

MINUTES

ABF Management Committee Meeting

ABF Headquarters, 4/51 Tennant Street, FYSHWICK, ACT

Saturday 5th and Sunday 6th November, 2011

1. ROLL CALL

Keith McDonald (President), Dianne Marler, (Secretary), Roy Nixon (Treasurer), Allison Stralow and Simon Hinge

In Attendance: Jane Rasmussen (ABF Secretariat)

Apologies: Eilis Magner (Legal Counsel)

Observer: Bruce Neill

2. CONFIRMATION OF PREVIOUS MINUTES – 11th September 2011

Minutes amended and confirmed.

3. MATTERS OUTSTANDING FROM PREVIOUS MINUTES

| | | |
|-------|---|---------|
| EM | Draft protocols from Ethics Meetings for web | Pending |
| RN | Sharing of reports, form to be created | Ongoing |
| DM/SH | Archival of event data | Ongoing |
| SH | Security Protocols | Ongoing |
| EM | AWRS agreement | Pending |
| MB | Return of documentation from ER | Ongoing |
| KM | World Championships 2017 – looking into sponsorship | Pending |
| JR | List of all equipment for Dec Meeting | Pending |
| JR | Procedures for Bridgemates | Pending |
| EM | License agreement – Australian Bridge | Pending |
| KM | Archival and retrieval = MB | Pending |
| EM | MPC Contract | Pending |
| EM | Tender document by April 2012 | Pending |
| KM | AWRS – meeting | Pending |
| EM | BBO hiring agreement | Pending |
| DM | O and W P/O's TO for web | Pending |
| DM | Payment to CBC for stand-by players | Pending |
| DM | Letter of congratulation to Butler winners | Pending |
| DM | Uniform coordinator | Pending |
| BN | Draft information re: separation of Butler | Pending |
| DM | APBF – non attendance | Pending |

4. MC REPORTS

(a) President's Report

(b) Secretary's Report

- (i) Secretary to write to Simply Social Bridge re: need to adhere to the 100% rule.

Action: DM

- (c) **Treasurer's Report**
- (i) Treasurer to invoice TBIB for the \$1000 "kick-start". **Action: RN**
 - (ii) BAS for the 3rd quarter 2011 has been lodged.
 - (iii) Auditors, Moore Stephens have been appointed. Treasurer to meet with Auditors next week.
 - (iii) ABF accounts at end September returned to profit.
 - (iv) Subsidies for players who competed in the Transnationals to be paid upon receipt of hotel accounts.
 - (v) Treasurer to send a request to Playoffs Tournament Organiser re: subsidies. **Action: RN**
 - (vi) Treasurer to write to ABDA re: Annual Grant. **Action: RN**
 - (vii) ABF HQ being upgraded. MC members asked to provide input.
 - (viii) Invoices to sponsors of the SFOB to be send out by SM. **Action: SM**

- (d) **Secretariat Report**
- JR reported that the JOS Trust Fund has reduced its outstanding loan to the ABF to \$37,000. \$25,000 repaid recently.

- (e) **Legal Counsel**
- General Counsel absent – nothing to report.

5. COMMITTEE REPORTS

- (a) **Tournament Committee**
- Minutes of October meeting were amended and confirmed.
- (i) Swiss Pairs at SFOB to become a BFACT event. AS to confer with Tournament Organiser SFOB. BN to be responsible for rolling out timings. **Action: AS/BN**
 - (ii) Byes in ANC to be sent to the States for input. **Action: BN**
 - (iii) Proposed changes to ABF calendar of events tabled by BN. Much discussion. BN to poll the states for their input and report back to the MC. **Action: BN**
- (b) **National Tournament Coordinator**
- A report from the NTC was tabled. Secretary to send thanks. Following interview of candidates for the position of NTC, ABF MC agreed to offer role on a shared basis. Waiting acceptance, prior to announcement. **Action: DM**
- (c) **Central Masterpoint Project**
- PBs report discussed. "Go Live" date to be 1st January. PB to work with DW to ensure that any outstanding issues affecting the Go Live are addressed. Secretary to seek confirmation from PB that Quickbooks interface will work at Go Live date. PB to be asked to price Stage 2 of project. **Action: DM**
- (d) **Youth Committee**
- Report from Chairman tabled. Treasurer to respond to Chairman. **Action: RN**
- (e) **Women's Committee**
- Meeting pre-alerted to Womens Jamboree being held in Adelaide in 2015. Sue Grenside to report back with acceptance of offer. Treasurer asked DM to provide him with a budget for the event, at which time some financial support from the ABF would be considered. **Action: DM/SG**
- (f) **BBO**
- NVC (PMcG) working with NF to pick-up role with a view to taking over on 1.1.12. Contract being prepared for signature before end of year. MC agreed to \$500 expenditure prior to end of year for attendance at Spring Nationals and

possibly GNOT. Secretary to arrange contract and get to PMcG for signature.
Action: DM

(g) National Marketing Coordinator

(i) Report for December meeting. **Action: AS**

(h) National Teaching Coordinator

(i) Report for December meeting. **Action: AS**

6. AUSTRALIAN EVENTS

(a) Playoffs 2012

DS to TO both the Open/Womens and Seniors Playoffs in 2012, but to work very closely with SM, who will prepare regulations for O/W and post to ABF web site soonest. Ad for TO for 2013 to be placed on web site and in ABF Newsletter. Subsidies not to be contra'd against entry fees. Players to be made aware.
Action: DM/DS

(b) GNOT

Entry list continues to grow. Subsidies etc all on web site. Will be beyond budget.

