



**MINUTES OF NEW ZEALAND BRIDGE BOARD MEETING**  
**Held at the Miramar Golf Club Wellington Sunday 8<sup>th</sup> April 2018**  
**commencing at 9.30am**

**PARTICIPATING:** Allan Morris (Chair), Karen Martelletti, Jane Stearns, Clare Coles & John Skipper

**In Attendance** Alister Stuck, National Secretary & Murray Wiggins, Chief Director.

**Apologies** Richard Solomon

**WELCOME**

Allan welcomed all to the meeting in particular to John Skipper who was attending his first meeting as a recently elected board member.

**NOTING**

Updated Task List and the Interest lists were reviewed and noted. A number of items were able to be removed from the task list. Alister to update and recirculate.

**PREVIOUS MINUTES**

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

- Board Meeting Minutes 20 March 2018

Moved: that the minutes of the Board meetings held 20 March 2018 be confirmed.

(Karen/Clare)

**CARRIED 028/2018**

**CORRESPONDENCE**

It was agreed that John Skipper would represent the Board and work with the Canterbury Regional Committee to address the issues assist the United Bridge Club with the issues they are facing.

**REGIONAL COMMITTEE MINUTES**

Meeting Minutes from the following Regions were circulated prior to the meeting:

- Waikato Bays Region Minutes 9 Feb 2018
- TOTS Region Minutes 3 Mar 2018

Moved: that the Minutes from Waikato Bays & TOTS Regions be received.  
(Karen/ Clare)

**CARRIED 029/2018**

*Matters Arising:*

It was agreed that Alister would contact those Regions who had not filed meeting minutes for some time. It was further agreed that a schedule of such minutes be prepared and be annexed to Board minutes.

The meeting took the opportunity to review the mileage reimbursement rates used by NZ Bridge. After discussions it was agreed that the following be implemented on the basis that it does not include Regional Bridge Mates who are subject to a separate arrangement.

Moved: that the IRD approved rate (currently 73 cents per km) be used for NZ Bridge for the purpose of reimbursement for travel to take effect for from 8 April 2018 for travel incurred from that date.

**CARRIED 030/2018**

## **BOARD REPORTS & MEETING MINUTES**

### **P & L Reports – March 2018**

The P & L report for the month of March 2018 was circulated prior to the meeting.

Moved: that the Financial Report be received.  
(Jane/ Karen)

**CARRIED 031/2018**

*Matter Arising:*

The draft Budget for the FYE 31 March 2019 would be updated and recirculated by Alister. It was agreed that the budget to be finalised and ratified at the next meeting.

### **Bridge Development Officer's Report**

Richards report was circulated prior to the meeting

Moved: that the BDO report as circulated be received.  
(Allan M/Jane)

**CARRIED 032/2018**

*Matters Arising:*

It was noted that Richard had referred the sister city proposal to the Waikato Bays Region who in turn had offered to support the project.

### **Congress Committee**

Moved: that Alister Stuck join the Congress Organising Committee  
(Allan/Clare)

**CARRIED 033/2018**

*Matters Arising:*

Karen to contact Mark Thomson of Hamilton be approached to gauge his interest in joining the Congress Organising Committee.

**NZ Bridge Foundation**

The minutes of a meeting of the Foundation Trustees held 29 March 2018 were circulated prior to the meeting.

Moved: that the minutes of the NZB Foundation meeting held 29 March 2018 be received.

(Jane/ Clare)

**CARRIED 034/2018**

*Matters Arising:*

Jane moved a vote of thanks to Alister for the work done to date to bring the Foundations records up to date and to enable to audit of the Foundations financials to be completed.

It was noted that the term of current Chairperson of the Foundation John Wignall will end on 17<sup>th</sup> April 2018 at which time he will have served the full 7 years allowed by the trust deed. Alister to contact John to gauge his support to continue to assist the Foundation past this date pending the appointment of new Trustees.

**OPERATIONAL MATTERS**

**Memberships Otago Southland Regional Committee**

The Otago Southland Region sought to appointment of Messrs Peter Mountain and Paul Freeland to their committee following the resignations of James Coutts and Joan Scarlett.

It was agreed, that given the election process was underway calling for nominations for all Regional Committees for a new term commencing 1 July 2018, that these appointments be deferred and both be encouraged to seek nomination for the new term.

Alister to advise the Region of the Board's decision and also that there was no objection to both participating in Regional Committee activities as observers for the remaining few weeks of the current term of office.

## **Youth Portfolio**

Allan spoke to his report that was circulated prior to the meeting. It was agreed that the following recommendations be implemented:

- The International Youth squad should fall under the auspices of the International Committee. Tracey Lewis should continue in her role reporting to Derek Evennett. We should review the level of funding as part of our 4 year International budget.
- Richard should continue his Bridge Development and Congress roles.
- Funding will be subject to the usual annual budget cycle.
- We engage with the Foundation so we can have a coordinated approach to youth funding.
- We utilise the services of Jan France, (Regional Bridge Mate Auckland Northland) was a Youth Work Manager for a number of years and a trained Youth Worker.

