



MINUTES OF New Zealand BRIDGE BOARD MEETING
Held at the Wellington Airport Conference Centre, Sunday 14th
August 2016 12.30pm until 6.30pm and at the Kairangi Bridge Club,
Monday 15th August 2016 8.30 am until 12.30pm

PARTICIPATING: Arie Geursen (Chair) Allan Joseph, Carol Richardson, Phil Rutherford, Karen Martelletti and Noel Woodhall

In Attendance Murray Wiggins, Chief Director from 1.30pm until 6.15pm Sunday only

1. WELCOME

Arie welcomed all to the meeting.

2. APOLOGIES Alan Turner, Richard Solomon (Bridge Development Officer & Alister Stuck (National Secretary)

Moved: That Alan Joseph act as minute secretary for this meeting.

CARRIED 66/2016

3. PREVIOUS MINUTES

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

- Board Meeting Minutes 3 July 2016
- Board Meeting Minutes 14 July 2016

Moved: that the Minutes of the Board meeting held 3 July 2016 be confirmed subject to the following correction.

Paragraph 8 reads "that the Laura Stephen ", should read "that Laura Stephen "

CARRIED 67/2016

Moved: that the Minutes of the Board meetings held 14th July 2016 be confirmed subject to Alan Turner's requested to have his vote against the resolution 65/2016 was noted and agreed to.

CARRIED 68/2016

4. CORRESPONDENCE

The list of inward and outward Correspondence had been circulated prior to the meeting.

Moved: that the Report summarising the Inward Correspondence be received and the outward correspondence approved.

CARRIED 69/2016

Matters arising:

Inwards

- Murray Wiggins confirmed that the conflict of a domain name used the scoring packages provided by Altosoft and Bridge NZ had been resolved.
- Karen Martelletti advised the Board that E-Theory has been asked to remove the password to the master -point access on the website.
- Noel Woodhall suggested that when changes are made to the website a bulletin should be issued informing users of the change.
- As a matter of policy the Board does not consider it should get involved in complaints or disagreements between players at Club sessions or tournaments. In the first instance these should be dealt with by the Club concerned and /or the Regional Recorder. The Chief Director will draft a response.
- Moved from the Chair that one further item of inward correspondence be dealt with "in camera".

CARRIED 70/2016

Outwards

No matters arising

5. OUTSTANDING ITEMS

Moved: that the updated list of Outstanding Items be received.

CARRIED 71/2016

- It was noted that the Code of Conduct, the Social Media Policy and the Health and Safety Policy need further development.
- Full sized posters of our Values, Strategies and Goals through the printers in Timaru. Allan J to send the details to the Secretary.

National Conference Debrief

- There was general agreement that there was good, open, dialog and that new Regional Committee members were made to feel welcome. Overall the Conference was successfully run.
- In 2015 we presented the Board's goals and strategies, in 2016 we were interested in feedback from the Regions.
- It was noted that National Conference stimulated much need discussion on Tournament review
- It was suggested that we have a theme for each National Conference e.g. Teaching, Marketing and guest speakers.
- It was agreed that a working group should be formed to make this annual National Conference a special event. Since Richard Solomon in his role as BDO is the conduit between the Board and Regional Committees, logically he should be involved with planning for both the Regional and National Conferences.

Annual Returns

Their origin, purpose, benefits and questionable success of the Annual Return Scheme was discussed. This matter has fallen to Karen Martelletti to attend to. Karen has proposed that it may be possible to put the annual return on the website and have it returned electronically.

A question was raised whether we ought to revisit Rule 19 of the Constitution. It was agreed the question of a constitutional change should be deferred for now and experiment with an electronic annual survey that gathers valuable data for both NZB and the Clubs.

Disagreements / Disputes between members of Clubs

The Board will not get involved in arguments between players. In the first instance these should be dealt with by the Club and /or Regional Recorders.

Murray Wiggins to draft a response to the Clubs concerned.

6. REGIONAL REPORTS & MEETING MINUTES

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

- Waikato / Bays dated 17th July 2016
- Wellington dated 21st June 2016
- Canterbury dated 28th June 2016
- Central Districts dated 8th July, 2016

Moved: that the Minutes from the 4 Regions be received.

CARRIED 72/2016

Matters arising:

The Chair noted and thanked the Regional Committees for their well written and informative minutes.

Moved: that the nomination of Tony Biddington to the Canterbury Regional Committee be confirmed.

CARRIED 73/2016

Moved: that the board acknowledge retiring long term volunteers who have served on Regional Committee and are sent a thank you note by the Secretary.

CARRIED 74/2016

7. BOARD REPORTS & MEETING MINUTES

Profit and Loss Statement (Alan Turner)

- The Treasurer, Alan Turner, reported (by phone) that the net surplus as shown in draft accounts for the year ended March 31st, 2016 was approximately \$44K but approximately of this \$32K was held by Regional Committees. He wanted the Board to be aware of this when considering forward planning.
- It was agreed the P+L report tabled at each Board meetings was unhelpful and that Alan Turner be asked to prepare and report against a 4 year rolling budget aligned to the 4 year International Program.

Operations report (Alister Stuck)

Moved: that the Operations Report as circulated be accepted.

CARRIED 75/2016

Matters arising:

- The Chair will contact David McDonald as to his availability for a further term.
- The number of affiliated members supplied by the Secretary shows that our membership remains at comparable levels to last year.

