



**MINUTES OF NEW ZEALAND BRIDGE BOARD MEETING**  
**Held at the Cabana Room, Auckland Airport Conference Centre**  
**Auckland Airport Sunday 2<sup>nd</sup> April 2017 commencing at 9.50am**

**PARTICIPATING:** Alan Dormer (Chair), Alan Turner, Karen Martelletti, Clare Coles, Jane Stearns and Noel Woodhall

**In Attendance** Alister Stuck, National Secretary.

**1. WELCOME**

Alan welcomed all to the meeting in particular the new Board members recently appointed. The meeting was scheduled early on so that the new Board could get things underway. It was agreed that the focus of the Board was to be on the Bridge community.

**2. APOLOGIES - Murray Wiggins & Richard Solomon**

**3. PREVIOUS MINUTES**

The minutes of the previous Boards final meeting held 6<sup>th</sup> March 2017 would be noted at the next meeting and published once finalised.

**4. OUTSTANDING ITEMS**

Moved: that the list of outstanding items as circulated be received.  
(Alan T / Jane)

**CARRIED 22/2017**

Arising: Planning for the National Conference to be covered under General Business.

**5. CORRESPONDENCE**

Moved: list of Correspondence be received.  
(Alan T / Noel)

**CARRIED 23/2017**

**6. REGIONAL REPORTS & MEETING MINUTES**

Minutes from 4 Regions were received and circulated prior to the Meeting.

- Wellington Region Minutes 24 Jan 2017
- Auckland Northland Region Minutes 22 Jan 2017
- Waikato Bays Region Minutes 10 Feb 2017
- CD Region Minutes 3 Mar 2017

Moved: that the Minutes from the 4 Regions be received.  
(Alan D/ Karen)

**CARRIED 24/2017**

## **7. BOARD REPORTS & MEETING MINUTES**

### **Operations, Finance & Membership**

Moved: that the operations report prepared by Alister, the P & L Report, for the month ending 31 March 2017 and the first draft of the budget for the year ended 31 March 2018 be received.

(Alan D / Karen)

**CARRIED 25/2017**

Arising: It was agreed that a list of transactions be included as part of the financial reports in the future and that the financial reports be published. The Regional Committees will be asked to include this information as part of their future meeting minutes.

The monthly TravelCard report from Air New Zealand to be included in Board meeting papers.

It was also agreed that as a priority the budget for the year commenced be completed, ratified and shared with the Clubs and Regions. It was noted that the Marketing & Regulations Committees are to submit their Budget requests over the next 10 days.

### **Bridge Development Report (Richard Solomon)**

Moved: that the Bridge Development Report as circulated be received.

(Alan T / Jane)

**CARRIED 26/2017**

Arising: Richard is working with an officer of the Auckland City Council who is interested in supporting the staging of an international Bridge event in Auckland. While early days the meeting looked forward to Richard reporting further once further information is to hand. It was agreed that this was not an event that NZ Bridge would be looking to back financially.

Richard sought the meetings view for providing tangible support for those youth players that fall between those who are targeted for the annual youth weekend and those with serious international aspirations.

Alan D is meeting with Richard mid-week and will task him with putting an overarching plan together for the Youth segment.

It was agreed that the monthly "Volunteer" recognition programme was very well received and should continue. It was agreed that Richard encourage the various recipients Clubs to have the award covered in their respective local newspapers.

It was also agreed that the articles produced and published by Richard were 1<sup>st</sup> class.

**Chief Director (Murray Wiggins)**

Moved that the Chief Directors Report as circulated be received.

(Alan D / Alan T)

**CARRIED 27/2016**

Arising: Karen disputed Murray's assertions that he had not been included in discussions regarding the Masterpoint upgrade.

It was agreed that Murray as Chief Director would lead the project to implement the updated WBF rules and ensure that the changes are shared with Directors, Clubs and Regions by way of mail outs and roadshows with an implementation date of 1 August 2017. It was also noted that Murray would attend a meeting with the ABF directors in Sydney towards the end of May to progress this project.

**Marketing & Website Report (Karen Martelletti)**

Moved that the Marketing & Website Report as circulated be received.

(Karen / Noel)

**CARRIED 28/2016**

Arising: Karen advised that there had been delays with the Masterpoint Programme update due to late responses from Peter Busch the developer of Compscore.

An issue with the integrity of the data in the tournament schedule was discussed. It was noted that where a regional event had not been assigned to a host Club it would default to a Club within that Region. This has created an issue with travel booked by a player only to find the event in question is being hosted in another city. Karen to follow-up with urgency so that unassigned events are clearly marked as such on the Tournament Schedule.

