

MINUTES

ABF Management Committee Meeting

ABF Headquarters, Tennant Street, Fyshwick, ACT

Saturday 22 June 2013

1. ROLL CALL

Keith McDonald (President), Dianne Marler (Secretary), Eilis Magner (Legal Counsel), Simon Hinge and Allison Stralow

In Attendance: Bruce Neill (Observer)

Apologies: Roy Nixon (Treasurer), Jane Rasmussen

2. CONFIRMATION OF PREVIOUS MINUTES – 20/21 April 2013

Minutes were held over in view of absence of Treasurer and Executive Secretary.

3. MATTERS OUTSTANDING FROM PREVIOUS MINUTES

KM	AW Ranking Scheme	Pending
DM	Overseas players seeking affiliation	Progressing
EM	Dignity and Respect Paper finalization	Progressing
SH	VBA form on protocols – involve TC and NTCs perhaps	Pending
RN	Finance Committee to look at Tournament Budgets	Progressing
BN	Minutes received TC to consider payment structure for NOT	For TC/MC mtg
SH	Ethics and Security issues	Progressing

4. MC REPORTS

(a) President's Report

- (i) The President acknowledged the death of Bobby Richman and confirming that he would be sadly missed.
- (ii) The President reported on positive discussions that he had held with TO of GNOT regarding timing and process of transition to his replacement.

(b) Secretary's Report

The Secretary apologized that her recap sheet was not available.

(c) Treasurer's Report

- (i) The Treasurer advised that he would provide a full report at the next meeting of the ABF MC.
- (ii) Treasurer to provide answer on whether Australian Teams travel policy is separate to TBIB insurance. **Action: RN**

(d) Executive Secretary Report

- (i) Exec Sec was an apology.
- (ii) Exec Sec to be asked to get Deed of JOS onto the ABF Web Site, include bequest of \$10,000 on behalf of Jessel Rothfield made in 2013. **Action: JR**
- (iiv) Exec Sec to prepare report for next meeting on subscriptions paid to AB.

Action: JR

(e) Legal Counsel

- (i) Workplace OH&S – issue. General Counsel to prepare response to President and Secretary of Redcliffe Club. Once response sent, to be added to Policies and Procedures page on ABF Web Site. **Action: EM/DM**
- (ii) General Counsel to write formally to Marston terminating AWRS agreement as of 22nd June 2013 advising that:
- ABF had sought legal advice;
 - Despite suspension ABF does owe him funds;
 - Ask for account of what he believes ABF owes him;
 - Advise that legal opinion is that ABF owns residual funds.
- MC agreed not to move residual funds into general revenue, but rather establish a fund similar to the JOS Trust Fund.
- (iii) GC approved Supplementary Regulations for ABPC, ANC and Swan River Swiss Pairs.
- (iv) Waiting on response from Phil Gallasch re recorder reports from SFOB – received before end of meeting. GC will action.
- (v) Query from executor for BR – Sec to reply with Bank name only. **Action: DM**
- (vi) Board dealing tender finalized and will be posted to web site. BN asked to review any correspondence received and make recommendation for appointment. **Action: BN**

5. OFFICER and COMMITTEE REPORTS

(a) Tournament Committee

- (i) TC to look at using something similar to the EBU ranking scheme with Peter Buchen as “front man”. Provide report to MC when available. **Action: TC**
- (ii) Minutes vetted by MC and returned to TC for endorsement prior to posting to the ABF web site.

(b) National Tournament Coordinators

Report received. Secretary to thank them. **Action: DM**

(c) Masterpoint Centre

Sec to thank Dave Weston for his report on new member figures. Ask him to provide comparison figures at the same time next year. Sec to send copy to NTCs for their information. **Action: DM**

(d) Youth Committee

(e) Women’s Committee

No discussion.

(f) National Viewgraph Coordinators

Report tabled. Secretary to send thanks. **Action: DM**

(g) National Marketing Officer

Report tabled. Secretary to send thanks. **Action: DM**

(h) National Teaching Coordinator

A proposal from the National Teaching Coordinator to rebadge the teaching programme was approved. AS to reply. **Action: AS**

(i) National Appeals Coordinator

No report received.

BN to prepare a form letter for prospective Appeals Panel personnel.

Action: BN

Secretary to seek comment from Coordinator as to his commitment to retain the role moving forward. **Action: DM**

Template being sent to General Counsel for review.

(j) National Recorder

No report received at time of meeting, but arrived before end of weekend.

Circulated to MC members. Secretary to thank.

Action: DM

6. AUSTRALIAN EVENTS

(a) Display of Results

Report from Peter Busch tabled. MC happy to endorse once a recommendation is received from the Tournament Committee.

Action: BN

(b) GNOT

(i) Venue for GNOT in 2014 – will be Tweed Heads. KM to advise John Brockwell accordingly and to also reinforce that there should be more robust communication to ensure that no loss is covered by the ABF.

