



New Zealand Bridge

**MINUTES OF THE BOARD OF MANAGEMENT
of NEW ZEALAND BRIDGE
Conference Call Meeting Held Friday 11 April 2008 at 7.00 pm**

PRESENT Kay Nicholas (Chair), Patsy Walters, Michael Ware, Jim Murray,
Murat Genc, Murray Wiggins and Norm Silcock

In Attendance Tony Lenart, Treasurer and Trish Scott, Secretary

1 WELCOME

Kay welcomed all to the meeting. As Tony had joined the meeting to report on the financial situation Kay suggested a deviation from the agenda to accommodate this.

Financial

The financial report had previously been circulated to Board members
There is likely to be a small surplus for the year. Initial discussions had been held with the Auditor. Discussion occurred regarding various outstanding liabilities / amounts which will be incorporated into the accounts, which should be noted they are contingent to liabilities. The issue of one signatory for banking/ cheques was raised. Finance and Strategy working committee will be established - to work with Tony on issues.

Tony thanked for his input and left the meeting. Meeting returned to agenda.

2 CONFIRMATION OF PREVIOUS MINUTES

20/2008 Moved and confirmed by those present at that meeting, that the minutes were a true and correct record. **CARRIED**

Graham Wakefield had indicated that it had become common practice for mover and seconder names not be recorded in minutes. All Board members have responsibility for motions proposed and carried and should support decisions made, even if one does not concur. The Board agreed to adopt this format.

3 MATTERS ARISING FROM THE MINUTES

Charities Commission Graham Wakefield following this up

Masterpoint Programme Ongoing - Norm and Alister following up with Treshna

Law Books Have been sent to Clubs / National Directors

Addendum to Manual	Been sent to clubs and on web for downloading
System Cards	Large and small cards have been forwarded to Martin
Technology Sponsorship	Application sent to Datacom
Trials/Chef de Mission	Open team trial completed, Stan Abrahams appointed Chef de Mission and NPC for Women's Team with Alan Turner as Open Team NPC; Annette Henry Co-ordinator for Youth
Team Travel	<p>Queries/concerns from teams regarding arrangements, inability to contact Chef de Mission. Travel currently being arranged. Team members to receive breakdown of expenses</p> <p>Registration of teams is required by 1 May and registration of names is required by 1 July. Norm to advise Trish regarding these requirements.</p>
International - Youth	<p>WBF have indicated there is likely to be an under 21 slot available but this is not definite. Resolution 15/2008 from February meeting covers possibility of 2nd team. Discussion regarding current situation.</p>
21/2008	<p>That NZ Bridge send two under 28 Youth Teams to Beijing</p> <p style="text-align: right;">CARRIED</p>
22/2008	<p>That the Board endorses Annette Henry's proposal that Michael Ware act as NPC for the second team</p> <p style="text-align: right;">CARRIED</p>
Elections	Finalised – clubs notified. Briefing meeting attended
Blenheim	<p>Offered Easter for Tournament, which was declined, seeking two 10A tournaments on different weekends. Have Top of South again next year with change of weekend</p>
Rating/Awards	Credit of previous awards finalised
Bulletin No 5	Written and sent regarding Regional Committees – these should be confirmed next Board meeting
Constitution Template	Yet to have final from Graham Wakefield
Regional Conference	On Agenda for May Board meeting
Roles	On Agenda for May Board Meeting
Bridge Scoring System	Ongoing
	Murat Genc apologised and left the meeting at approximately 8.00 pm

Sponsorship	Proposal from Michael Gibson of anonymous sponsorship Board had felt uncomfortable with ramifications of not knowing all information about sponsorship
Agreements	Yet to be finalised for Secretary and Assistant to role.

4 CORRESPONDENCE – Inwards and Outwards

23/2008 That the correspondence as tabled be accepted **CARRIED**

5 RESOLUTIONS

24/2008 That the Board establish the following six Working Committees subject to the scope and delegation applicable being resolved at the Board meeting on 9 May 2008:

Administration

Finance & Strategy

Marketing / Development / Communication

Event Management

International

Regulations

CARRIED

25/2008 That membership of the six Working Committees be as stated :

Administration	Murat Genc, Chair & Norm Silcock
Finance & Strategy	Michael Ware, Chair & Jim Murray
Marketing / Development / Communication	Jim Murray, Chair & Michael Ware
Event Management	Patsy Walters, Chair & Murray Wiggins
International	Norm Silcock, Chair & Patsy Walters
Regulations	Murray Wiggins, Chair & Murat Genc

Executive Chairperson is ex officio on all Board Committees

CARRIED

26/2008 That the NZ Bridge Board confirm Dr Arie Geursen in the role of Chief Director of NZ Bridge and that designated Board members are authorised to negotiate, subject to the final approval of the Board;

a) The terms and conditions of any agreement between the Chief Director and the Board

b) The specific duties and delegated authority of the Chief Director

CARRIED

Discussion regarding need for a Remuneration Committee to manage contractual issues such as remuneration; staff reviews etc. What is seen as optimal positioning of this Committee, e.g. with Finance or as a 'side' committee. To be discussed and resolved at the May meeting.

