



MINUTES OF NEW ZEALAND BRIDGE BOARD MEETING

Held Friday June 10th at the Victoria Bridge Club commencing at 5.00pm and on Saturday June 11th at Atrium Apartments commencing at 8.45am

PARTICIPATING: Kay Nicholas (Chair), Graham Wakefield, Jenny Wilkinson & Allan Barclay & Lynne Fegan

In Attendance: Richard Solomon- Bridge Development Officer, Alister Stuck Secretary & Arie Geursen Chief Tournament Director

Apologies: Patsy Walters & Alan Turner

1. WELCOME

Kay welcomed all to the meeting, in particular Lynne Fegan who had recently been appointed to fill the casual vacancy on the Board.

2. CONFIRMATION OF MINUTES

Copies of the following minutes were circulated prior to the meeting.

- Board Meetings – 17 & 18 April 2011 & 3 May 2011

Moved that the Minutes of the Meetings held 17 -18 April 2011 & 3 May 2011 as circulated be confirmed.

CARRIED 40/2011

3. OUTSTANDING ITEMS

- **Delegation of Authority – Events Committee**

A draft document had been circulated prior to the meeting with feedback sought from the members of the Congress Committee. This item was deferred to General Business.

- **Constitution Changes**

Graham confirmed registration of changes is still outstanding.

- **Preparation 2011 Manual**

Alister reported that the editing of the Manual had been finalised and he expected to have the document with the Printers during the week following the meeting. It was agreed that the document would be made available for download via the NZ Bridge Website as soon as it was finalised.

- **March 2011 Annual Accounts**

Alister reported that David Macdonald spent two days in Palmerston North earlier in the week. One further day next week had been earmarked to complete the Audit. It was noted with disappointment that the Waikato Bays Region had not provided an Audit statement. Allan Barclay undertook to follow this up and make arrangements locally if required.

Moved that the Delegation of Authority for the Regional Committees be amended to include a statement detailing the Audit requirement.

CARRIED 41/2011

- **Annual Report**

The draft document circulated prior to the meeting. The content was agreed on subject to some minor additions and amendments.

- **System Summary for Junior and Intermediate Events**

Alister reported that Julie had not completed this project. It was agreed that Allan Barclay would take responsibility for this and would draft a suitable document. It was noted that this would not be available in time to be included in the updated Manual.

4. CORRESPONDENCE

The list of Inward and Outward Correspondence was circulated prior to the meeting.

Moved that the report summarising the Inward & Outwards Correspondence be received.

CARRIED 42/2011

Two items were flagged for further discussion during the General Business segment.

5. BOARD REPORTS

▪ **Bridge Development**

Richard spoke to his Report which had been circulated prior to the meeting. Richard highlighted the successful Youth Weekend held at the end of May in Auckland.

A proposal from Greg Quittner of Australia to hold a seminar was received. Richard has contacted Greg for further information but had not heard from him at the time of the meeting.

A proposal from Nescafe seeking to provide Clubs with free Coffee samples had been received. Richard undertook to manage this should it proceed.

Moved that Youth players of School age who attended the 2011 Youth Weekend be given a complimentary 12 month subscription to the NZ Bridge Magazine.

CARRIED 43/2011

▪ **Congress**

Richard advised that the Gaming Grant application to purchase 72 Bridge Pads had been declined by Pub Charity.

Moved that the Congress Committee be authorised to purchase 72 Bridge Pads, 2 Base Units & 8 Carry Bags at the discounted sum quoted.

CARRIED 44/2011

Richard reported that the Committee had initiated discussions to develop a long term Capital expenditure plan and succession planning for key positions and personnel. Noted that a long term Capex budget for Congress is difficult because of changing technology however a further update will be presented at the August Board meeting.

▪ **NZ Bridge Magazine**

The declining subscription base and financial loss incurred with respect to the Magazine were discussed. It was agreed that the Marketing, Development and Communication Committee would develop a strategy for the Magazine and its long term future. Allan Barclay is to lead this project.

It was further agreed that a “position description” for the Magazine Editor be drafted.

Moved that the Reports & Congress Committee Minutes from Richard Solomon, as circulated, be received.

CARRIED 45/2011

▪ **Finance**

Alister presented the Financial Report Covering the period 1 April 2011 to 31 May 2011 on Alan Turners behalf. The 2011/2012 Budget is to be ratified at the August meeting.

Moved that the Finance Report as circulated, be received.

CARRIED 46/2011

▪ **Operations**

Alister spoke to his report that had been previously circulated. Graham complimented Alister for the work he had undertaken since the past meeting.

Moved that the Operations report, be received.

CARRIED 47/2011

▪ **International**

Jenny spoke to her report that had been previously circulated.

Moved that the information be received.

CARRIED 48/2011

▪ **NZ Bridge Foundation**

Minutes from the recent meeting of the Trustees had been previously circulated. It was agreed to include the Foundations Audited Financial Statements and Chairpersons Report in the NZ Bridge Annual Report Document. It was also agreed that a time slot during the NZ Bridge AGM would be made available to the Foundation to enable their reports to be presented.

