



**STEPBRIDGE AUSTRALIA BRIDGE CLUB INCORPORATED  
INC1601614**

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**MINUTES OF COMMITTEE MEETING**

of

**STEPBRIDGE AUSTRALIA BRIDGE CLUB INCORPORATED NSW NO.1601614**

**HELD VIA SKYPE ON 10 JANUARY 2022 AT  
6.00 P.M. (NSW & VIC), 5.30 P.M. (SA), 5.00 P.M. (QLD), 9.00 A.M. (Netherlands)**

**1. Present**

Sarah Anwar	Chris Larter
Mark Hetherington	Rita Pringle
Brenda McClean	Suzi Ledger
Eric Taylor	Howard Brownscombe
Antonina Hayles	Chris Raisin
Epko Steinmetz	

**Apology** Nil

**2. Acceptance of Minutes from Previous Committee Meeting on 11 October.**

**Moved:** Sarah Anwar **Seconded:** Rita Pringle **All accepted.**

**3. President's Report**

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

The President spoke to the report at the meeting.

When speaking about congresses, the President raised a question if we need to increase cost for running external congresses. Following some discussion, this was left for discussion later in the meeting.

**Moved:** Sarah Anwar **Seconded:** Suzi Ledger **All accepted.**

**4. Treasurer's Report**

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

The Treasurer noted that we are in a profitable situation and that automated processes has caused Honorarium costs to reduce.

The Treasurer asked if there were any questions.

Howard Brownscombe raised questions/comments in regard to

- Reporting
- P & L codes
- Honorarium's
- Bank Transfer Authorisation's

These were answered by the Treasurer, President and Chief Technical Officer.

The Treasurer will investigate if another term, instead of Honorarium, can be used.

Howard Brownscombe then raised the comment that StepBridge should have a budget. Following a detailed discussion, agreement was that the Executive would go away and see what work would be involved in setting up a budget and the value it would return. This then would be reported back at the next meeting to say if a Budget will be created or not. If the committee are not happy with the decision, they can reverse the decision.

**Moved:** Suzi Ledger **Seconded:** Chris Raisin **All accepted.**

## **5. Chief Technical Officer's Report**

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

The Chief Technical Officer spoke to the report at the meeting.

**Moved:** Mark Hetherington **Seconded:** Sarah Anwar **All accepted.**

## **6. New Business**

### **a. Incoming & Outgoing Correspondence**

Nil

### **b. Constitution**

Comments regarding the Constitution were collected from the Committee and sent out prior to the meeting via email.

The President invited Howard Brownscombe to begin the discussion. Then the rest of the Committee was invited to provide their comments.

It was agreed to make at least the following changes:

- Removal of the sentence "The meeting will be deemed to have taken place on 30 September."
- Including the position of a Vice President

These changes will be made by the Secretary and sent out to the Committee prior to the next meeting.

Due to changes that will need to be made to the Constitution, and that the current Constitution currently has “The meeting will be deemed to have taken place on 30 September.”, it is recommended that the Annual General Meeting be held on Friday 30 September in the evening.

**c. Youth Offer Uptake**

The Secretary advised that two new youth players to StepBridge had taken up the new Youth Offer.

Rita Pringle asked for a copy of the Youth Offer, so she can present it to Youth in South Australia. The Secretary will email a copy to Rita Pringle.

**d. Budgets**

The Chief Technical Officer proposed the following budgets

Marketing Budget

\$20,000 per annum, based on our Financial Year

- \$10,000 for the next 6 months, until we reach the new Financial Year.

Software Development for Australian Operations

\$5,000 per annum, based on our Financial Year

- \$2,500 for the next 6 months, until we reach the new Financial Year.

**Moved:** Mark Hetherington **Seconded:** Rita Pringle **All accepted.**

**e. Gold Coast Congress**

**i. Sponsorship & Advertising**

The Secretary provided an update on arrangements for the Gold Coast Congress.

**ii. Hospitality Event(s)**

Item not raised or discussed.

**Next Meeting**

Tuesday, 19 April 2022, 5.00pm AEST.

Meeting closed 7.12pm (AEDT)

Chris Larter

Minute Secretary