



## New Zealand Bridge

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### **MINUTES OF THE BOARD OF MANAGEMENT of NEW ZEALAND BRIDGE Meeting Held Friday 9 May 2008 at 4.30 pm & Saturday at 8.45 am**

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

**In Attendance** Richard Solomon Bridge Development Officer, Arie Geursen Chief Director and Trish Scott, Secretary

#### **1 WELCOME**

Kay welcomed all to the meeting. David Stephen had been invited to attend the meeting to discuss background information regarding the scoring package.

#### **2 ADDITIONAL AGENDA ITEM**

Standing Committee for Conduct, Discipline and Disputes

#### **3 CONFIRMATION OF PREVIOUS MINUTES**

**31/2008** Moved and confirmed by those present at that meeting, that the minutes were a true and correct record. **CARRIED**

#### **4 MATTERS ARISING FROM THE MINUTES**

**Charities Commission** Update from Graham Wakefield – NZ Bridge does not qualify for charitable status and is not liable for income tax. Charitable Status will be sought for the NZ Bridge Foundation when it is established.

**Masterpoint Programme** Treshna is to demonstrate the current status of the work being done on this programme tomorrow morning

**Constitution Template** Has been sent to Clubs and is available to download from the web

**SBS Sponsorship** Jim had investigated this possibility – need to bank there to be considered for sponsorship

**Jean Peche Award  
32/2008** That Nick Bailey be the recipient of the Jean Peche Award **CARRIED**

**Masterpoint Charts** Amended information has gone to the clubs and is available to download from the web

**Office Equipment / Secretary** Alternative options presented to the meeting for achieving updated equipment and working environment

John Wignall, who is an ex officio NZ Bridge Board member (Constitution 8 – Control & Management / 8.2) was invited to this meeting but declined the invitation. He does however wish to receive meeting minutes and agenda.

All other Matters Arising will be covered within the Meeting Agenda.

### **Scoring Package**

David Stephen welcomed to the meeting to provide information re the period immediately following the handover of the Source Code. Further clarification was made to the Board as to the current status of the Scoring Programme. NZ Bridge owns the Source Code but has a contractual arrangement with Martin Oyston, Bridge NZ, which provides for Martin, if so instructed by NZ Bridge, to further develop the programme, e.g. for NZ Bridge Congress. This development would be paid for by NZ Bridge and could not be on charged to Clubs. If however, a Club requested Martin to further develop the programme on their behalf, the cost of that development would be negotiated between the Club and Martin. Following any upgrade / development to the programme undertaken by Martin, a copy of the modified Source Code must be lodged with NZ Bridge as part of the business arrangement

## **5 CORRESPONDENCE Inwards and Outwards**

Discussion regarding levy payments from two clubs in particular who have made a payment based on their Club membership as of 31 March 2008. The Constitution clearly states (19 c & e) that the Annual return requires notification of membership numbers as of 31 October of the previous year. Membership numbers from that return determine the levy payment NZ Bridge must make to the World Bridge Federation (WBF). Possibility raised of WBF levy payment being taken from previous year's figures – Finance Committee to look at this option and also a change to the date at which membership is used for NZ Bridge levy.

**33/2008** That the correspondence as tabled be accepted

**CARRIED**

Richard informed the meeting that there had not been a positive response from the Ministry of Education regarding leave for teachers representing New Zealand (letter written to apply for this as undertaken following the Remit at the 2007 AGM) At the moment this is not available in all Schools.

Until 1 July 2008 any Centre application for a Charity Funding Grant would need to indicate in a covering letter that there has been a change of name from NZCBA to NZ Bridge and that there is a new Constitution part of which are the Regional Committees who assume their responsibilities from 1 July. To date NZ Bridge has written a cover letter explaining the situation and provided a certificate of Incorporation to one Charitable Organisation to whom an application has been made.

## 6 REPORTS

### Administration

#### Scoring Programme

Currently have 18 Bridgepads – Understood to be NZ Bridge sole agency, not able to be used immediately with scoring package – Martin Oyston reports he has these working with the scoring package – would like to trial at Congress. N Z Bridge is able to purchase at cost and that 18 be purchased and used at Congress, at the Interprovincials and Barometer so that by the time of the PABF 2010 there is familiarity with them and they are in stock. Discussion as to whether Martin Oyston should be the agent for these. Kay to follow up with Graham as to the wording / practice of any agency covering this.

**34/2008** That N Z Bridge apply to Southern Trust for a funding grant to cover the cost of purchase of 18 units Bridgepad units. **CARRIED**

#### Treshna

Demonstration / discussion tomorrow morning.  
Decision on contract not being made until specification available

#### Office Equipment Secretary

Alternative options presented to the meeting for achieving updated equipment and working environment. Recommend that Board proceed with acquiring new computer and multifunction colour printer. Quotes for purchase and / or lease to go to Michael Ware / Finance. Administration Committee to progress.

### Finance & Strategy Accounts

Information as circulated to meeting discussed – small Surplus for the year. Information with Auditor – further information to be supplied to him.