The request from the Foundation regarding an allocation of a portion of the NZ Bridge levy is to be deferred to the August meeting.

Moved that the information be received.

CARRIED 49/2011

6. REGIONAL REPORTS

Minutes from 4 Regions had been received and circulated prior to the Meeting. Alister advised that the Auckland Regional Committee had contacted him prior to the Meeting with an update, but they were not able to furnish a formal Report or Minutes as their Secretary Angela Royle had just returned from the UK.

Moved that the Minutes and reports from Central Districts, Canterbury, Top of the South & Otago Southland Regional Committees, be received.

CARRIED 50/2011

7. GENERAL BUSINESS

▪ **Correspondence- Central Districts Regional Committee**

The Meeting discussed a widely circulated letter dated 4th May 2011 from the CD Regional Committee seeking an explanation of the reason for the recent removal of Mr Gerry Palmer as a member of that Board Committee and requesting that he be reinstated as a member of the Regional Committee.

Agreed that the request for reinstatement be declined and that an appropriate response be made. Noted that Susan Sykes, who is currently co-opted to act as Secretary / Treasurer of the committee, has declined the Board's invitation to fill the vacancy.

▪ **Correspondence- Gisborne Bridge Club**

A letter from the Gisborne Club along with a copy of their letter to [REDACTED] following allegations made at a recent Tournament held at that Club were received. It was noted that the Club was not seeking the matter be pursued by NZ Bridge, but had referred the matter to the National Recorder in lieu.

Alister is to acknowledge receipt.

▪ **Board Committees – Annual Review**

The meeting discussed the composition of the various Board Committees following the recent changes of Board membership, and considered the Chairpersons recommendations.

Moved that the membership of the various Board Committees be now as set out in the paging annexed to these Minutes.

CARRIED 51/2011

- **Qualified Directors List**

It was agreed that the list of Qualified Directors be amended so as to differentiate between those who are actively directing and those who by personal choice no longer wish to be included on the “active” list.

Alister is to circulate the existing list to the Regions to assist in the updating exercise.

- **Zero Tolerance Policy**

Allan Barclay requested discussion with the view to publishing some guidelines for those participating at the National Congress. It was agreed that Allan and Richard would draft a suitable statement to be published in the Congress Bulletins.

- **Minimum Board Requirements**

Arie presented this item and led a discussion around the appropriateness of the current requirement whereby 48 Boards must be in play in certain 2 session Pairs Tournaments.

Moved that effective from the release of the updated Manual the minimum Board requirements in 3A, 8B, 5B & 3B Pairs Tournaments be reduced to 44 to give the Director in charge more flexibility with movements.

CARRIED 52/2011

- **Planning Meeting - International**

It was noted that the International Committee will conduct a face to face meeting prior to the Holland trip to formulate the selection policy and process for the 2012 International Teams. It was noted that selection in 2012 was intended to be by way of a trial or trials.

11.30pm - Meeting adjourned

8.45am Saturday June 11 - Meeting resumed at Atrium Apartments Wellington

Apologies: Arie Geursen

- **Updated Coaching Grant Policy**

The draft policy document was circulated prior to the meeting and included an evaluation section which is to be completed by the Club prior to the Regional Committee making the payment. Subject to minor amendments the Policy Document will be released by the end of June 2011.

- **Analysis of Annual Returns**

It was agreed that the Marketing Committee would tabulate and analyse the data collected as part of the Annual Return process with the view to presenting detail for discussion at the August meeting.

- **Appointment – Otago Southland Regional Committee**

Moved that Ann-Louise Stokes of Wanaka be appointed to the Otago Southland Committee in the capacity of Secretary / Treasurer to fill the vacancy following the resignation of Lynne Fegan.

CARRIED 53/2011

Lynne Fegan did not participate in this segment.

- **APBF – Meeting of Delegates**

The Meeting noted the Agenda for the proposed meeting of Delegates at the APBF. Alister advised that the meeting papers had been copied to Alan Turner and Kris Wooles who had previously been appointed as NZ Bridge Delegates.

- **Delegation of Authority Document- Events Management Committee**

The meeting discussed the draft document previously circulated and considered the feedback from the members of the Congress Committee.

The Board also briefly discussed alternative approaches, with an emphasis on risk management, and the possibility of organising and conducting National Congress's in future under a limited liability company or other special purpose vehicle.

Moved that the Congress Committee be renamed the “National Congress Sub Committee” reporting to the Board via the Events Management Committee.

CARRIED 54/2011

Agreed that the National Congress Sub Committee give thought to, and draft, an appropriate Delegation of Authority document specific to the organisation and management of the National Congress with the draft to be circulated prior to the August meeting.

10.10 am Meeting Closed

Dates of next Meetings

16 July 2011 – AGM Hamilton

5 August 2011 – Wellington, followed by a Regional Conference on 6 August 2011

9 & 10 December 2011 – Palmerston North