

**WIMBLEDON BRIDGE CLUB
COMMITTEE MEETING – MINUTES**

Held on Wednesday December 9th, 2020, 10am at WBC

PRESENT: Graham Balin; Juliet Blows; Denny Endicott; Sandra Grossman; Hal Hazine;
Brigitte King; Ann Lindsay; June Middleton; Sheena Osborn

IN ATTENDANCE: Gad Chadha

1. WELCOME & APOLOGIES

None

2. MINUTES OF LAST MEETING

These were agreed, approved and will be signed in due course.

3. ACTIONS FROM LAST MEETING

Action: GC sent out a list of WBC Club Roles and permissions. **Closed.**

Action: SO to circulate this document to the rest of the Committee.

Action: SO wrote to Shirley Pritchard who confirmed that she knows how to upload results from BBO to the EBU. She is willing to pass on her expertise as necessary. **Closed.**

Action: Arrangements for Team matches. It was agreed that team members should make their own arrangements. There is a schedule on the website so teams know whom they are playing and by when. **Closed.**

Action: GC confirmed that all ex-staff had received their P60 documentation. **Closed.**

Action: AL emailed the existing documentation to HH on members' risk assessment concerning the re-opening of the Club when it is deemed safe. **Closed.**

4. REOPENING SUB-COMMITTEE

The Committee is monitoring government guidance and preparations are in place so that the Club could re-open with just a couple of weeks' notice. Risk assessments for members, employees and volunteers will need to be translated into protocols for these different groups who will be notified by email of the necessary precautions to be taken and procedures to be followed when returning to play face-to-face at the Club. AL is owning this. The committee's current view is that we are unlikely to play face to face before Easter. To be reviewed each month. Item owned by AL.

5. FINANCE

- DE updated the Committee on the VAT situation.
- DE has reviewed the budget and forecast for 20/21. Currently the projected loss is of the order of £17000.
- Table numbers for November were 478 which is also the average monthly table numbers for the last six months.
- In thanks for Calum's continued contribution to the Club the Committee agreed the gift of a case of wine to Calum. **Action: DE**

6. RESILIENCE

- The Committee recognises that WBC is currently very dependent on the Club Manager, GC, and the previous Club Chairman, Calum Stewart, who have worked tirelessly throughout lockdown to implement online bridge successfully at WBC. Calum developed our online billing system and continues to run our temporary finance system for us and has full access to our bank accounts. He is no longer on the Committee, and is not a paid employee, so he is operating without a formal status. This minute is to approve formally

Calum's continuing invaluable role in these activities and to thank him for the enormous amount of work he has put in to make our online offering and billing a success.

- HH suggested that the activities that require additional resilience are:
 - Uploading results to website, with financials (currently only Calum). DE shadowing Calum.
 - Session creation: currently only Gad (for morning sessions) and Stefan for afternoon sessions. IBEX and EBU are alternatives
 - Admin in the office: HH volunteered to come to the office 2-3 times a week
 - The Committee agreed that DE should research the price of a laptop so that it can be set up to do everything that needs to be done to upload results etc. **Action DE.**

7. SURVEY FINDINGS AND ACTIONS

- Survey results indicated that an increase in table money would be tolerated by members. The Committee agreed to increase the table money to £4 per session from Jan 1st, 2021. This is now not believed to have significant VAT implications.
Action: GC to inform members and put a notice on the website.
- Session Timetable: The Committee agreed to add two new sessions to the Club's online offering. There will be additional Online Duplicate Sessions at 10am on a Friday morning and at 7pm on a Tuesday evening. This latter session will consist of 24 boards and it is hoped that results will be uploaded to the EBU for NGS rankings to be updated. **Action: DE** to talk to Shirley.
Action: GC to find somebody (Stefan, EBU, IBEX) by Dec 16th to create and direct these sessions.

8. MANAGER'S REPORT

- A WBC team participated in an online Hurlingham Swiss Teams' Event, coming 4th out of an entry field of 27. Congratulations to the team: Shirley Pritchard, Julie Gardner, Tony Stone and Inu Kassam.
- WBC Super League has been very successful with 9 teams participating. The new season starts in Jan 2020. **Action: GC** to suggest schedule.
- The online Q & A session by Zoom at the end of November went well. This will be repeated. Members are encouraged to join in and bring their questions to the Club Manager and Committee Member. **Action: GC.**
- GC reported that there have been several BBO technical problems which have affected the WBC online sessions.
- The main playing room ceiling has been leaking for some time and is being repaired, together with the guttering.
- The Committee agreed to extend free membership until the end of March 2021 to students who have been on WBC courses this year.
- GC reported that there had been an incident of fraud on the Club bank account. The money has been recovered.
- HH asked GC to highlight a message on the web site indicating how to register for WBC on-line bridge for the first time. New on-line players or visitors should register at least a day before their first intended session to allow time for GC to facilitate this. **Action: GC.**
- The Committee thanks GC and Calum for replacing the stage ceiling.
- GC reported that a quote of around £10000 had been received for redecoration of the Club. AL suggested that members might be willing to volunteer to be part of a work party to re-decorate the Club.
- The Committee agreed to reward the three players who play the most frequently in online WBC games. There would also be prizes for the winners in the gentle and regular ladders.
Action: GC to suggest the reward.

- GC reported that he had conducted his own survey amongst Gentle Duplicate players. They would like to continue with their 10.15am start, at three sessions (Tuesday, Thursday and Saturday), playing 16 boards. They would not object to an increase in table money.

9. ANY OTHER BUSINESS

- A member had suggested that WBC might benefit from the introduction of 300 Club. The Committee agreed that, at the moment, the Club has not got the manpower to implement this.
- A charity event is planned for the new year.
- A WBC New Year Party is provisionally planned for Sunday, Jan 17th. The provisional agenda is as follows:
 - 14.00. Introduction and login to BBO
 - 14.05. Pairs competition. 18 boards. Partners can be provided. Committee members will be subs - GC
 - 16.20. Review of hands by GC. Refreshments
 - 17.30. Individual competition. 12 boards - GC
 - 19.30. Prizes and good wishes from the committee.
 - **Action: GC** to advise on using Zoom alongside BBO.
 - **Action: AL** to draft email to members for **GC** to send out, **GC** to collate replies, **SO** to send out zoom details. The email will give time and schedule and ask for replies on who will join and if they have a preferred partner for the pairs. Target is to send the email by end of 18 December.
- The Committee agreed not to pay the entrance fee for a team who had entered themselves for the NICKO competition. The closing date for entries has now passed but any team could have put themselves forward for this competition. The Club cannot be expected to fund every team who chooses to do this. The Committee wishes the team success.

10. ITEMS CARRIED FORWARD

Cashless payment system: Gad

Dealing Machine: Gad

Fire Emergency Plan: Gad

Personal Emergency Evacuation Plan: Gad

Advertising and Business Development: Denny

Charitable Status Working Group (CSWG):

Date of Next Meetings: Jan 13th, Feb 10th, Mar 10th, Apr 14th, May 12th, Jun 9th
2021 AGM June 30th

The meeting closed at 12.40.