

**WIMBLEDON BRIDGE CLUB  
COMMITTEE MEETING – MINUTES  
Held on Tuesday July 13th 2021, 4.30PM**

**PRESENT:** Graham Balin; Denny Endicott; Hal Hazine; Brigitte King; Ann Lindsay; June Middleton; Marietta Andree

**1. WELCOME & APOLOGIES**

Juliet

**2. MINUTES OF LAST MEETING**

These were amended, agreed and approved.

**3. ACTIONS FROM LAST MEETING**

- Club reopening actions and timescale: On 14/6 the government announced the delay in lifting of restrictions till 19/7. On 12<sup>th</sup> of July they indicated that restriction will be lifted on 19<sup>th</sup> July but people/employers need to exercise caution. Completed risk analysis on 13/7/21. JM to email the completed form to the Committee.
  - The volunteers painted the training room on 19<sup>th</sup> of June (HH, GB, JB). HH completed the touching up and removing masking tape etc after the meeting on 23/6.
  - Carpets were cleaned on 11/6/21.
  - MA is getting a skip to collect the rubbish, on 10/6/21. It will be removed by 16/7/21.
  - Agreed on 9/6/21 to buy a Till machine connected to 2 card readers – to go cashless. Costing £1450 +VAT to buy. Annual maintenance for the Teller is £240. Card readers cost £ 21 each per month. DE Ordered it on 6/7/21.
  - HH indicated that the bridge tablecloths on the training room are very old. MA has ordered and received 34 new ones.
  - HH asked if we have the list of directors and voluntary directors ready. MA said yes, enough at least for the opening sessions listed below.
  - Agreed on 23/6 that we shall have trial sessions in the club for Supervised on Monday the 19<sup>th</sup>, Ploughman's on Wednesday the 21<sup>st</sup> and Friday Gentle on 23<sup>rd</sup> July. Free sessions. MA to email the target audience and invite. Committee will attend where they can.
  - Statement of our Covid sensitivity (spaced out tables, sanitisers available, fully ventilated with open windows. Statement of expectations – double jab, don't come if you have symptoms).
  - MA to clean up the notice boards.
  - MA to put the winners names on the winners list in the main hall. Contacted and sent the name of winners.
  - **MA to write a note to put on the door at entrance about guidance + short note for directors.**
  - DE to check with the insurance company if there is any impact on insurance.
- Ramp up plan for face-to-face play: Ramp up every 2 weeks based on demand (with online also). JM suggested that of the 13 sessions we had before lockdown, the 6 best attended were as follows and are probably the best to start with – so that we can debate and revise (with volunteer directors?): after the trials the sessions from 26/7 are:
  - Tues AM & Fri AM Gentle. Start at 10 am.
  - Mon Supervised play. Start at 12.30
  - Wed Ploughman's at 11 am – but maybe with no food initially (BYO).
  - Thursday afternoon duplicate – 1.30
  - Saturday afternoon duplicate – 2.0

Simple (Green card) v Normal (Shirley's suggestion. Includes 5 card majors etc). Tues and Friday Gentle duplicates. MA updated the website on 7/7/21.

- Review of online games
  - Agreed to cancel Wednesday afternoon session from 28/7.
  - Agreed on 7/7 to cancel Tuesday and Saturday morning online sessions from 26/7.
  - Agreed on 7/7 to cancel on line Thursday PM session from 29/7
  - Agreed on 7/7 to cancel Saturday afternoon session from 31/7
- Communication with members as discussed with MA on 8/7 on phone
  - Newsletter today on opening timescale, protection, trial sessions and cancellation of some online sessions as above – **reviewed the text to send by MA today (sent)**.
  - Update website with the schedules
  - Put the banner up saying we open on 26th July. MA to order.
  - Find players for trials next week by invitation.

#### 4. RESILIENCE

Some items from 'How we work':

- Cashless system; Went live in March 2021 with the link on the WBC website. **Action: DE to update the user guide with regular processes and regular tasks in mind so that we do not have key person risk, in particular how Cashless will work. HH asked for it to be document for update together with input form for directors– DE (MA) by 13/7**
- MA has taken over the daily results upload on MAS. Calum continuing the bank interface.

#### 5. FINANCIALS

Chased the annual renewals. Now have around 500 members.

**Review the financials in the next meeting with updated actuals.**

Denny confirmed that we are still paying fixed UMS amounts monthly to EBU till end of July. Gordon Rainsford confirmed to MA on 8/7/21.

Agreed on 7/7 that DE will decide payments for supervised sessions and ensure they don't lose money.

#### 6. FORWARD SCHEDULE OF COMPETITIONS

Need a 6 month rolling schedule and an owner. This will enable the club to plan our special events and decide criteria upfront on how to choose WBC entries. MA emailed to the Committee on 12/7/21. Had a brief look and commented on 13/7. MA to update and send out to the Committee. Teams matches will be arranged by the captains.

The committee will decide the WBC representation on external tournaments, based on WBC event participation.

And will put registration on the web site – (assume it shows interest more than anything)

#### 7. ANY OTHER BUSINESS

Open Day: On 19/5/21 we agreed that June is too early for the Open day. The new target is 11<sup>th</sup> of September 2021. Order the banner and fliers in August. The committee will distribute fliers in local supermarkets etc while a company will distribute them to houses in the area. **MA booked the printing and distribution people for early August.**

Agreed on 7/4/21 to target to start in club teaching from 20th of September. HH shared the suggested schedule with the committee on 21/4/21. MA is already talking to teachers and a teaching schedule has been being prepared on the website.

New members: Simon Bartlett, Grace Bartlett. Fiona Glennon

AGM: Agreed to move to 7 pm on 25<sup>th</sup> of August as 28<sup>th</sup> July coincides with Richmond's and it is too soon after opening. Send out timings and agenda in early August (3 week notice)

GB mentioned that there was a complaint about hosting. The Committee would like to remind all hosts that they are there to play with anyone who needs a partner. Agreed on 9/6/21 that Hosts need to be NGS 7+. MA has updated the website.

Order one Dealing Machine (or repair) when face to face has gathered pace. Agreed on 23/6 to order it a month after opening. Agreed on 7/7/21 to order the new dealing machine. MA ordered on 7/7/21. Arriving on 14/7.

MA said that Robert Griffiths offered to do the dealing for the club as a volunteer. Much appreciated.

Ladders extended till end of July.

Agreed on 13/7/21 Marietta's suggested best behaviour in the club. **To be put on the website.**

## **8. ITEMS CARRIED FORWARD**

Annual Fire Emergency Test: Manager

Personal Emergency Evacuation Plan: Manager

Advertising and Business Development: Denny

Charitable Status Working Group (CSWG):

**Date of Next Meetings:** at 2.30 pm on Wednesday 4<sup>th</sup> August in the club