



**STEPBRIDGE AUSTRALIA BRIDGE CLUB INCORPORATED
INC1601614**

Email contact: admin@stepbridge.com.au

MINUTES OF COMMITTEE MEETING

of

STEPBRIDGE AUSTRALIA BRIDGE CLUB INCORPORATED NSW NO.1601614

HELD VIA SKYPE ON 1 APRIL 2020 AT 6 P.M. EDST

1. Present Richard Lawrie Sarah Anwar
 Chris Larter Kevin Kendell
 Eric Taylor Mardi Hogarth

Apologies Brenda McClean Sebastian Wright
 Rita Pringle

2. Resignation of Sebastian Wright as Masterpoint Secretary

Chris read out a letter of resignation sent by Sebastian Wright as Masterpoint Secretary and nominate to be a Committee Member of StepBridge, effective immediately.

Richard said that all the committee positions were currently full.

After a discussion, it was felt the Sebastian step down from the Committee for 12 months and we approach Sebastian for the next Annual General Meeting.

Sarah moved that Sebastian Wright's letter of resignation of Masterpoint Secretary be accepted.

Moved: Sarah **Seconded:** Chris **Motion Carried.**

3. Appointment of Antonina Hayles as Masterpoint Secretary

Sarah said that Antonina Hayles had agreed as to take on Masterpoint Secretary and that she had already started to take over the processing of applications.

Sarah moved that Antonina Hayles be appointed as Masterpoint Secretary, effective immediately.

Moved: Sarah **Seconded:** Richard **Motion Carried.**

4. Payments

Sarah proposed that another ex-gratia payment of \$500 each be paid to Richard Lawrie, Antonina Hayles, Sarah Anwar, Chris Larter and Brenda McClean for their ongoing extra work due to the influx of players due to bridge club closing because of COVID-19.

Sarah gave the Committee a further update of work involved since the Annual General Meeting on Sunday 22 March.

Sarah moved that an ex-gratia payment of \$500 each be paid to Richard Lawrie, Antonina Hayles, Sarah Anwar, Chris Larter and Brenda McClean

Moved: Sarah Seconded: Eric Motion Carried.

Richard suggested that the Executive Committee discuss ongoing ex-gratia payments and provide a proposal at the next Committee meeting.

5. Accounting Package

Sarah moved that Sarah and Richard purchase a cloud base accounting package for the use by StepBridge Australia.

Moved: Sarah Seconded: Eric Motion Carried.

6. Increased Funds

Kevin asked what will be done with the increased funds.

Sarah and Richard said it will help with improvements to the program and wish list items.

7. Skype Meeting

The Executive Committee will start the process of organising a Skype meeting with StepBridge NL.

8. Email from Member

Chris shared an email received from Antoinette, long time member, for the efforts of all during this time at StepBridge.

9. Treasurer Report

Richard gave the meeting verbal report of the March financials, as they currently stand. Richard will send out to the Committee the formal finalised financials in the next few days.

Chris Larter
Minute Secretary

Note: these minutes have not been ratified.