Bridge Development Report (Richard Solomon)

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

CARRIED 76/2016

Matters arising:

- A very successful Teachers meeting was attended by 51 from all over New Zealand was held at the Franklin Bridge Club 16/17 July.
- Nine teams from Auckland Grammar, Mc Leans College Pakuranga College and Hillcrest School (Hamilton) participated in the Auckland / Northland Schools Teams Tournament on the 31st July.

Moved that the minutes of Congress Committee be received.

CARRIED 77/2016

Richard's comprehensive Congress report was acknowledged and well received
Matters arising:

- Congress numbers look to be tracking similar to last year.
- Noted that the Distinction Hotel will provide free Wi-Fi throughout the Hotel.
- Karen Martelletti advised that the Congress Website was a work in progress.
- The complexity of selling "packages" as we currently do vs "entry by events" was discussed. The Board will have to make a policy decision after this year's Congress.

Chief Director's report (Murray Wiggins)

- Moved: that the Chief Director's Report as circulated be received.

CARRIED 78/2016

Matters arising:

- The need for more Tournament Directors in some/most regions was raised.
- A 12 month license to use "Pianola software" had been purchased to use as an administration package and alternative platform for viewing their results and provide the capability for the Congress Organisers to send "Push notices" to the phones and tablets to those playing at Congress was part of the reason.
- A question was raised of how using the Pianola facility fitted in with the board's strategy of a single channel of communication through our own website. Karen Martelletti advised that although a link could be placed on the website, the push notices and the result service was able to be provided through our own website.

International report (Carol Richardson).

Matters arising

- Qualifications to represent New Zealand in International matches.

Kris Wooles has prepared a draft set of regulation to replace those on page A15 in the Manual.

Moved: That the draft Eligibility to represent New Zealand Regulations circulated be adopted with immediate effect.

CARRIED 79/2016

The Chef-de-Mission, Derek Evennett, to put out the necessary bulletins.

- Scope and Delegation of Authority for the Youth Advocate role

Carol has worked with Susan Humphries and Tracey Lewis on developing the document.

Moved: That the Scope and Delegation of Authority be adopted.

**Marketing / Teaching / Communications / Website Development report
(Karen Martelletti)**

While in principle having an integrated approach to these major strategic initiatives was a sensible one, the Chair suggested the governance structure underpinning this needed more careful consideration and would be dealt with under the Governance.

Web Site Development (Karen Martelletti)

Karen did a video presentation of the changes and future plans for the website development and answered any question the Board may have.

Phil Rutherford enquired as to whether the website could be expanded to incorporate club websites.

Karen responded that there is already a page for every club, advertising where they can be found and the contact details and although this is not an active website page, there is the ability to put links to their website and results page if they already have these.

While acknowledging there was still lots to be done, the Board was pleased with progress in particular the capability for the team to now make many changes themselves.

Regulations Committee report (Allan Joseph)

Moved: that the Regulations Committee report as circulated be received.

CARRIED 81/2016

- The Tournament Organisers Pack and Compendium for Chef's de Mission were tabled. These professional documents had been formatted by Claire Woodhall so they can readily be updated.
- The next step is to produce similar Tournament Organiser Packs for all 15 and 20A Point Events.
- Special needs players: Carol Richardson brought up that the Board should consider our developing policies for players who may have special needs. It suggested we give consideration to what, if anything, Australia has done in this respect.
- Noel Woodhall suggested that the name for the IP Championship be changed to New Zealand Regional Championships (or similar) to reflect that we have regions and not provinces. The exact name is still to be finalised.

- The goal is still to produce a “searchable” presentation of the Manual on the website
Carol Richardson will seek advice from a work colleague as to how we should go about this task.

8. GENERAL BUSINESS

Preparation for AGM to be held at 9.30am Saturday 24th September at National Congress in Hamilton.

- Kay Nicolas is preparing the booklet of the AGM papers to be sent to all Clubs. At this stage she is waiting on the Annual Report and the final audited accounts.
- An informal breakfast meeting of Board members and the Officers is planned for 7.30 am Saturday 24th September at the Distinction Hotel Hamilton for all Board members and officers.
- The Foundation will not be presenting their Annual Report this year at the AGM.

Noted: The Trust Deed only requires the Trustees provide an annual report addressed to the Board and Clubs by the 30th June each year.

Application for Funding

Moved: that Noel Woodhall be authorised to apply for grants from NZ Government funding Organisations on behalf of the Board.

CARRIED 82/2016

Moved: that Noel Woodhall is authorised to apply to the Lotteries Commission for funding assistance for the Inter-Provincial Championships.

CARRIED 83/2016

Board Meetings

- Discussion was held on the pros and cons of the present meetings of Sunday/Monday which are not very popular. Preference was expressed that we return to a weekday board meeting with Monday being the most suitable, starting at 8.30am and aiming to finish by 3.30pm.
- All face to face meetings would be preceded by a Teleconference Meeting after the Agenda has closed meeting to clear any standing items of business.

- The next meeting will be on a date in October to be set by the Chair in consultation with the Secretary.

Governance Matters

- The Board was unable to get to this final Agenda item.
- It was agreed the Chair would consult and formally call for a meeting either on the 8th, 9th or 12th of September where this item would be the only item for *in camera* discussion on the Agenda.

The meeting closed 12.30 pm