

MINUTES

2018 AGM – Bridge On the Edge

31 May 2018

1. Attendance

The meeting was called to order at 9:30 am and chaired by Brian Collins with 49 members in attendance, including all current Administrative Board members and the Club Manager.

2. Introduction

Brian Collins noted that there was a quorum present and that the meeting would be held according to Robert's Rules of Order. He then called for approval of the 2017 AGM minutes. It was voted that these be approved.

3. Constitution changes

The board proposed that section 5 d) of the constitution be changed from:

"Ensure that an independent and qualified auditor conducts an annual review of the finances of BOTE."

to:

"Ensure that a respected and qualified committee of club members is appointed to conduct a review of the club's financial systems, statements and accounts and to report the results of this review to the membership at the Annual General Meeting each year. The review committee may also recommend, or the membership may elect, to proceed with an external audit."

This change was approved by the majority of those present.

4. Board member reports

a. President

Brian Collins noted that the Club is doing very well, with a growing membership and with an increasing number of tables played. He thanked all the volunteers, including the Club Manager. He reported that the Administrative Board has held 5 board meetings since the last AGM and that copies of the minutes of these meetings are available on the BOTE website. He also noted that the Club has instituted an annual membership fee, primarily so that an accurate list of active members can be maintained. He stated that attention needs to be paid to maintaining or increasing the number of members if the Club is to remain viable. Finally, he commented that he feels the Club currently has an excess of cash on

hand and that determining what should be done in this area will be a challenge for the new Board.

b. Vice President

Heidi Janes thanked all the Board members, especially those leaving the Board (Tim, Pramila, and Roy), for their service during the past year. She reviewed the report of the Education Committee (attached), noting in particular the accomplishments of developing a variety of policies, delivering a large variety of successful bridge lessons, implementing a successful mentoring program and carrying out an education survey which will help guide education for the club in the coming year. She thanked the other members of the Education Committee, Roy and Janet, as well as all those who taught lessons, John Goold, who guided the education survey and prepared the final report, those who provided mentoring and all other volunteers.

c. Treasurer

Roy Perry reviewed the annual Financial Statements, noting that the club is in a healthy financial situation with approximately \$40,000 in the bank. These statements will shortly be posted to the website in the Members' Section. He then reviewed the Treasurer's Report (attached), noting in particular the assistance of Joan FitzGerald and the Financial Review Committee, whose reports can be made available on request, in the development of his recommendations, which include ensuring that the Club get direct access to all accounting records, showing more appreciation to volunteers, empowering the Standing Committees with their own annual budgets, and establishing a long term (3 to 5 year) plan for the Club's growth, activities and development. Finally, he thanked all volunteers, the Club Manager and the rest of the Administrative Board for their support and assistance.

d. Financial Review Committee

Rick Comerford thanked the other members of the Financial Review Committee (Susan Follett and Marguerite Noonan). He noted that the Committee's review had focused on accounting reports and records, rather than on procedures and policies. He stated that it is the Committee's opinion that all money collected was deposited in the Club's bank account, that all expenditures made appeared to have been reasonable and, with only very small exceptions, all expenditures were properly documented and approved. He noted that Roy's report had outlined many of their recommendations.

e. Recorder

Roy Perry reported that during the past year policies have been put in place to limit unusual bidding. He remarked that some complaints had been received that sometimes some directors have been a bit over-formal and officious. He asked directors to try to be more friendly in the future. He stated that some complaints

have also been received from members about the behaviour of other members but that all such complaints had been resolved on a personal level without the need for formal procedures.

5. Election of Administrative Board members

Wanda Lundrigan, Chair of the Nominations Committee, explained the procedures for the election. She stated that the Nominations Committee had proposed nominees for each of the seven positions on the Administrative Board. In particular, they had nominated the following:

- a. President – Heidi Janes
- b. Vice President – Janet Hannaford
- c. Treasurer – Richard Comerford
- d. Secretary – Brian Shortall
- e. Members at large – Mary Lou Martin, Alice Collins, Jacinta Wall

She then called for additional nominations from the floor. None being received, she announced the proposed new Board elected by acclamation.

6. New Business

- Bev Moore thanked the old Board for their service in the past year and Joan FitzGerald for passing on her club to us. She expressed support for giving free plays to volunteers and she also suggested the club should invite the social bridge players from other venues to our club for free games and information about duplicate bridge. Brian noted that we have plans to offer a social game as part of the Alzheimer fundraising week. She also put forward the idea that we should recognize regular frequent players in some way such as volume discounts or free games.
- Claudia Shortall asked the Board to consider adding extra games every week
- Joan FitzGerald noted also that there will be a supervised social game as part of the Alzheimer week activities and agreed that more such events should be considered to attract new members.
- Janet Hannaford distributed a schedule of Alzheimer week activities for June 18 to 21. She described these activities and noted that the committee is looking for non-thing donations for the silent auction to be held that week. Examples given were things such as a hosted dinner, a gift certificate or a mentorship.
- Sandra Tobin asked about the status of the Recorder position. Roy replied that this will have to be decided by the new Board.
- Bev Moore inquired about the length of the Club's lease with the Swilers Club and asked whether we should be looking for a longer term lease to protect us from price increases. Heidi replied that there was currently no set term on the lease. She also reported that recent negotiations for the lease had resulted in a price increase of \$150 per month but that, in return, BOTE has received promises for a new front door, improvements to the lighting and the right to use the facilities on Monday nights. Brian also added that our current lease provides

for 3 months notice for either party and that he felt that a longer term lease would not protect the club from price increases.

- Anne Hughes requested that AGM reports be distributed in advance for future AGMs.
- Janet Parsons stated that she would like to see more team games. She was informed that one is planned for late June but Rahul noted that many people do not like team games so it is difficult to schedule many of them.
- Marlene Greey stated her opinion that \$10 is a reasonable fee for a game, given the amount of entertainment and other value delivered compared to other possible activities.
- Joan Fitzgerald asked whether the membership fee should be a lifetime fee or an annual one. Current board members replied that the fee was intended to be an annual one, so that the club could keep track of who the currently active members were.

The meeting was adjourned .