



## New Zealand Bridge

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### **MINUTES OF THE BOARD OF MANAGEMENT of NEW ZEALAND BRIDGE Meeting Held Sunday 6 July 2008 at 10.30 am**

**Present** Kay Nicholas (Chair), Jim Murray, Norm Silcock, Michael Ware, and Murray Wiggins

**In Attendance** Richard Solomon Bridge Development Officer (part of the meeting per conference call) and Trish Scott, Secretary

**Apologies** Murat Genc and Patsy Walters

**1 Welcome**

The Chair welcomed all to the meeting. With the Bridge Development Officer joining the meeting at 11 am, leave was requested to interrupt the Agenda to accommodate this.

**2 Confirmation of May Minutes**

**39/2008** Moved and confirmed by those present at that meeting, that the minutes were a true and correct record. **CARRIED**

**3 Additional Agenda Items**

Congress – Central Districts Youth Team

**4 Matters Arising From the Minutes**

<b>Bridge Teachers' Assn Funds</b>	Kay to follow this up with Richard
<b>NZ Bridge Foundation</b>	Registration Charities Commission – Kay to follow up with Graham Wakefield
<b>Alister Acknowledgement</b>	Completed – Alister appreciative of recognition
<b>Masterpoint Programme</b>	Ongoing
<b>Youth Development – Org Chart</b>	Kay following up
<b>Scoring Package Account</b>	Discussion on the issue; meeting gave a recommendation for resolution which Kay will follow up with Johnny Lenart
<b>Office Equipment</b>	New multifunctional printer, copier, scanner
<b>Communication</b>	Ongoing

<b>Bridgepads</b>	1 <sup>st</sup> and 2 <sup>nd</sup> stage development work re team scoring required. Quote received from Martin Oyston for the purchase of 18 / 36 units
<b>Signatories</b>	Kay and Michael are now both signatories on the bank accounts
<b>Strategic Plan Development</b>	Jim presenting later in meeting
<b>Dorchester Sponsorship</b>	Correspondence sent thanking Co for previous support and reply received from Dorchester - sponsorship has concluded
<b>International</b>	PABF registration reimbursements made Beijing – discussion regarding process, VISA letter required; ID form completion; photograph, etc. Air China Forms before the end of this month. To be collected by NPCs and forwarded by 26 July to enable the office to forward to WBF before 28 July. Some Codes required. Norm to contact Chef de Mission regularly for updates
<b>Director Email Addresses</b>	Clubs have been requested to collect and forward the information to NZ Bridge Office
<b>Registered Office Amendment</b>	Done
<b>Delegation of Authority</b>	Regional Committees nearing completion – issue with Bank currently. Regional Committees to be brought up to date. Other Authorities in progress
<b>Funding &amp; Strategic Committee</b>	Michael to arrange
<b>Conduct, Discipline &amp; Disputes Standing Committee</b>	- has now been organised Kris Wooles is Chair. The achievement of Kris Wooles and John Wignall winning the Victor Champion Cup was also noted

## 5 Correspondence

40/2008 That the correspondence as tabled be accepted

**CARRIED**

## 6 Reports

### Administration

**Masterpoint Programme** – progressing

**Forms** – The Administration Committee's proposal that forms be either copied from the manual or downloaded from the web was agreed to by the Board.

**Gradings** – Enquiries continue to be received regarding recognition of points earned overseas, both as visitors and residents. Regulations Committee to follow up and develop a policy covering requests. Application received from local player who had previously played overseas but in a more social club capacity, not a competitive manner – to have less than Open Grade – Administration Committee has given approval to play at Intermediate level.

**Newsletter** – Board members to send items to NZ Office for inclusion

## Events

Report circulated to the Board. The Congress Committee suggest that alternative venues for the 2010 Congress be investigated. Discussion regarding alternative venues, e.g. PABF and Congress ensued. Factors that influence the holding of Congress in same venue – transport of equipment, Bridge staff familiar with the running of the event. Jim to discuss the matter with Patsy. Congress Committee integration into the new Board Structure to be discussed further at Vision and Planning meeting at the conclusion of this Board meeting.

## Financial

**Treasurer** - Recognition of Tony Lenart's contribution during his time as Treasurer is in hand.

**Bank Accounts** – Ongoing delays continue to be experienced in achieving operational accounts for Regional Committees, Congress Committee and New Zealand Bridge Magazine.

**Levy** - Currently the subscription levy is payable in respect of Home Club membership numbers as at 31 October as promulgated in the Constitution (20.1). Discussion as to what would be involved in amending this membership / annual report date to 31 March or 28 February, with preparation of the levy based on this information occurred. Either suggested date, if adopted, has ramifications for ballot for Board membership, e.g. number of Club entitlement for voting. Levy invoice would be later going out to clubs, with resultant delay in levy payments being received. This would be after the payment date of the WBF invoice for membership levy. Michael to contact Graham Wakefield regarding this possible change of date.

**Regional Committee Levy 2008/2009** - Reimbursement by NZ Bridge to Regional Committees (based on Regional Club membership numbers) would be exclusive of Youth numbers and of any Club which had not paid its levy by the due date. Trish to prepare information

**Waikato Bays Centre Grant** – A retrospective request to pay for a Seminar had been received. Payment of \$120 would be made following receipts being presented.

**Budget for Committees** - Discussion relating to Committees being delegated authority to spend up to \$3000 for any one payment, either capital or expenses with two signatories required without requiring Board approval. Trish to ascertain who the two signatories are for each Regional Committee.

**Treasurer Handover** - Not yet fully organised. Tony Lenart to be asked to continue as Treasurer in the interim.

## Marketing and Development

**Magazine** - Discussion re costings involved with its production and circulation, number of contributors; how widely read; who are readers and potential for future availability on the web.

