**Minutes of Corsham Bridge Club Committee Meeting**

**21 October 2017**

1. **Minutes of last meeting (9 September 2017)**

Agreed to be signed by Chris post meeting.

1. **Apologies**

Chris Baldock

1. **Review of action points**

**Chris**

* Circulate copies of the written constitution **c/f**
* Send off application for lottery funding **c/f**
* Explore Sims as above **c/f – no SIMs until Feb / March 2018**
* Write lessons as agreed above and comment on lessons circulated by Ray and Sue.**c/f**
* Advise Ray which Tuesdays he will be unavailable for - **done**
* Make announcements on 13 September, as detailed above - **done**

**Ray**

* Send out note to see who would be interested in daytime development lessons – **done insufficient interest to have regular daytime lessons.**
* Write handouts as previously agreed - **ongoing**
* Prepare note notifying members of the forthcoming AGM as above.- **done**
* Contact Church House to advise of start of lessons and enquire about big room – **done large room not available on Tuesday or on a regular basis on a Wednesday**

**Sue**

* Publicise non expert County events nearer the event date.- **Non Expert teams is 19 Nov. Colin to announce on Wed 25th and encourage members to enter at 1 or 2 teams.**
* Write handout for keeping control in NT – **c/f**
* Prepare draft agenda for the AGM and circulate- **done**
* Update contact list with new members details and send a copy to Janet so the list can be checked on 13 September - **done**

**Janet**

* Extend rental projections to include 8 and 9 tables – **c/f**
* Explore with Paul Gregory and Richard Gwyer the possibility of a match against Malmesbury sometime in the New Year.- **Janet has discussed with Paul and Richard – will chase up for a reply**. There is no longer a possibility of a match against Box.
* Janet will purchase 3 new metal tables for teaching - **done**
* Circulate contact list on 13 September so people can check it - **done**

**Long Term**

Content to continue to use Weebly for the foreseeable future

1. **Progress of the Development Lessons – including any additional materials.**

The first lesson was held on Tuesday 17 Oct and was well received. 14 students attended with a few absent. A few people were interested in either swapping to Monday or Friday but not enough to make this viable. It was agreed Sue will offer some catch up lessons to those who miss Tuesday lessons. Ray to keep a note of who misses lessons so Sue can follow this up.

Sue has given Ray a list of dates she will be available to teach.

As Ray, Chris and Sue will be unavailable on 24th it will be an assisted play session, charge £2. Sue will prepare 10 set hands and the other 8 will be random.

Ray has sent out the programme for lessons up to the Christmas break. There may be an issue with Church House on 12 Dec as it is Christmas Carol evening. Ray will check. If it is not available Sue is happy to teach at hers.

Ray, Chris and Sue will need to meet to discuss the programme for January onwards, taking account of the new Book 2.

Janet will keep the financial records. Rent for Church House is £12 for each night we use it.

Materials

Sue to order more flip books

Janet to order 4 cloths

Colin to see if he can supply 4 red bidding boxes for training and 4 for the club,

1. **Financial Update**

Janet provided a financial update. The position is very healthy with income so far this year more than covering the cost of the new tables and boxes.

Janet will provide Ray with a copy of the annual accounts to go on the website. Post meeting note -Ray gave training after the meeting and Janet put the accounts on the website.

We now have 36 paid up members. Colin will remind members who play regularly that they need to join the British Legion.

1. **Directing**

Sue said she did not feel we are doing enough as a club to educate members about the new changes to the bridge laws and the role of the director. It was agreed that Colin will make an announcement, each week for the next few weeks, that they should be calling the Director for help when anything goes wrong in view of the need to help people get used to new changes and the role of the director.

Janet to ask Chris to ensure the club’s book of the latest bridge laws is kept in the box.

Members will be encourage to move boards to the correct table. To facilitate this Ray will prepare table cards which show the board movements which Sue will then laminate. A specific relay table will also be used where there is a relay.

1. **AOB**
* **Uploading results**

Chris has taught Janet how to upload results to the website and she is now confident to do so.

* **Robin Sutton Competition.**

 Sue will do the preparation for this event to be held on 8 November. Colin to announce it at the next few club nights.

* **Meal and Prize giving**

Colin suggested that rather than go to La Flambe the meal should be held at Chippenham Golf club so that attendees can play some fun bridge after the meal.

After some discussion, it was agreed that Sue will print off the Golf Club menu for circulation on 24th and Colin will ask for a show of hands as to who would prefer the Golf Club and who La Flambe.

1. **Date of next meeting**

 10.00 Friday 24 November at Sue’s

**Action Points**

**Colin**

* Announce the Non Expert teams’ event on 19 November and encourage people to play.
* Announce at the club we now have 36 paid up members and ask that anybody who plays regularly but has not yet joined the British Legion needs to do so.
* Over the next few weeks remind people about the role of the director
* Remind people about the Robin Sutton Trophy competition

**Chris**

* Circulate copies of the written constitution
* Send off application for lottery funding
* Explore Sims as above
* Write lessons as agreed above and comment on lessons circulated by Ray and Sue.
* Canvas opinion re venue and format for the annual meal.

**Ray**

* Write handouts as previously agreed
* Check availability of Church house for 12 Dec.
* Arrange a meeting with Sue and Chris to discuss programme for teaching January onwards
* Keep a list of who misses which lessons so Sue can follow up with the offer of catch up sessions.
* Prepare table cards which include the board movements.

**Sue**

* Write handout for keeping control in NT
* Order more flip charts
* Prepare for the Robin Sutton Trophy
* Print off Golf Club menus

**Janet**

* Extend rental projections to include 8 and 9 tables
* Follow up the possibility of a match against Malmesbury sometime in the New Year.
* Janet to add Bob and Jeans details and then send a copy to Sue to circulate by e-mail and put a laminated copy in the box. .
* Keep financial records for the teaching and pay Church House
* Contact Chris re revised law book