCM	Advise Julian Foster that NSWBA pay for web Services for ANC	Done
ER	ABF sets dates for Playoff irrespective of PABF	Done
ER	Circulate TC determination of ANC Report	Done
ER	Assess quality of 2005 Coffs participants	Pending
ER	NZCBA TC resolution, MC agrees Inform NZ	Done
ER	WASP	Done
ER	Remuneration Policy to be changed	Done
RG	RDK, FOC Aus team for CNBC for both functions	Done
RG	All job applicants to be written to.	Done
RG	Remuneration policy to web	Done
RG	CNBC playing captain. Advise RDK. No subsidy	Done
RG	Sean tba that at start of ANC events re policy on Appeals without merit	Done
RG	All states tba that ANC program revert to previous Format	Done
RG	P Crittle draw to be done at SF	Done
RG	Email Arifin Hallim thanks for Jakarta event	Done
RG	Congratulate Aus team	Done
RG	ANC, thanks to Bruce and Chris	Done
RG	Oz-One ABF link to be checked	Done
RG	List of directors required from Sean for SF	Pending
RG	Sean thanked for report and budget.	Done
RG	Sean advised that has discretional capital spending Of \$1000	Done
RG	Invite new Office Manager to next meeting	Done

RG	Notify B Jacobs that matter has gone to ethics committee	Done
RG	Contact Stern re declarations for Borin?	Done
RG	Check Youth declarations re: subsidy with Stern	Done
RG	Refer when given legal counsel's advice to Governance Committee	Pending
RG	Refer Max Bavin re Nat Authority decisions Applicable to all clubs	Done
RG	Item for President's meeting, Holidays with MP's Advice to all states	Agenda item
RG	Appeals without merit announcements to Nat Authority	Done
RG	Notify Coffs re TC report upheld	Done
RG	Ground rules for Gold point events other than with PQP's, 150 tables	Done
RG	Check D Yovich re letter to Coffs	Done
RG	Notify states re conditions of license agreements	Done
RG	Advise TAS that ASP is available to become Licensed	Done
RG	Advise D Stern re admin of 2006 playoffs remains TU and Sean and CTD, Scorer as separate function	Done
RG	Norfolk island tba that clashes prevent promotion	Done
RG	Advise Julian that D Stern deals with FOC entries for youth players at ANC	Done
RG	Stern re masterpoints, resend ABF policy	Done
RG	Advise Aus team for CNBC grant	Done
RG	Playoffs and PABF on web to Klinger	Done

4. Presidents Report

a. *Letter to WBF President*

KM has written to J Damiani re disappointment at Brazil obtaining BB for 2009. Awaiting a reply.

b. *2006 AGM and President's Meeting*

The 2006 President's Meeting will be Saturday 18th March and the AGM will be on Sunday 19th March in Canberra.

c. *Report to President of Zone 7*

President sent a report to J Wignall for presentation for the meeting in Estoril, re ABF activities in 2005 which covered Oz-One.

d. *Penny's Blanket*

Write to S Mullamphy re date for drawing of P Crittle blanket. R Moore and P Lawford to be informed.

Action VB

- e. *Masterpoint Newsletter*
Noted from October Masterpoint newsletter that ABF membership numbers are static.
- f. *Prince of Wales*
The Management Committee wants procedures put into place for the 2006 Prince of Wales – Bridge for Brains Research.
- g. *Youth budget for 2006.*
David Stern to be asked to provide a Budget for 2006. **Action KCM**
- h. *CNBC Captain*
B Neill has declined the role of playing captain for CNBC. MW to ask I.McCance to see if he will take on the role. **Action MW**

5. Secretariat Report

- a. *Summer Festival Convenor Contract*
Sean signed the contract, witnessed by VB. EM has approved Sean's contract for further signature by President. **Action KM**
- b. *ASP Convenor*
Noted that Barclay Walker informed the ABF Secretariat that he has resigned as Convenor of ASP.
- c. *NTBA*
Noted that Stephen Fischer is the new president of the NTBA. And also will replace Ken Miller as Delegate in March 2006.
- d. *NSWBA Loan*
NSWBA loan payments are up to date.
- e. *VB Retirement*
Noted that Val Brockwell's last working day will be 9th December, but as a retirement gift will be paid to 31 December 2005. KM to make a presentation to VB at SF. **Action KM**
- f. *Teaching Tours*
The ABF Subsidy has been raised to \$3000 per annum per state. It was reiterated that applications must come via the state body. **Action RG**
- g. *2005 Bermuda Bowl*
Secretariat to write to N Rosendorff to retrieve \$150 owing from \$1000 advance for recorders for BB. **Action VB**

h. Laptop

The Management Committee authorised VB to dispose of the obsolete laptop.

