



**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 7 SEPTEMBER 2020 AT 5.30 P.M. AEST

- 1. Present**
- | | |
|-------------------|-----------------|
| Sarah Anwar | Antonina Hayles |
| Mark Hetherington | Chris Larter |
| Brenda McClean | Rita Pringle |
| Steve Pringle | Eric Taylor |
| Mardi Hogarth | Epko Steinmetz |

2. Acceptance of Minutes from Previous Committee Meeting on 2 August

Moved: Chris Seconded: Rita All accepted.

3. President's Report

A copy of the President's report was sent out prior to the meeting via email.

Sarah touched on the following points.

- Special General Meeting was held on 9 August. Amended constitution and documents have been sent into the NSW Department of Fair Trading. There is delays in this department, so we just have to wait for approval.
- With the amendments of the Special General Meeting, the current Committee will remain until the next AGM in September 2021
- The Executive of the Committee are meeting twice a week
- A couple of team trials have occurred. The next stage is to run a club teams event. Mark raised the question, would we charge participation points. The answer was yes, as we would be providing masterpoints and paying a TD. The participation points processing would be done manually, scoring and masterpoints for the teams would be done externally with the TD using a scoring program.
- Virtual Clubs: 2 clubs held a session today and 1 club is holding a session on Wednesday. Feedback from clubs doing Virtual Club trials is that players say it is nice, but they prefer and are now use to the StepBridge tournaments and playing field. The players prefer the StepBridge tournaments to the Virtual Clubs. This will be a watch and wait to see what the reaction is. Some status updates including:

- Albury is looking for 2 virtual club sessions a week.
- Toowong is still setting up their virtual club
- Sanctuary Cove have started playing in the casual tables to introduce new players into StepBridge.
- We are also finding players who previously joined at the start of COVID are now coming into play on StepBridge (a 2nd wave).
- The new license agreement has been prepared by legal team in Adelaide, it is with SBI at the moment for their review.
- StepBridge Club playing numbers are starting to drop. The introduction of the Open Individual on Saturday and Sunday morning along-side the Novice session is working well with one TD directing both sessions.

Moved: Sarah **Seconded:** Chris **All accepted.**

4. Treasurer's Report

A copy of the Treasurer's report was sent out prior to the meeting via email.

Stephen thanked Sarah and Rattan (bookkeeper) for their assistance with the preparation of the accounts.

Stephen went through the accounts noting the income, masterpoint costs and normal operating expenses.

Stephen asked if there were any questions, however everyone felt it was self-explanatory.

Moved: Steve **Seconded:** Sarah **All accepted.**

5. Secretary's Report

A copy of the Secretary's report was sent out prior to the meeting via email.

Chris touched on the following points.

- Thank you to Sarah for her work in assisting with the Secretary's role
- Next newsletter will be published this month
- As Sarah mentioned, Constitution updates that were approved at the Special General Meeting on 9 August have been sent to NSW Fair Trading for processing. A change of registration details form has been sent to the Australian Business Register (ABN) as these were also out of date.
- Thank you to Mardi for her assistance with maintaining the email contact list

Moved: Chris **Seconded:** Steve **All accepted.**

6. Masterpoint Secretary's Report

Nil to report.

7. Chief Technical Officer's Report

A copy of the Chief Technical Officer's report was sent out prior to the meeting via email.

Mark touch based on his report.

- A draft agreement with SBI has been made and is nearly agreed; no problems are anticipated
- We have received a good update to the TD software
- We have received a much improved version of Teams
- We have received the new portal so we have more functionality for maintaining member information; we can now change user name
- We have received the Clubs functionality and three clubs have had trials
- We have received improved versions of the client software
- A special edition of the clubs software was released for SBAU so that we can enforce a minimum number of participation points
- The CTO has been given read access to the database so can extract ad hoc information
- A very detailed analysis of the SBAU software has been made. This is important so that we can advise which parts of our customised code (made by Marcel not Epko) need to be re-implemented in the main platform by SBI. Immediate candidates are Masterpointing and Payments which will become part of the new portal.
- We have created a tracking system to track work amongst the executive and with SBI
- Our initial software Wish List has been entered

By the next meeting, we would hope to have:

- Signed the agreement
- A new website and have started to add the content. It will only replace the current one once it has all the content being used
- Started building the new Masterpoints software
- Started building the new Payments systems
- Revised the software Wishlist based on more detailed analysis and more knowledge of the newer SBI platform

Moved: Mark **Seconded:** Brenda **All accepted.**

8. Epko

Epko gave a short update. It was agreed that, in the future, what is said in the Chief Technical Officer's report will be Epko's update on what he has been doing.

9. New Business

Nil New Business

Meeting closed 5.59pm

Chris Larter

Minute Secretary

Note: these minutes have not been ratified.