

MINUTES

ABF Management Committee Meeting

February 25th and 26th 2006

Holiday Inn
Surfers Paradise Queensland

Present: Keith McDonald (President), Eric Ramshaw, Martin Willcox, Richard Grenside (Secretary) and Kieran Crowe-Mai (Treasurer)

In Attendance: Eilis Magner (General Counsel), Jane Rasmussen, Secretariat,

The meeting commenced at 10.00 am.

1. Confirmation of the Minutes of the meeting, 26th and 27th January 2006.
Confirmed.

2. Matters arising

September Minutes

6dii	KCM/KM	Audit for 2004 NWP, Finance and Gov. Committees	Done
8e	RG	September TC resolutions to be placed on Web	Done
	JR	Secretariat to write to eligible pairs from both events	Done

December Minutes

4d	JR	Accruals from ASP & ANC, SF and Spring Carnival	Done
7e	KCM	Web Site Advertising.	Pending
8ci	JR	Bridge for Brains Research, hand file generation and Stephanie for more ABF prominence on brochure, website & ABF Newsletter	Pending
9b	KM	GNOT Complaint	Done
9e	EM	Webmasters Contract	Done

January Minutes

7a	KCM	Public liability for non-bridge sessions	Pending
7b	JR	Auditors, JOS and ABF accounts	Done
7c	JR	Corporate Affairs, lodge annual returns	Done
7d	KCM	Web site advertising re: Val Cummings	Done
7e	KM/JROz	One Weekly session green points on BBO Inform DA and JH	Pending
8b	ER	Playoff Venue, confirm Hakoah Club	Done

8c	ER	Web display co-ordinator	Done
8d	ER	Swiss Pairs trophy & Best Womens Pair for SF	Pending
8f	ER/SM	Early finish at Summer Festival	Pending
8g	JR	Women's Swiss Pairs at ANOT	Done
8h	RG	DS and ER letters of acknowledgement	Done
8i	JR	Inactive Players lists sent to clubs	Done
8j	KM	Bridge for the Disabled to J Mottram	Pending
8k	JR	Notify ANC Convenor of increase in ABPC fees	Pending
9a	ER	Youth Declarations	Done
9e	EM	Ethics Committee Correspondence	Done
9f	EM	National Authority Psyche Bids Correspondence	Done
Other Business			
	KCM	Valmai Mitchell and BFACT	Done
	JR	BFACT Gold Point Event	Done

3. Correspondence

J. Rothfield re: Alzheimer's event at VBA in May.	Action KM
K. Neale re: PQP's	Action RG
B. Thompson report	Action RG

4. Presidents Report

a. *National Directors Accreditation Committee*

The National Directors Accreditation Committee held a meeting at Surfers. A preliminary report was tabled. The Management Committee requested a complete list of all National Directors. The recommendations from the National Directors Accreditation Committee were approved. However it would be helpful to have a written list of the criteria used for assessment. Notification of results to be sent to candidates who were assessed as soon as possible.

Action Done

b. *Blue Lake Contract Bridge Club*

President received notification of a new bridge club in Mount Gambier, the Blue Lake Contract Bridge Club. Secretariat to write and welcome them and offer any assistance if required.

Action Done

c. *Bridge Base Operations*

Circulate to all councillors a copy of the guide to *Running a successful VuGraph for your event on Bridge Base*.

Action JR

d. *SA Logo Competition*

Congratulate the convenor of the ANC in Adelaide on the success of finding a most impressive logo.

Action Done

e. *Internal Events Coordinator*

Promulgate notice of Internal Events Coordinator to all councillors and State Secretaries and convenors.