**8. OPERATIONAL MATTERS:**

**Managing & Recording Conflicts of Interest**

Clare sought information as to how the Board managed Conflicts of interest (COI) previously. With no formal procedure in place to record such declarations it was agreed that Clare would draft a suitable document and any COI would be tabled at the commencement of each meeting and minuted accordingly.

**Vacancy- Auckland/Northland Regional Committee**

Moved: that Neil Beckett of Auckland be appointed to fill the vacancy on the Auckland/Northland Regional Committee

(Noel/ Karen)

**CARRIED 29/2016**

**Vacancy- Auckland/Northland Regional Recorder**

Moved: that Christine Wilson be appointed to fill the vacancy of regional recorder for Auckland/Northland.

(Alan T/ Karen)

**CARRIED 30/2017**

### **Membership- CDD Committee**

Following his appointment to the Board Alan Dormer tabled his resignation as chair of the CDD Committee.

Moved that Mr Len Andersen (current committee member) of Dunedin be appointed as Chair of the CDD Committee.

(Alan D/ Karen)

**CARRIED 31/2017**

Arising: This internal appointment has created a further vacancy on the CCD Committee. Alan will liaise with the new Chair with the view to making a suitable appointment.

### **Honorary Solicitor**

Alan D advised that he had contacted Fergus More and advised that he is happy to continue in the role of Honorary Solicitor.

Moved: that Fergus More continue in the role of Honorary Solicitor to NZ Bridge.

(Alan D/ Alan T)

**CARRIED 32/2017**

### **Bank Signatories & Authorisation Procedures:**

Moved: that Alan Dormer replace Arie Geursen and Allan Joseph as bank signatories and the current policy for authorising Bank transactions remain.

(Karen / Noel)

**CARRIED 33/2017**

### **National Conference Planning**

Alister reported that the National Conference attended by the Board Members, Officers and the Regional Chairs would be held on Saturday June 10<sup>th</sup> at the Wellington Airport Conference Centre. The conference to start at 10am and conclude no later than 4.30pm. Alister will contact the Regions with the details and seek their input for conference topics. The programme needs to be finalised prior to the May board meeting.

### **Board Vacancy**

It was agreed that the vacancy that arose last year would be filled by way of a unanimous appointment by the Board. All Board members agreed to support this process. It was agreed that Clare will draft a suitable notice calling for expressions of interest noting that the South Island was not currently represented in the Board.

## **Review of the Constitution**

A discussion was held on this topic and it was agreed that it was a major project for the medium term with the view to having any re draft available for consideration at the 2018 AGM. This was to be following a period of widespread consultation with Clubs and Regions.

Moved: that a constitution review working group be established comprising Alan Dormer & Alan Turner with the power to co-opt other members be established for this purpose.

(Alan D / Clare)

**CARRIED 34/2017**

## **Board Election Process & Release of Information**

The Board discussed the process put in place by the previous Board and the Secretary is to prepare a report to be presented by August as to the procedures adopted this year.

Moved: that in future years details of the total weighted votes that each candidate received be published.

(Alan T/ Jane)

**CARRIED 35/2017**

Moved: that candidates from the last election may apply to the returning officer for details of their weighted vote tally and that of the total weighted vote cast.

(Clare/ Jane)

**CARRIED 36/2017**

## **Board Committees and Membership**

The meeting took the opportunity to review the number of Committees that are in place with the view to formally establishing them and confirming memberships at the next meeting.

In principle the following Committees were agreed:

- International
- Conduct, Discipline & Disputes
- Bridge Appeal Tribunal Standing Committee
- National Congress
- Teaching & Player Development
- Promotion & Membership
- Regulations

In addition the following portfolios would be continued or established:

Administration & Finance	(Alister)
Employment	(Alan D and Clare)
Tournament & Masterpoint Review	(Jane)
Constitution Review	(Alan D & Alan T)

A decision regarding the Governance Committees and any Audit & Risk responsibilities would be considered at a later date.

### **Survey of Clubs**

In the absence of an annual return this year it was agreed that an online Survey of Clubs be commissioned. It was noted that a section to be included to cover what the Board could do better and areas in which Clubs could be assisted.

### **Criteria for Life Membership**

Alan D asked those present to give some thought to establishing and documenting criteria for Life Memberships.

### **Acknowledgement- Former Board Members**

The meeting acknowledged the input to NZ Bridge of former members, Arie Geursen, Phil Rutherford & Alan Joseph. A letter of thanks to be sent to each.

### **Future Meeting Dates**

It was agreed that meeting dates for the coming year would be agreed as soon as possible. The number of face to face meetings would reduce and the use of video Conferencing facilities be investigated. It was agreed that Alister would manage both tasks.

It was also agreed that a further face to face meeting be held in May to cover the remaining agenda items and on a day that both Murray and Richard can attend.

The meeting closed at 3.50pm