#### Asset Register/Day to Day

Michael Ware asked whether there was an Asset Register.– Trish to investigate and advise.  
Electronic banking to be established – set up new system from 1 June; new signatories established

**35/2008** That Kay Nicholas and Michael Ware become signatories on accounts **CARRIED**

### Marketing / Development / Communication

#### Sponsorship Position Descriptions

– to go to Funding Sub Committee  
– development of a strategic plan, Richard, Jim and Michael which will be circulated to the Board

#### Dorchester sponsorship.

Players have not supported this sponsorship, possibly because of the current financial environment - Richard to follow up.

## Event Management

### Youth

- Development of Youth will be Bridge Development Officer's (BDO) responsibility.
- International Youth will be responsibility of the International Committee who will liaise with BDO.

### International Beijing

Fare / flight issues with Beijing – not heard yet from the organisers whether Air China is providing flights. Norm to contact World Bridge Federation as to whether this has been resolved – and if not resolved, flight bookings should go ahead – to advise Chef de Mission.

### PABF

Delegate / non Delegate issues have been resolved. Seven teams are attending as Delegate teams with some financial support for registration fee from Australia and NZ Bridge. Trials for teams to PABF not being held.

### Youth

Richard has heard from Australia who have three youth teams for Beijing – would like test in Hamilton. Richard, Michael and Norm to follow up and make recommendation.

## Regulations New Rules

National Directors had study day Sunday 4 May – went well. Electronic presentation available on Australian Directors web. Wellington and Waikato do not have national Directors – Arie to undertake a workshop there and also around the country. Chief Director would like to establish email contact addresses for all directors – there is one for National Directors.

## 7 REGISTERED OFFICE

- 36/2008** That the Registered Office of N Z Bridge Incorporated be amended to 58B Warden Street Christchurch **CARRIED**

## 8 REGIONAL COMMITTEES

- 37/2008** That the N Z Bridge Board approve the named Regional Committees as advised **CARRIED**

### Auckland

Patrick Carter, Trevor Robb, Tony Morcom, Lee Walters, Angela Royle

### Waikato / Bays

Allan Barclay, Max Lewis, Karen Martelletti, Jenny Millington, Rosemary Ritchie, Lois Smith

**Central Districts**

Jean Bennett, Wayne Burrows, Val Gardiner, Ann Hill, Gerry Palmer, Russell Wilson

**Wellington**

Tony Sutich, Margie Michaels, Barry Smith, Ed Porter, Paula Jenner

**Canterbury**

John Hay, Joan Small, Steve Gray, Michael Johnstone, Judith Calder, Robin Young

**Otago/Southland**

John Mitchell, Jeremy Kennard, Lynne Fegan, Frank Gradon, Frances Sheehy, Marilyn Jackson

The Regional Committees will require information on : finance; capital; budgeting; GST; assets; authority and delegation; bank accounts. The Regional Committees will require this information at least a month before 1 July. Norm will work on this information and circulate to Board.

**9 DELEGATION OF AUTHORITY**

Norm working on this and will circulate to Board members

**10 REMUNERATION COMMITTEE**

Chair to circulate information for establishment of this Committee

**11 GENERAL BUSINESS****Sub Committee for Funding and Strategic Planning**

**38/2008** That the N Z Bridge Board supports the establishment of sub committees for Funding and Strategic Planning **CARRIED**  
Michael Ware will form the subcommittees, anyone interested please contact him directly.

**Ballot** Under the Constitution a ballot is required for two Board members to stand down at 31 March 2009, and a further two 31 March 2010. The remaining two members will serve the full 3 year term, this will give continuity of the Board, e.g. not all new at the same time. Those Board members who are balloted out are able to stand for re-election.

Balloted out 31 March 2009	Murat Genc	Jim Murray
31 March 2010	Norm Silcock	Murray Wiggins

**Standing Committee Conduct Discipline and Disputes**

Proposal from the Chair that the following people be approached to form a Standing Committee covering conduct, discipline and disputes. Kris Wooles as Chair, Alan Turner, Scott Smith, Alan Taylor, Judith Medlicott and Graham Stout. Committee would not always require all of the Committee to be involved in appeals

**38/2008** That we appoint these nominees as the Conduct, Discipline and Disputes Standing Committee, subject to their approval. **CARRIED**

**Saturday 10 May 2008 8.45 am**

Two meetings held parallel.

Present Kay Nicholas, Murray Wiggins, Patsy Walters, Jim Murray, Arie Geursen, Norm Silcock

Demonstration meeting with representative from Treshna, regarding the proposed new masterpoint / web programme where the opportunity was given to see a mock up and ask questions regarding specifications and design.

Present Michael Ware and Trish Scott 8.45 am

Finance meeting – day to day activity discussions as to how this could be achieved in a streamlined manner and information / material which needed to be presented to complete the annual audit.

At the conclusion of this meeting Trish joined the Treshna meeting.

**NEXT Meeting**

**Early July – date to be confirmed**