

NOTL DUPLICATE BRIDGE CENTRE
MANAGEMENT COMMITTEE MEETING
October 18, 2022

The meeting was convened at 1630 hours at 280 Johnson St.

In attendance: Muriel Tremblay, Claude Tremblay,
Heather Beckman, Bob McGrath, Donna Williams, Joan Soifert,
John Marskell

Regrets: Lorraine Horton

The minutes of September 28, 2022 were approved as circulated. No action required. Moved by Bob Seconded by Heather

As chair, Muriel welcomed Donna, Joan and John as new members of the Committee.

Review AGM Documents

- a. Agenda – Reviewed and approved as circulated
- b. Year End Financials – Audited and published on the web site.
- c. Budget – We are budgeting double the table count from last year. The bank account stands at \$7300. Muriel will prepare the October financials at the end of the month. With minor changes to member events and management meeting entries which offset each other, the budget was approved as amended.
Moved by Claude, seconded by Bob. Carried.
- d. Refreshments- Donna presented the budget for the AGM. After some discussion it was agreed that, in addition to wine, we would add beer including non-alcoholic beer to the menu. This will increase the current estimate of \$334 slightly but it was noted that we are close enough to the Christmas Social to make use of any excess beverages. The estimate includes the liquor license and food. Donna proposed having a charcuterie board placed on each table (estimate 8 tables) as opposed to the buffet approach. (Agreed). She will check to see if we can use the Community Center Fridge, and arrange for the table set up we require.
Muriel will prepare a communication to members.

Membership Report

The membership report was reviewed in Lorraine's absence. It was agreed that we should include students in the report and remove the reference to badges. Lorraine will be asked to amend her report for the AGM.

Social Committee Report

a. Christmas Party – December 6

The tickets have been printed. (Claude). Because of the room size, attendance will be limited to 56. Tickets will be available to members only from October 25 – November 11. After that date the opportunity will be opened to others who would like to attend. Claude will provide Donna with a list of paid-up members. While others will assist in the sale of tickets, the proceeds go to one person (Donna). Tickets will cost \$25 including the games. The event will be catered and will cost approximately \$2500. It was agreed that we will have the caterer provide dishes and cutlery, and \$50.00 will be given to each server assisting the caterer. These are add on costs. Snacks and champagne will be served prior to the dinner.

Donna gave an overview of the cost which includes the Caterer, liquor and license, snacks and center pieces (which will be donated afterwards). The cost will be approximately \$3000.

Donna will arrange to table set-up.

Muriel will prepare a communication to members.

b. Dates for socials in 2023

Claude circulated the schedule for special games and the socials for 2023. He noted that the regular games will be cancelled during the Unit 255 tournaments. ACBL events are set as far as dates are concerned but the local events have some flexibility.

With minor changes to account for holiday weekends, the schedule was approved as amended. Claude will amend and circulate, including to the directors so they can pick their schedules.

Muriel agreed to negotiate with the Community Center to secure the most suitable venues for our various events.

As Social Chair, Donna agreed to the social calendar.

There being no further business the meeting adjourned at 1800 hours.

Moved by Bob, seconded by Heather. Carried.

The next meeting will be at the call of the Chair.