Action VB

6. Secretary's Report

a. Bermuda Bowl Captain's Report

Secretary to thank N Rosendorff

Action RG

b. Estoril

(i) RG advised that Recorders for the Women's and Seniors \$25US per match and that the Open was \$30US per match.

(ii) The Declaration form needs amendment to include a dress code for official functions. **Action EM.**

The letter to Captains to reiterate dress code.

(iii) Secretariat to advise KCM of the ABF subsidies that were distributed to players. **Action VB.**

c. MPPL contract

(i) Contract approved and signed by KM and MW. This topic to be an agenda item for every Management Committee Meeting in the foreseeable future.

Action RG.

(ii) President to write to J Hansen to confirm the agreement between ABF and MPPL. **Action KM**

d. Nationwide Pairs

(i) Motion: "Agreement between ABF and Migrationpath P/L for Nationwide Pairs that Migration Path receive 25% of revenue raised."
Motion carried.

(ii) Audit required for 2004 NWP, Finance and Governance Committees to be advised. **Action KCM/KM**

(iii) Secretary to write to state associations to publicise Nationwide Pairs
Action RG

7. Treasurer's report

a. WYTC

(i) Resolved issue of subsidy for Youth players, not less than \$80 per day. No more funding approved. RG to advise Youth team. If Youth find themselves in difficulties financially they should advise Friends of Youth Bridge. **Action RG**

(ii) It was resolved that the amount to be secured from WYTC is \$9000. KM to advise convenor. **Action KM**

(iii) Noted a complaint that the WYTC was overstaffed. **Action RG.**

8. Tournament Committee Report

a. *Declaration of Availability*

Declarations to be filed at Secretariat for two years. No subsidy to be paid until signed and received.

b. *Complaint*

Secretariat to acknowledge receipt. Late arrival at an overseas event will result in disciplinary action possibly for 12 months. Tournament Committee will advise on procedures. **Action VB**

c. *Playoffs*

Declarations to be signed at the conclusion of the O, W and S playoffs. D Stern to be advised. **Action ER**

TC recommended that entries for playoffs be via the ABF website. The committee reconfirmed that the TU are responsible for the 2006 Open and Women's Playoffs and D Stern the Seniors.

d. *BBO*

If a team has a combined MP total of less than 1000, the team selects who plays on BB. Sponsoring organisation retains the overall rights.

e. *TC Minutes*

The September TC Minutes as tabled by ER were ratified for release and placement on web. **Action RG**

f. *Event Dates 2006*

NT Gold in Alice Springs and ASP 31 Aug – 3 September 2006
2006 SNOT and Sydney Festival 18 – 22 October 2006 (Combined)
GNOT 17-20 November 2006

g. *Territory Gold 2006*

- (i) Top 5 Restricted Pairs from Gold Coast Congress to receive a voucher to attend Territory Gold 2006. Voucher system \$200 per pair. **Action RG**
- (ii) Top 5 Restricted Teams from Summer Festival to receive a voucher to attend Territory Gold 2006. Voucher system \$200 per pair. **Action RG**
- (iii) Responsibility of the NTBA to inform players.
- (iv) Secretary to write to QBA, NTBA and S Mullamphy. **Action RG**
- (v) Treasurer to write letters to the players. **Action KCM**
- (vi) President to write to P Marston re Oz-One representation at Territory Gold. **Action KM**

h. License Agreements

The Management Committee would like the license agreements to contain the following: (i) that Appeals reports to be sent to P Gue, (ii) that the ABF be advised of the name of the convenor, directors, bulletin editors. (iii)The Tournament Unit will be present at all ANC's.(iv) General Counsel to finalise license agreements and forward to Treasurer. **Action EM**

i. 2006 Gold Coast Brochure

It was noted that the ABF logo did not appear on the brochure. Secretary to write to QBA. **Action RG**

9. General Counsel's Report

a. Adjusted Scores at ASP

The complaint re adjusted scores to be referred to National Authority. Secretariat to advise complainant. **Action VB**

b. Correspondence from Malcolm Saunders

The question regarding social bridge within a registered bridge club to be referred to QBA. **Action KM**

c. Oz-One

General Counsel advised that a briefing paper from M Bourke is required before advice can be given. **Action EM**

d. Management Committee

General Counsel advised that it was appropriate for MW to remain a member of the Management Committee at this time.

e. Recorders Fee

The Committee decided not to proceed with the recovery of monies outstanding.

10. General Business

a. Management Committee Meeting Dates

18th December at 10am – 5pm NSWBA
28th and 29th January at Rydges Canberra
25th and 26th February at Holiday Inn, Gold Coast Congress

b. Discretionary Funding for Management Committee Members

Motion: "That the amount of \$200 be available to Management Committee members for expenses incurred which are directly related to Management Committee matters, reliant upon receipt."
Moved KCM Seconded MW. Motion carried.

Meeting closed at 2.30pm.