



MINUTES OF MEETING OF VBA COUNCIL

Held 7 November 2012. (Meeting 10 2012) & via SKYPE
At the VBA Clubrooms, 131 Poath Road, Murrumbena

Chairperson: Mrs J. Collins

The meeting opened at 5.35pm

Present:

Mrs J. Collins	President
Mr S. Hinge	Vice President
Mr N. Ewart	Treasurer
Ms K. Frazer	Secretary
Dr A. Stavik	
Mr S. Weisz	
Mrs J. Hackett (by skype)	
Mr H. De Jong	
Mr P. Fent	
Mr B. Thompson	
Mrs J. Thompson	

In Attendance: Ms C. Lachman

Mrs J. Collins took the chair.

1. Apologies:

Mr R. Stewart.

2. Minutes of Previous Meeting

Motion 1:

That the minutes of the meeting of 17 October 2012 be accepted:

Moved: P. Fent Seconded: S. Weisz **CARRIED**

Matters Arising from the minutes

- Mr B. Thompson queried how the \$8 increase in fees proposed for VBA members was to be allocated. The treasurer advised that \$5 was State Capitation; \$2 was ABF capitation & \$1 was Club Fee increase
- Mrs J. Hackett queried the situation regarding the Xmas/New Year Congress allocation & Easter Congress Allocation. Ms K. Frazer advised that a revised Congress Allocation Policy was proposed for ratification at this meeting which addressed this matter.
- Mrs J. Thompson asked if a convenor had been appointed for the VBA Xmas Congress. No convenor has been appointed, however the club manager has undertaken many of the pre-congress duties. The matter will be dealt with further during the club manager's report.

Motion 2:

That the Congress Calendar Allocation Policy dated October 2012 be ratified.

Moved: B. Thompson

Seconded: S. Hinge

CARRIED

Review of Action Item List

The review of the list raised the following points:

The meeting discussed progress on the teacher accreditation action item. Mrs J. Hackett reported some discussion had occurred. The meeting reiterated an earlier view that teacher accreditation should be an activity directed by the ABF.

Mrs J. Thompson queried progress on availability of event results on the VBA website. The meeting noted that consistent prompt delivery of results to the website continues to be of concern to council. The meeting further noted that some improvement had occurred, but the posting of results was required for all events. The club director to be directed to ensure the results are posted promptly after every session.

3. Correspondence

Correspondence In:

1. ABF - Notice of decision to discontinue Grand National Pairs from 2013 - circulated to clubs.
2. ABF - Copy of letter of acknowledgment to Judith Wood of Simply Social Bridge.

Correspondence Out:

1. G. Kilvington - letter of appointment as trustee of VBA Foundation
2. G. Chettle - letter of appointment as trustee of VBA Foundation
3. Dendy Park - Advice of decision regarding Xmas Congress 2012
4. ABF - VBA response on behalf of clubs to ABF on Grand National Pairs
5. Q. Van Abbe - VBA comment on proposal for New Governance for Bridge in Victoria as circulated to clubs.

4. Reports:

a) Club Manager

The club manager provided a comprehensive report on VBA activity.

Motion 3:

That the new members proposed in the club manager's report be accepted

Moved: S. Weisz

Seconded: A. Stavik

CARRIED

Motion 4:

That the application for approval as a bridge club named U3A Knox be accepted

Moved: B. Thompson

Seconded: S. Weisz

CARRIED

Some discussion on organisation of the VBA club congress ensued. The meeting agreed the Club Manager would make the arrangements on behalf of the club.

The club manager advised she will be on leave from November 9 - 19th inclusive. The secretary will manage the club manager emails whilst she is on leave.

b) Treasurer

Motion 5:

That the council adopts the directors report and authorises the treasurer and the president to sign on their behalf.