Action: KM

(c) Playoffs 2014

Format with the TC. MC waiting on recommendation from TC re target events.

Action: BN

Expenditure for both events of \$30,000 plus venue hire. Budget and staff levels to be approved by MC. To be discussed with Treasurer.

(d) Licensed Events

Reports received from TOs of Western Senior Pairs – Kitty George and ANOT – Di Marler. Secretary to write back and thank them.

Action: DM

(e) SFOB

A proposal was received from the marketing committee that monetary prizes be awarded during the SFOB in 2014. Chair of Marketing Committee sought approval to endorse this proposal. After discussion, the MC endorsed the recommendation to a maximum of \$15,000 provided that a breakdown of how the prizes are to be awarded be presented to the MC for endorsement also. This is done in recognition of the removal of international directors and teams from the SFOB budget.

Action: DM

(f) ANC/Butler 2013

Entries progressing well for both side and Butler events.

7. INTERNATIONAL EVENTS

(a) APBF

(i) Noted report and recommendations received from Peter Buchen following attendance at meetings on behalf of the ABF.

Action: DM

(ii) Suggested that a biography be done of the players who won the Senior Event at the APBF. **Action: ???**

- (b) **World Youth**
- (c) **Bermuda Bowl, Venice and d’Orsi Cups**
- (d) **Zone 7**

8. GENERAL BUSINESS

- (a) General Counsel spoke to correspondence she had received from the Treasurer. After discussion, it was agreed that all claims to date be honored and paid and that ongoing travel arrangements for the General Counsel would be reimbursement of mileage at 80% of the relevant ATO rate. This decision is based on the fact that the General Counsel is not a member of the MC but an appointee providing legal advice to the Management Committee. **Action: DM**
- (b) **ABF Newsletter**
Secretary to send note to Editor to ask that he ensure that a disclaimer be included in every issue of the ABF Newsletter. **Action: DM**
- (c) Discussion of new alerting regulations – agreed that we would roll-out on 1st August 2014 – TC to respond to Ben Thompson.
- (d) Request from Betty Mill to allow her “special” team to play at SFOB. Secretary to respond seeking further information on what she would like them to play in. **Action: DM**
- (e) **Web Site Issues**
Simon Hinge discussed background behind failure of web site. Confirmed that the problem had been resolved. SH to prepare a paper for consideration at the Mid Term Meeting of the Councillors. **Action: SH**
- (f) **Centenary Event – ACT**
Flyer discussed. No communication regarding event. MC to ask BFACT to run under license, with President reporting to MC at next meeting. Secretary to communicate to BFACT President. **Action: DM/RN**
- (g) **Bridge for Brains**
Chase down report from Coordinator including results and how much was raised. **Action: JR**
- (h) **Strategic Plan**
To be discussed at each meeting – starting in August.
- (i) **Incident at Gold Congress**
Matter outlined in the TC minutes was discussed and referred to the Ethics Committee. **Action: EM**

Forthcoming Meetings

24/25 August – Sydney President’s Meeting 25th 11-4
2nd November 2013 – MC Meeting Sydney
3rd November 2013 – Mid Term Meeting Sydney
14/15 December 2013 – Sydney

ACTION ITEMS FROM THE JUNE MEETING

Item	Action Required	By Who
4c(i)	Travel Policy – different from TBIB	RN
4d(ii)	JOS document on web + Jessel bequest	JR
4d(iv)	AB Newsletter subscriptions – report for MC	JR
4e(i)	Workplace OH&S reply and for web page	EM/DM
4e(v)	Reply to Executor of BR will	DM
4e(vi)	Board dealing tender – BN to process replies	BN
5a(i)	EBU Ranking Scheme	BN
5b	NTC report – thanks	DM
5c	Masterpoint Centre Manage report – thanks	DM
5f	National Viewgraph Coordinators – thanks	DM
5g	National Marketing Coordinator – thanks	DM
5h	Rebadging Teaching Programme – endorsed	AS
5i	Appeals panel form letter	BN
5j	National Appeals Recorder report – thanks	DM
6a	Results display recommendation from TC	BN
6b	GNOT – venue and communication	KM
6c	Playoffs – format and expenditure endorsement	BN/RN
6d	Licensed events – thanks to TOs	DM
6e	Prizes at SFOB – breakdown please	DM
7a(i)	Peter Buchen – thanks for report and recommendations	DM
7a(ii)	Biography of players in successful Senior Team – who was to do??	??
8a	General Counsel accounts	DM
8b	Disclaimer in all editions of ABF Newsletter	DM
8c	New alerting regulations – TC to respond	BN
8d	Betty Mill request re “fledgling players”	DM
8e	IT – report for Mid Term Meeting	SH
8f	Centenary event	DM/RN
8g	Bridge for Brains report from Coordinator	JR
8i	Gold Coast incident to Ethics Committee	EM