



MINUTES OF MEETING OF VBA COUNCIL

Held 28 July 2012. (Meeting 8 2012)
At the VBA Clubrooms, 131 Poath Road, Murrumbena

Chairperson: J. Thompson

The meeting opened at 10am

Present:

S. Klofa	Vice President
N. Ewart	Treasurer
K. Frazer	Secretary
S Weisz	
R. Stewart	
J. Thompson	
J. Hackett	
H. De Jong	
P. Fent	

Also Present: B. Thompson

Motion 1: That Jenny Thompson chair the meeting:

Moved: N. Ewart

Seconded: P.Fent

CARRIED

1. Apologies:

R. Ellery, J. Collins, S. Hinge, T. Blizard

The secretary advised that due to personal reasons, John Haylock has tendered his resignation from the council.

The council noted the absence of T. Blizard who has also advised of personal commitments preventing his participation. S. Klofa will discuss on-going council representation with T. Blizard.

2. Minutes of Previous Meeting

Motion 2:

That the minutes of the meeting of July 4th 2012 be accepted:

Moved: P. Fent

Seconded: N. Ewart

CARRIED

The meeting passed to Ben Thompson to lead the strategic review of the VBA. The chairperson J. Thompson thanked B. Thompson for the work done in preparing for this session. J. Thompson also acknowledged the input of C. Lachman for her involvement in the review.

Ben led a discussion on the key issues apparently detracting with the club's performance. These were identified as

- Unpopular events on the calendar that attracted poor participation (e.g. Board a Match)

- Poor lesson attendance and conversion from learner to member
- Management of supervised play sessions
- The competitive environment in the immediate area
- Session timeliness - start on time; finish on time;
- Lack of director announcements
- Less than optimal publication & acknowledgment of player promotions (masterpoints)
- Acknowledgment of player achievements at sessions
- Recognition of what each event is honouring; why it is named so
- "Friendliness" of duplicate sessions
- Players who try the club don't return; develop mechanisms to determine how to attract repeat business
- Poor venue ambience & comfort
- Review director responsibilities & payments
- Develop some promotional offerings (e.g. pre-pay for group of sessions).
- Consider the number & timing of sessions during the week

Motion 3:

That a sub-committee comprising B. Thompson, N. Ewart and H. De Jong is established to determine the manner of introduction of a new session by end August, trial of director incentives, and introduction of all session protocols and session incentives for all sessions.

Moved: N. Ewart

Seconded: S. Weisz

CARRIED

Motion 4:

That a "RRR" sub-committee comprising N. Ewart & J. Thompson be established to review roles, responsibilities and remuneration of manager and directors by 31st August.

Moved: N. Ewart

Seconded: P. Fent

CARRIED

J. Hackett joined the meeting at 12.00pm.

It was agreed that K. Frazer would develop a pro-forma announcement sheet for weekly announcements at sessions. To be updated weekly by the club manager and used by directors in all sessions.

Some discussion ensued on incentivising players for introducing other players, etc. This matter was deferred to later in the meeting.

It was also suggested that we investigate what offerings we provide to players. For example offering regular lessons/seminars conducted by "expert" players could be considered as a way to offer a point of difference.

Motion 5:

That table fees be increased by \$1 across all sessions from September 1, and that an annual review of fees for the VBA will be conducted in July each year.

Moved: N. Ewart

Seconded: H. De Jong

CARRIED

P. Fent left the meeting with apologies at 12.30pm.

The meeting held a discussion on how to resolve the parking and ambiance issues at the venue. Given the time frame required to develop an alternative site, the meeting agreed we should make some cosmetic improvements that could be done to improve playing comfort.

H. De Jong briefed the meeting on the potential of the RSL site at East Malvern.

Motion 6:

That a "Relocation" sub-committee comprising H. De Jong, B. Thompson, S. Klofa & J. Thompson (chair) be established to assess how a relocation can be made and make a recommendation by October. Other members may be co-opted as necessary

Moved: K. Frazer

Seconded: R. Stewart **CARRIED**

Calendar events - recommendation look at replacing types of events which are not popular with more popular formats. Consideration of when the bridge club should close for national events.

Motion 7:

That the Calendar sub-committee comprising B. Thompson, N. Ewart and a co-opted club member be established to review the types of events and scheduling throughout the year to develop a recommendation for MTC by September 7th.

Moved: N. Ewart

Seconded: J. Thompson

CARRIED

S. Weisz will follow up on advertising of lessons & increase the amount and variety of advertising. If required, the start date will be postponed. H. De Jong offered to pay for the cost of any advertising.

The meeting resolved that an on-going annual review process for staff will be established by the RRR sub-committee.

Investigation of heating/cooling in the building will be investigated by Stan Klofa. Some improvements to the 'cafe' area could be considered. Changes to improve comfort will be investigated by Stan Klofa & Rob Stewart.

The meeting resolved that the coffee bar would be relocated to the cafe area.