**Web** -Its potential as an effective communication tool is recognised.

**Teaching** Some clubs do not have a person capable / willing to take beginners' classes while other clubs have several people available – a development opportunity exists to have this information available so that the possibility of sharing resources could be explored – this could aid clubs which struggle to maintain membership.

**Bridge Development Officer** - Richard Solomon spoke to his report covering issues relating to Survey, Publicity, Youth Weekend in August, School Groups, Club Membership figures; Magazine; BDO role. Until a Strategic Plan is developed the BDO role will continue 'Business as usual', e.g. including budget, etc. Following the conclusion of the telephone link it was agreed that the future BDO reporting line would be to the Chair of the Board who will follow up with BDO on a regular basis.

## Strategic Committee

Membership of this Committee yet to be formalised

## International

Membership of this Committee yet to be formalised. Roles within the international area are to be finalised by 5 September. Work progressing around the teams going to Beijing

## Regulations

The Regulations Committee report included the names of new members for this Committee – all yet to be confirmed.

**Overseas Points** – Following up on recognition of points earned overseas.

**The new System cards** – to be available to be downloading from our web

**Directing Movements** information (Julie and Patrick's) to be available for downloading from the web.

**Affiliation Criteria** - The Constitution (7.1b) requires a resolution from the Board for those Clubs which do not maintain a minimum of sixteen player members nominating that Club as their Home Club as at the date of any Annual return of membership being granted continued affiliation for the succeeding year.

**41/2008** Resolved that Diamond Harbour and Paeroa Clubs be granted continued affiliation for the 2008 year.

**CARRIED**

**Manuals** Meetings regarding regulations are held in conjunction with the NOT / GCC each year and therefore, it is proposed that the Board consider delaying publication of the manuals until 1 April (instead of January) to enable inclusion of any new regulations approved at those meetings.

### **Chief Director**

**Recorders** - Arie Geursen, the Chief Director, who has been responsible for organising the appointment of Recorders, presented a proposal for Board approval which provides for one National recorder who is supported by one or two Regional Recorders in each Region. His further suggestion re the appointment process of the Regional Recorders was also noted. The Board accepted his proposal and Kay is to discuss with Arie the next step in achieving the goals identified.

### **Remuneration Committee**

Membership of this Committee yet to be formalised

### **Conduct, Discipline & Disputes Committee**

Kris Wooles, Chair of this Committee had prepared draft guidelines which were read and accepted by the Board. Contact with this Committee is to be through NZ Bridge Office

## **7 GENERAL**

### **Regional Committees**

Final draft of “Scope and Delegation of Authority” for Regional Committees discussed and approved. To be distributed by the Chair on Monday, 7 July with an accompanying message about the continued delay associated with the bank accounts.

### **Constitution**

Consideration is being given to presenting four Remits to the 2008 Annual General Meeting of NZ Bridge to change the Constitution to accommodate the following :

- Change of address of registered office
- Change of (25.2) to “No later than (7) working days” to provide Notice of Meeting and Agenda
- Change (19.1) to accommodate a different date (yet to be finalised) for the Annual return to be submitted
- Change (20.3) Date by which the subscription levy shall be due and payable.

### **Junior Team**

The World Bridge Federation had advised that due to a cancellation of a Junior Team for Beijing, it was now possible for New Zealand to send an under 26 team.

**42/2008** Resolved that an under 26 team attend the Mind Games in Beijing upon confirmation from WBF that it is at no charge or if not, is self funding.  
Michael Ware to undertake the role of Non Playing Captain **CARRIED**

The Secretary left the meeting at 3.30 pm and Board members continued on with the Strategic Planning / Vision part of the meeting.

**Bridgepads** -The Congress Committee had indicated its objective to use wireless scoring (BridgePad technology) at the 2010 PABF, a Teams event it is hosting in 2010. A two stage software development to achieve Teams integration for Scorer to BridgePad is required. Stage One includes developing reporting of Round Robin Matches with IMP and VP results: the ability to print match sheets with contracts, results and IMPs for the match and IMPs against the datum for the section; integration for Barometer for Pairs. It is essential, therefore, that BridgePads are available for use at the 2008 National Congress where testing of Stage One of the development can occur. Following this Stage Two of the software development will proceed and the units will again be used at 2009 Congress in preparation for the 2010 PABF. A quote has been received from Martin Oyston, Bridge NZ (2004) for the purchase cost of 36 BridgePad Terminals, two BridgePad Base Units and two Carry cases. The cost exclusive of GST is \$6,695.95 and with GST is \$7,532.94.

#### **43/2008**

Resolved that NZ Bridge apply to The Southern Trust for a funding grant of \$6,695.95 for the purchase of 36 BridgePad Terminals, two Base Units and two Carry cases which will be used to provide wireless scoring technology for major NZ Bridge Teams events. **CARRIED**

#### **44/2008**

Resolved that NZ Bridge accept Martin Oyston's quotation of \$3,375.00 to proceed with Stage One of the software development required for Teams integration for Scorer to BridgePad. **CARRIED**

### **Reimbursement of Chair Toll Expenses**

#### **45/2008**

Resolved that NZ Bridge pay the Chair \$25.00 a month to cover toll call costs made via the landline **CARRIED**

### **General Discussion**

Those present shared their perspective as to the future direction of NZ Bridge. Some members had prepared documents that clearly identified issues to be addressed and possible strategies to be adopted. Each Board Committee has initial responsibility to develop strategies and policy specific to its area of responsibility.

Meeting closed at 4.20 pm.

### **Next Meetings**

10.30 am Sunday 17 August in Christchurch  
Telephone conference call 6.30 pm Monday  
15 September