(c) GNP

Final field will be reduced to reflect the numbers coming in from all regions rather than trying to make up to a field of 120 pairs. JB on board. MMcM prepared to adjust field/schedule accordingly.

(d) Bridge for Brains

Stephanie Grove has sent out information to all states and clubs suggesting other ways that clubs can promote this event to their members. Who will score this event??

(e) Nationwide Pairs

Running well.

(f) Licensed Events

Treasurer asked to provide status at meeting in December. **Action: RN**

(g) SFOB

Tournament Organiser's report was circulated. TO to be reminded about need for commercial quotations for bump-in/bump-out and transportation of materials to Lakeside. This to be compared with possible fees paid to CBC. Need for payment for standby pairs/teams to be discussed with TO.

Action: DM

(i) ANC

An agreement between NSW and SA has been struck. SA will hold the ANC teams in 2013, the Butler will not be held in SA in 2013. NSW will hold the ANC in 2014. All states to be advised.
Action: DM

7. INTERNATIONAL EVENTS

(a) **APBF** – Secretary to chase up Captain of Senior team for a report. **Action: DM**

- (b) **WBF Events – Oz Open team** were runners-up in the Transnational Teams. Secretary to write to the players concerned. **Action: DM**

8. GENERAL BUSINESS

(a) **Margin Media – Website Queries**

The following to be place on the website with all responses to be handled by Simon Hinge. MC thanked Simon for his time on this project to date. "The ABF Management Committee has agreed that the web site will be redesigned. Preliminary discussions are taking place with the commercial firm who will carry out the task. However the process will be greatly improved by advice/comments from you, as our users. Please direct your email suggestions to: webdesign@abf.com.au" **Action: SH**

(b) **Seniors Age**

The Management Committee has decided that players who were too young to enter some or all 2011 ABF events offering Seniors PQPs, but are old enough to enter the 2012 Seniors Playoffs, will be entitled to transfer their Open PQPs to Seniors PQPs provided they have 24 or more Open PQPs. TO to be advised. **Action: BN**

(c) **ABF Web Page**

Secretariat to be back-up to webmaster.

(d) **ABFMPC Late Payment Policy**

Can automation of late payment reminders be implemented? Invoices to be changed to payment within 30 days. Advice from PB? **Action: DM**

(e) **Patron**

Discussions between NMC and contacts in Victoria re suitability and interest of Perry Crosswhite AM to act as ABF Patron. AS, DM and SH to follow up.

(f) **VCC**

Correspondence received from VCC Tournament Organiser re: Waiver of Franchise Fee. Matter discussed but not approved. Secretary to write back to TO of VCC. **Action: DM**

Forthcoming Meetings

10th and 11 December - Canberra

ACTION ITEMS NOVEMBER MEETING

| | | |
|-----------------|-----------------------------------|--------------|
| 4b (i) | Social Bridge | DM |
| 4c (i) | TBIB Invoice | RN |
| 4c (v) | TO Playoffs re: entry fees | RN |
| 4c (vi) | ABDA Annual Grant | RN |
| 5a (i) | BFACT SF event | AS |
| 5a (ii) | Byes at ANC to States | DM |
| 5a (iii) | Changed to ABF Calendar to states | BN |
| 5b | NTC – acceptance of role/announce | DM |
| 5c | CMP – Quickbooks interface | DM |
| 5d | Youth Committee Budget | RN |
| 5e | Womens Jamboree 2015 | SG/DM |
| 5f | NVC contract | DM |
| 5g | NMC – Report for December | AS |
| 5h | NTC – Report for December | AS |
| 6a | Playoffs 2012 Ad/subsidy contra | DM/DS |
| 6f | Update for December meeting | RN |
| 7a | APBF report from Senior's Captain | DM |
| 7b | Transnational letters to players | DM |
| 8a | Website re-vamp | SH |
| 8b | Seniors Age | BN |
| 8d | ABFMPC late payment | DM |
| 8f | VCC Franchise Fee | DM |

MINUTES

James O'Sullivan Trust Foundation

ABF Headquarters, 4/51 Tennant Street, FYSHWICK, ACT

Sunday 6th December, 2011

1. **ROLL CALL**

Chairman: Keith McDonald

Trustees: Dianne Marler, Roy Nixon, Allison Stralow and Simon Hinge

In Attendance: Jane Rasmussen (ABF Secretariat)

Apologies: Eilis Magner (Legal Counsel)

Observer: Bruce Neill

\$25,000 has been repaid to the ABF from the JOS Foundation.

Geraldton Bridge club has repaid their loan in full.

After discussion amongst the Trustees, they have resolved to keep the interest rate at 5%.

The Trustees all agreed that they are happy with the current arrangements with all clubs that have loans with the JOS Foundation.

Meeting closed at 2.50pm