J. Hackett queried the financial assets of the "state" with respect to the club. The treasurer advised that the building and other assets of the Murrumbeena premises were owned and paid for by the club. Some extensive discussion ensued regarding the financing of state bridge. It was agreed that some communication could be done regarding the financial status of the club vs state, what revenue comes in and what expenditure goes out.

The action item list was reviewed.

It was agreed that the vending machine proposal would be resolved by end August.

3. Correspondence

Correspondence In:

- i. ABF: Notification of mid-year meeting of ABF Councillors

Action: For information

- ii. G. Schaller: Response to Masterpoint Letter
Action: Forwarded to State Masterpoint Secretary for comment.
As a consequence, K. Frazer advised the meeting that she has had some initial discussion with Martin Willcox on the matter, and that she will liaise with the parties involved to resolve this matter.
- iii. C. Campbell: Response to G. Schaller letter on masterpoint issues.
Action: For discussion
- iv. ABF Sandra Mulcahy - Marketing Update for club administrators & Advertising material.
Action: Previously circulated to council for information.
- v. ABF: Request for forwarding of data files from ABF sanctioned events
Action: For information
- vi. J. Magee - Expression of appreciation for response to substitution letter raised in October 2011
Action: For information
- vii. Meredith Woods - Letter re changes to AGM Protocols
Action: Passed to Rules & Procedures Review sub-committee for consideration.
Secretary to acknowledge letter from M. Woods
- viii. Tencer & Gaspar, Dendy Park - Re awarding of Congresses to Kings & Queens
Action: For discussion
Secretary to write letter of acknowledgment.

The secretary also noted that a proposal for an update to the VBA Disciplinary Bylaws had been received from Bill Jacobs, and that this matter would be on the agenda for the September meeting when Mr Jacobs would be invited to attend.

Correspondence Out:

- 1. Jill Magee - response to her appeal to MTC
- 2. S. Hinge - Letter as council requested on response to J. Magee
- 3. Bayview Eden - Venue Use Agreement 2013
- 4. L. Gold - Darwin Subsidy Decision
- 5. Councillors - Responsibilities as Directors

4. Reports:

a) Club Manager

Motion 8:

That the new members as proposed in the club managers report be accepted.

Moved: N. Ewart Seconded: S. Weisz **CARRIED**

A second quote on roofing repairs should be obtained as recommended.

A quote on replacing the men's urinal should be obtained.

b) Treasurer

The treasurer noted that the increase in table fees, if table numbers remained the same, would enable the club to break even

Motion 9:

That the treasurers report be accepted.

Moved: K. Frazer

Seconded: S. Weisz

CARRIED

Sub-Committee Reports

i. House sub-committee

H. De Jong reported that membership has diminished to committee of one. Continue investigation of vending machines. Recommends spending as little as possible until a decision is made on the building & location.

ii. Marketing

No Report

iii. Match & Tournament

No meeting has been held this month due to ANC commitments.

iv. IT Sub-committee

R. Stewart reported that 5 screens have been purchased and these would be installed at the club in the next week. Some cabling work is required.

The council acknowledged the work of Rob Stewart & Stan Klofa in progressing this initiative. Council also acknowledged the contribution of funding from the VBA Foundation for this project.

The website issues experienced this month were largely resolved by T. Blizzard. Council appreciate the efforts of T. Blizzard with this matter. Some on-going effort will be required to ensure this issue is not repeated.

v. Victor Champion Cup

Report tabled.

vi. Policy Review sub-committee

Neil highlighted the key issues discussed by the sub-committee.

5. General Business

i. Directors

Development of directors across the state was discussed. How do we fulfill the gap if the existing National level directors are not available. S. Klofa noted that the VBA is responsible for the appointment of directors within the state.

It was noted that an ABDA course is being held in Melbourne in October.

Some discussion about how directors are accredited to state level. The meeting resolved that J. Hackett and S. Weisz will follow up on the accreditation process.

Increase the number of beginner courses and schedule in the calendar for 2013 at 3 2-day programs for beginner director training.

ii. Teaching

The meeting discussed how a teaching program could develop within Victoria. The meeting resolved that a J. Hackett, S. Weisz & J. Collins be tasked with developing a proposal for a teaching & accreditation program within Victoria.

iii. Publicity & Promotion

K. Frazer circulated a discussion paper for the VBA to consider on publicity & promotion. Council should consider the proposal over the next month & further discussion will ensue on this next meeting.

Council agreed secretary to write formal letter to the Age Editor expressing disappointment with removal of bridge column.

iv. Teleconferencing council meetings

K. Frazer suggested that video-conferencing be established to facilitate participation from regional representatives on council.

R. Stewart will investigate establishing video-conferencing in the building meeting room.

v. Interim Committee Letter

J. Thompson suggested the VBA draft a response to the Interim Committee letter. Members of council expressed concern that the proposed letter did not articulate how the new structure would work.

- how the voting matters would be recorded
- how financing will be structured
- that the letter doesn't clearly define what is proposed.

The secretary was asked to send a letter to the Interim Committee Chair detailing the council's concerns with the proposal as written.

Next Meeting: September 12th at 5.30pm

The meeting closed at 4.30 p.m.