



**MINUTES OF NEW ZEALAND BRIDGE BOARD MEETING**  
**Held via Telephone Conference Call Tuesday 18<sup>th</sup> April 2017**  
**commencing at 5.30pm**

**PARTICIPATING:** Alan Dormer (Chair), Karen Martelletti until 6.30pm, Clare Coles and Jane Stearns

**In Attendance** Alister Stuck, National Secretary, Richard Solomon Bridge Development Officer and Murray Wiggins, Chief Director.

**1. WELCOME**

Alan welcomed all to the meeting scheduled primarily to work through a number of items carried over from the previous meeting.

**2. APOLOGIES - Alan Turner**

**3. PREVIOUS MINUTES**

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

- Board Meeting Minutes 2 April 2017

Moved: that the Minutes of the Board meeting held 2 April 2017 be confirmed  
(Alan / Clare) **CARRIED 37/2017**

**4. CORRESPONDENCE**

Letter from Palmerston North Bridge Club, firstly congratulating the new board members on their appointments, and secondly outlining remits to the National Conference was received.

Alister to respond.

**5. BOARD REPORTS & MEETING MINUTES**

**Chief Director (Murray Wiggins)**

Murray provided an update regarding the finalisation and roll out of the updated WBF Rules. The updated rules will take effect from 1 August 2017 in Zone 7. In the lead up to that Murray intends to hold a one day meeting with all active National Directors with Sunday 11<sup>th</sup> June pencilled in. In addition a PowerPoint presentation will be prepared and made available to Clubs and Regions.

It is intended that each Club and the National Directors will be provided with a complimentary copy of the new rule book once printed. Murray is seeking a quote from the Oystons to produce these.

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

Karen gave a brief progress report regarding the Masterpoint programme. Tasks on the table at present include the invoicing option and the aligning of the various masterpoint tables.

## **6. OPERATIONAL MATTERS:**

### **Managing & Recording Conflicts of Interest**

Clare has drafted suitable documents for Board Members, employees and contractors. Alister to circulate with the view to adoption at the next meeting

### **Board Vacancies**

Alan advised the meeting that Noel Woodhall had indicated his intention to resign from the Board. Accordingly a notice calling for expressions of interest to fill two vacancies on the Board is to be finalised and released shortly. It was agreed that nominations would close 3 weeks after release of the bulletin.

### **Bank Signatories**

Alister advised that he will action the changes this week. Both Banks required signed copies of the minutes containing the formal resolutions re change in signatories.

### **Board Committees and Membership**

Moved that Karen Martelletti be appointed to the Congress Committee.

(Alan D/ Jane)

**CARRIED 38/2017**

Moved that Jane Stearns be appointed to lead the Tournament & Masterpoint Review Working Group.

(Alan D/ Karen)

**CARRIED 39/2017**

### **Survey of Clubs**

A discussion was held regarding the timing and content of the electronic survey of Clubs which is intended to replace the paper based annual return from Clubs. Those present were asked to give consideration to appropriate questions / target areas and feed this information to Karen.

Jane advised that it is likely that a separate online survey will be prepared by the Tournament and Masterpoint review working group.

### **Youth Bridge Programme**

It was agreed that Richard would prepare an overview of the various aspects of the youth bridge programme and circulate it before the next meeting.

### **Central Districts Regional Conference**

Alan has been invited to attend the conference in Palmerston North on Sunday 30<sup>th</sup> April. Karen will prepare a PowerPoint presentation on the Masterpoint programme which can be shared at the Conference and which she can speak to remotely on the day by way of a Skype link up.

### **Budget Preparation**

Alistair reported that he is just awaiting some further figures from the Regulations committee before the draft budget is complete and can be adopted at the next meeting.

### **Reporting expectations – Committees and Employees**

It was agreed that Board committees, working groups, and employees will furnish a report of activities undertaken since last meeting and an outline of those in the pipeline on a regular basis. Such reports to be furnished at least 10 days prior to the meeting at which they will be tabled.

### **Board Roles, Structure Review, & Strategy Document**

The papers drafted by Clare to be circulated with feedback sought prior to the next meeting.

### **Regional Bridge Development Officers Proposal**

The paper prepared by Jane to be circulated with feedback sought prior to 2 May 2017.

The meeting closed at 7.00pm