Jane advised Jan could commit 2 full days a month to this project. The intention is that Jan will work with Richard who will lead and coordinate our youth programme activities.

## **International- Additional Categories at World Bridge Events**

The meeting noted the WBF's recent announcement to include a mixed category at world and zonal championship events from 2019. The International Committee are aware of this and will need to include in their planning and funding allocations from 2019.

## **International – Yeh Bros Cup**

The meeting noted that the NZ Open team had received an invitation to contest the prestigious Yeh Bros Cup event in 2018. The invitation follows their 4<sup>th</sup> place at the 2017 Bermuda Bowl event. While subsidised to a degree by the organisers the players themselves will have to meet the bulk of their expenses to attend the event.

The meeting agreed that it would support the International Committee should it look to make a contribution to team expenses such as the entry fee and travel insurance.

## **Membership – International Committee**

Moved: That Jane Stearns be appointed to the International Committee.  
(Clare/Karen)

**CARRIED 035/2018**

## **National Conference Planning**

Alister briefed the meeting with planning to date for the National Conference rescheduled to Sunday 15<sup>th</sup> July 2018. A number of topics have been collated and will be included in the agenda. Alister will contact the Regions regarding any Agenda items they would wish to include.

## **Board Strategy Review**

Clare led a brief run through of the Strategic Plan highlighting the areas that the Board had committed to consider / action during 2018. With some good progress to date it was agreed that Clare would update the document and recirculate.

## **Work Groups and Portfolio Allocations**

Allan presented his draft document detailing various work groups and portfolio allocations. It was agreed that Allan and Clare would complete further work and present at the next meeting. It was further agreed that following adoption of the work plan that expressions of interest would be called for from interested parties to fill the current vacancy on the Board.

## **Board Work Programme**

Allan presented a draft of the Board work programme outline and timetable across the calendar year. It was agreed that future Board reports would comprise 2 sections with section 1 highlighting issues for discussion and or decisions. Section 2 would include items for information purposes only. Karen will lead a presentation at the National Conference to enable the Regional Committees to report in a similar style.

## **NZ Bridge Manual**

Traditionally the responsibility for maintaining and update the NZ Bridge manual has been that of the Regulations Committee. It was agreed that this will revert to Alister to manage with assistance from 3<sup>rd</sup> parties with editing and formatting as required. It was agreed that the online document be undated progressively and that a hard copy be made available after the 2018 AGM.

## **Constitution Review**

Alister briefed the meeting as to the progress made by the working group. John Skipper to assist with the task as required.

## **Masterpoint Platform and IT Development 2018-2019**

Allan advised the meeting that it was his firm wish that no further development of the Masterpoint Platform and Website be considered or agreed until further notice. A sustained period of consolidation was called for to enable users to be fully conversant with the workings of the platform and for a number of long outstanding matters to be completed.

Alister requested that the following outstanding matters be given priority:

- Website speed
- Masterpoint Certificates backdated to Sept 2017
- Quarterly Baden Wilson reports
- Quarterly top 100 Masterpoint earners report
- Quarterly rank change report
- Quarterly top 10 in each rank report
- Integrity of the membership list attached to the quarterly Levy Invoices
- Review of the access levels given to Club Administrators

Jane requested priority to outstanding reports functions.

It was agreed that the services of consultant Anthony Hopkins would no longer be necessary and that the arrangement would be bought to a close in terms of the original contract signed.

## **Life Membership Criteria**

It was agreed that Allan would draft criteria for nomination and considering life memberships.

## **Additional Board Meeting May 2018**

It was agreed that an additional Board meeting would be held during May 2018. A Zoom link up at 4pm on 15<sup>th</sup> May to be added to the meeting schedule.

The meeting closed at 3.05pm

Next meeting dates:

15 May 2018	4.00pm	Zoom link up
15 July 2018	10.00am	National Conference Wellington
17 July 2018	4.00pm	Zoom link up

Details of Regional Committee Meetings held  
 Financial Year Ended 31 March  
 2018

<b>Region</b>	<b>Date held</b>						
<b>Auckland</b>							
<b>Northland</b>	16/07/2017	10/09/2017	19/11/2017				
<b>Waikato</b>							
<b>Bays</b>	7/04/2017	25/05/2017	7/07/2017	4/08/2017	1/09/2017	24/09/2017	29/10/2017 9/02/2018
<b>Central Districts</b>	30/04/2017	19/05/2017	23/06/2017	19/08/2017	27/10.2017	19/01/2018	
<b>Wellington</b>	2/05/2017	30/05/2017	11/07/2017	15/08/2017			
<b>Top of the South</b>	14/05/2017	20/05/2017	13/08/2017	27/11/2017	3/03/2018		
<b>Canterbury</b>	15/04/2017	25/06/2017	20/08/2017	14/10/2017	3/12/2017		
<b>Otago</b>							
<b>Southland</b>	9/04/2017	2/06/2017					