Action JR

- f. *Alistair Stuck*
An invitation to Alistair Stuck, Chairman of the NZCBA to attend Management Committee Meeting. **Action JR**
 - g. *Convenors*
A list of all convenors for 2006 and 2007 and their contact details is required. **Action JR**
 - h. *John Hansen*
President met with J Hansen. It was resolved that his contract has been extended to December 31st 2007 and could be extended further via negotiation.
 - i. *New Auditors*
At the AGM it will be recommended to have replacement Auditors, Skaines Reeves and Jones. Send to Auditors copies of 2004 accounts. **Action JR**
 - j. *Oz-One*
Send to M Bourke a copy of P Marston's letter re: BBO Duplicate sessions and our response. R Grenside to act as liaison between ABF and Oz-One. **Action JR**
 - k. *Travel Consultant*
Contact P Gue for an update on Travel. **Action Done**
 - l. *QBA*
Write to QBA and the Chief Tournament Director for a copy of Director's Report. **Action KM**
 - m. *Disclaimer*
A disclaimer needs to be written re: Bridge Tours page. **Action KCM**
- 5. Secretariat Report**
- a. *Penny's Blanket*
Secretariat to write a letter of thanks to M McGlashan and E Magner for all their efforts with Penny's Blanket. **Action Done**
 - b. *BFACT Teaching Subsidy*
Secretariat to send request for funding to Treasurer. **Action Done**
- 6. Secretary's Report**
- Report was tabled.
- 7. Treasurer's report**

a. *Subsidy for Shanghai*

It was recommended that the subsidy for the Open, Womens and Senior Teams to represent Australia in Shanghai be set at \$3000 with \$250 extra for the Captain.

Action RG

b. *Tax*

Treasurer to review taxation position.

Action KCM

c. *Medallions for Gold Coast*

When license agreement has been signed Gold Coast Congress to have medallions for presentation to the winners of the pairs and teams. Situation with regard to all licence events to be checked.

Action KCM

d. *Laptops*

(i) Follow up National Bank re: theft of laptops. Get advice re: liability and place notice on website advising players of theft and action taken.

Action KM

(ii) Look into keeping of bank card details, i.e. length of time, amount of detail.

Action EM

(iii) Factor into charges for non-ABF events use of ABF Computers.

e. *Financial Reports.*

The Treasurer tabled the financial reports for 31/12/2005. The Management Committee noted the loss and the Treasurer is to provide a full report in due course. Mr Don Walker of Bird Walker McDonald briefly attended the meeting for the signing of the financial reports as prepared and audited by Skaines Reeves & Jones. Treasurer recommended the signing of the Auditor's report. Approved.

8. Tournament Committee Report

No Report.

9. General Counsel's Report

a. *Oz-One Brief*

General Counsel recommended a Barrister to look into Player Liability and the Tax Liability. Approved. Need a memorandum of Agreement with Oz-One Committee.

Action EM

b. *Webmaster Contract*

It was approved to increase webmaster's hourly rate from \$45 to \$50. Webmaster has concerns that the webpage design is outdated. Expressions of interest on designing a webpage will be placed on website and in Newsletter. Webmaster will be absent for 2 months, a suitable replacement to be appointed.

Action RG

10. International Events

Maccabi Games

View current ABF policy.

Action ER

Verona

Compile a listing of attendees for ratification and events they wish to enter and send to A Gudge.

Action JR

11. Central Masterpoint Unit Report

Report was tabled.

Action KCM

12. J Beddow re: Insurance

Agenda item at AGM. Work in progress.

Action RG

13. AGM and President's Meeting

There was a general discussion regarding the AGM and President's Meetings.

14. Other Business

(a) *Therese Tully*

Therese Tully joined the meeting at 12.20pm Saturday. Therese reported that she has only received favourable comments on the move to the Convention Centre next year. Therese was congratulated on running a very successful Gold Coast Congress.

(b) *Youth Coordinators*

The new youth co-ordinators will be David McDonald and Jacqui Williams. Letter of appointment to be sent to co-ordinators. **Action JR**

Meeting closed at 1.45pm.

Minutes of the meeting of The James O'Sullivan Trust Fund

February 26th 2006

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Surfers Paradise Queensland

Present: Keith McDonald (President), Eric Ramshaw, Martin Willcox, Richard Grenside (Secretary) and Kieran Crowe-Mai (Treasurer)

In Attendance: Eilis Magner (General Counsel), Jane Rasmussen, Secretariat,

The meeting commenced at 10.00 am.

The trustees approved a loan to the Phillip Island Bridge Club of \$30,000.

No fund to be advanced to any club without the approval of the Treasurer.

Meeting closed at 10.10am