27/2008 That the NZ Bridge Board confirm Richard Solomon in the role of Bridge Development Officer **CARRIED**

28/2008 That the following dates for 2008 Board meetings be set :
 9/10 May
 4 July
 15 August
 26 September (Hamilton)
 28 November 2008.

Jim notified the Board that he was out of the country for August and Norm indicated 15 August could be problematic for him. **CARRIED**

6 PRIORITY BUSINESS

Financial Strategy

Michael had emailed a report to Board members. At May meeting follow up on recommendation regarding day to day activity.

Regional Committees

Two Committees have been finalised, Waikato / Bays and Wellington. Other committees will be finalised before next meeting in May.

Charitable Status Update

Graham Wakefield following up on this

New Laws

Arie Geursen has contacted National Directors regarding the May meeting in Auckland and will follow this up with a 'roadshow'

Masterpoint Programme

Ongoing – Norm to contact Alister regarding progress
 Discussion : that an approach to SBS be made regarding possible sponsorship. Jim to follow up with Michael

Website

Masterpoint programme introduction will lead to web being re-designed / updated.

National Tournament Programme

Sue Edwards confirmed to take over the role from Kay Nicholas.

7 GENERAL BUSINESS

Acknowledgement

Alister's contribution over the previous five years to be acknowledged. Jim, Kay and Trish to arrange.

Contact Lists

Trish to include Chef de Mission, Youth Co-Ordinator & Alister Stuck to circulated contact list

Delegation of Authority

Norm to follow up regarding this

Jean Peche Award

Four nominations for this. Trish to prepare background information

East Coast Bays Tournament

Communication regarding problems associated with April 2007 tournament. East Coast Bays Club to write to Auckland Clubs explaining the reasons for lack of results.

Westport

Request received from Westport to increase their 5A tournament to a 'one off' 10A tournament in recognition of the opening of their new club rooms.

29/2008 That approval is given for Westport to amend their 5A tournament to a 10A for 2008, on the occasion of the opening of their new club rooms **CARRIED**

Rangiora

Request from Rangiora for a grant covering expenses of mileage by the tutor, photocopying etc involved in running lessons over 10 weeks for 40 people.

30/2008 That Rangiora be granted an amount of \$498.10 to cover expenses in running 10 weeks of lessons for 40 people, payment to be made following the receipts being forwarded to NZ Bridge **CARRIED**

Masterpoint Manual Charts

It is noted that the 8B and 5B result charts within the 2008 masterpoint manual show a combined chart which differs from that in the 2007 manual. Steps to be taken to advise Clubs to use the single charts, which the Secretary will distribute to the clubs and put on the web for downloading

Youth Development

Does not appear on current Board flow chart – discuss at May meeting where this fits.

Office

Office equipment becoming outdated. Administration Committee to look at what is required

CEO Position

Graham has been pursuing sponsorship funding for a CEO but to date no positive responses generated.

Account

Account received for previous work done on scoring package. Discussion regarding this (Michael abstained) as to whether expectations had been achieved; whether obligations had been fulfilled; wording of contract; flawed updates/programme; current input to correct programme; users report difficulty in using programme – does not work; legal advice had been sought. Board to request that the Programmer provides clarification / justification as to why payment should be made.

PABF Entries

There is an ability to send four teams per category. Enquiries have been received – Trish to re-send to Norm information received.. Norm to follow up on the specifics and advise Board.

Youth Trials

Email from Richard re Zone 7 – Youth and when trials should / could occur. Trish to re-circulate this

Youth Structure

Where does Youth Bridge best fit. Is it part of International or part of Bridge Development or both? Youth Bridge encompasses, Development of Youth Players, International experience, Liaison / Development / International. The Board needs to clarify strategy / policy so roles are known and it is understood how this fits within the overall plan.

Communication

How we do this. Centres still operate autonomously. Regional Committees will be an extension of NZ Bridge. Before 1 July 2008 when Regional Committees assume office NZ Bridge will have defined the Delegated Authorities and responsibilities specific to their role. Each Committee is to work out their communication strategy and report its plan back to the Board. The overarching philosophy is that communication to NZ Bridge should be made directly to the NZ Secretary and not via Board members. Kay to draft and circulate options for a communication strategy / policy.

Kay thanked members for their time. There being no further business the meeting closed at 9.25 pm

NEXT MEETING

Friday 9 May at 5.00 pm at the Christchurch Bridge Club.