



Undercroft Bridge Club Inc

Tournament Committee - Terms of Reference

The UBC Constitution (13.5) authorizes the management Committee (MC) to appoint sub-committees for such purposes and with such powers as it considers required. Pursuant to 13.5, the MC has created the Tournament Committee (TC) with the following Terms of Reference.

The TC shall be a sub-committee of the club unless a future AGM changes the arrangement.

The TC shall comply with the UBC Rules and procedures and support the UBC Strategy and Objectives.

1. Purpose:

To organise, administer, supervise and conduct Major Tournaments (red and gold points) that the Management Committee has determined shall occur.

2. Chairperson:

The TC shall be led by the TC Chairperson. The Chairperson shall be appointed by the Management Committee. The appointment shall occur within 2 weeks following the UBC Annual General Meeting.

The Tournament Committee shall be accountable to the MC for the successful execution of all Major Tournaments and the responsibilities stated in the Terms of Reference.

3. Membership:

The Chairperson may appoint additional members to the TC as deemed necessary. All TC members shall be financial home members of UBC.

The Chairperson shall assign responsibilities to TC members as required.

4. Reporting:

The TC shall provide a monthly report to be tabled at the monthly MC meeting. This report shall contain but not be limited to feedback from any Major Tournament completed during the month, including financials.

The TC shall provide recommendations for improvement as considered necessary. The Chairperson is responsible for the provision of the monthly report.

5. Engagement:

The TC shall engage directly with the Directors' Secretary for matters relating to Directors and BAWA/ABF as required.

6. Major Tournaments:

The TC shall formulate a calendar of all Major Tournaments detailing formats and associated matters including Masterpoint restrictions for the forthcoming calendar year. The TC shall strive to coordinate UBC Major Tournaments with BAWA, ABF and similar tournaments in other metropolitan clubs as far as practicable.

This calendar is to be submitted to the MC for ratification and inclusion in the master calendar of events and the UBC website.



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7. Promotion:

The TC is responsible for the promotion of the Major Tournaments. This includes Flyers, Pianola Messages and other promotional material as deemed necessary.

8. Financial:

The TC may make written recommendations to the MC on financial matters impacting the running of the Major Tournaments in order to achieve financial viability.

This includes the allocation of prize money and the number of winners, subject to the previous clause.

9. Inter-Club Events:

The TC is responsible for the arrangement of inter-club events with other metropolitan clubs.

The TC is responsible for the appointment of managers to coordinate UBC team participation in the inter-club events.

10. Disputation

Any dispute between the TC and other parties should, in the first instance, be resolved amicably. If the dispute cannot be resolved, then the issue shall be escalated to the MC for mediation and if necessary, arbitration.

11. Amendments

These Terms of Reference may be amended by the MC by providing written amendments to the TC Chairperson.

Approved: Bernie Plath UBC President

Bernie Plath