Moved: N. Ewart

Seconded: P. Fent

CARRIED

Motion 6:

The audited financial report was tabled and it was resolved that, in the opinion of the Directors

1. The statement of financial performance was drawn up so as to give a true and fair view of the results of the company for the financial year; and
2. The statement of the financial position was drawn up so as to give a true and fair view of the state of affairs of the company as at the end of the financial year: and
3. There are reasonable grounds to believe that the company believe that they will be able to pay its debts as and when they fall due.

Moved: N. Ewart

Seconded: P Fent

CARRIED

Mrs J. Hackett abstained as she had not received a copy of the final reports to the meeting.

The meeting thanked the Treasurer for his extensive effort in managing the accounts in the past 12 months.

a) Sub-committees

i. **Policy & Procedure Review:** (Ms K. Frazer)

The secretary advised that the revisions have been delayed due to other commitments of our legal advisor. Following the discussion from the last meeting a proposal had been agreed by the sub-committee & the proposed changes were outlined to the meeting - ie.

- that the proposition to revise the composition of council & regional representation would be postponed until after the outcome of the interim committee proposals were known.
- the gender neutralisation changes which had essentially been circulated in the last draft were to be retained.
- the changes with respect to proxy voting were to be revised, so that the conduct of elections could be defined in VBA regulations which would address the issues relating to touting and other concerns raised by the members.

The meeting agreed in principle to the gender neutralisation & proxy voting proposals as described & the final wording would be circulated to council for final approval in order to be sent out to the members in accordance with the Articles of Association.

ii. **ABF Delegate Report** (S. Hinge)

Mr S. Hinge reported

- GNOT accounts need to be paid by November 15, 2012.

The meeting questioned how this was to occur when there has been no invoice from the ABF received by the VBA. The meeting directed the Secretary to send a request to J. Rasmussen for an invoice (which should include a discount for youth players).

- There ensued some discussion on affiliation fees as set by the ABF & the timing of notification of these to the VBA. The clubs have been advised that ABF affiliation fees are struck on September 30th annually, which then need to be incorporated into the VBA Affiliation Fees.

- From 2014 ABF will be changing the marketing grant whereby 40% will go to teaching & 60% will go to marketing. This is being changed to enable a clearer understanding of where funding is being directed.

General Business

1. Kitchen Upgrade

The meeting resolved that Ms C. Lachman authorised to direct some expenditure on the kitchen as necessary to rectify the identified issues.

2. Sub-committee review

Ms K. Frazer advised that she had circulated a document detailing the current sub-committees established by council. Whilst some are standing committees, some of these perhaps should be dissolved as their activity is concluded. The meeting agreed that the incoming council should, as one of its first tasks, determine which sub-committees should continue.

3. Masterpoint update

Ms K. Frazer advised the meeting of the report from the State Masterpoint secretary that all clubs excepting those utilising the Bridgemaster program were up to date with the Masterpoint processing. She noted that Mr G. Schaller had been active in bringing clubs utilising the Bridgemaster program up to date, and that significant activity had occurred in the past few months in this regard. Whilst there remained some delinquent events, Mr Schaller expected these to be rectified upon his return from overseas.

The meeting questioned how Masterpoint programs were approved. Ms K. Frazer advised the meeting that following discussions with Mr M. Willcox, she had been advised there was currently no formal approval process for masterpointing programs. The meeting was of the view that Masterpoint Secretaries should be able to have confidence in the programs submitting results to them. The meeting directed the Secretary to write to David Weston, cc P. Busch, regarding the verification of programs used by clubs to do Masterpoints.

4. Life Membership Policy

Motion 7:

That the Guidelines for Life Membership as previously circulated be approved.

Moved: B. Thompson

Seconded: S. Hinge

CARRIED

5. Marketing & Development Officer

The secretary advised that following an interview process, Ms Laura Ginnan has been sent a letter of offer for the position of Marketing & Development Officer of the VBA with a proposed commencement date of December 1st.

This being the final meeting for this council, the President, Mrs Jeannette Collins, thanked everyone for their contribution over the past year.

Next Meeting: To be determined following the AGM

The meeting closed at 7.20 p.m.