



Who's who at the EBU

– and what they do for you

We would like to take this opportunity to introduce you to our staff and how they can help you make the most of your membership. All of our staff help with the front-line services directly delivered to our members; they also have to fulfil administrative functions that ensure that these services are delivered effectively and efficiently including monitoring, budgeting and accounting. If you need to contact any of us, just phone 01296 317200 or e-mail postmaster@ebu.co.uk.

Members Services

Club and Membership Support

Matt Betts – Press and Communications Officer (since 2007)



Matt is responsible for promoting bridge and the EBU throughout England at all levels through Press and Media. If you require help promoting your bridge club and its activities locally, Matt is your man. He also co-ordinates the Minibrige initiative for primary schools for the EBU and is eager to set up this initiative in your area with your education authority. Matt is also responsible for the production and editing of our electronic newsletters: *Club Focus*, *Tournament Focus*, and *Brighton Focus*, amongst others.

Michael Clark – IT Support Officer / Webmaster (since 2004)



Michael is the architect of the IT systems that support Pay to Play and Universal Membership. He can answer all your questions on membership as he maintains the EBU's membership database. Alongside this important work, Michael is responsible for the website, produces the diary every year, and looks after bridge presentations on Vu-Graph and BBO.

Krys Kazmierczak – Club Liaison Officer (since 2007)



Krys exists to help you make the most of EBU affiliation and is happy to visit you to explain about services the EBU can provide to your club or advise on membership development. He is also the key co-ordinator and advisor to the Club Committee, and co-edits *Club Focus*.

Ian Mitchell – Technical Support (since 1998)



Ian provides support for those who need help in scoring their bridge events, and will also help you with any queries that you have on Master Points. Ian is also part of the team that can answer questions about regulations and the Laws of Bridge. He has played a key role with Michael Clark in the provision of technical support and systems for Pay to Play and Universal Membership.

Education Department

John Pain – Education Manager (since 2001)



John is your first port of call about all matters on Education. He co-ordinates the club teacher and partner teacher programme of courses and our club tournament director training. John is also responsible for updating our teaching materials in the Bridge for All programme and on the EBU Teachers Association (EBUTA) website. He also restructured the 'Teach Yourself Bridge' online program from Standard American to Acol. He compiles newsletters for teachers and students, and is always available to provide advice to students and teachers alike. John also helps run the Really Easy Tournaments for novice players.

John fulfils another important role as secretary to the Laws and Ethics committee, which looks after rules and regulations of the game in England and deals with disciplinary issues on behalf of the membership.

Lisa Miller – Education Assistant (since 1984)



Lisa helps John look after all the Bridge For All students and EBUTA teachers. If members want to register students, buy books, pay EBUTA subscription, then please contact Lisa.

Tournaments Department

Max Bavin – Tournaments Manager / Chief Tournament Director (since 1984)



Max is the manager of the Tournaments Department which organises all the national competitions and congresses, which includes everything from venue bookings to tournament director provision. However, Max also helps clubs and counties with technical matters such as laws, regulations, Master Points, bridge movements etc. Max has a wealth of expertise and experience, and is a valued member of the Laws & Ethics Committee, the Tournament Committee and the Selection Committee. ↪



Peter Jordan - Tournaments Administrator (since 2000)



Peter is the voice you will hear if you phone to find out more about our competitions. He is responsible for co-ordinating entries and all of the pre-tournament administration for EBU competitions and congresses. Peter also deals with the knock-out competitions, including the National Inter Club Knock-Out, and works on the front of house at our Brighton tournament – our largest annual competition.

Peter is secretary to the Tournament Committee, and is the administrator of the EBU calendar, which includes all the County One Day Green Point events.

Dawn Mertens – Tournaments Administrator (since 1999)



Dawn helps Peter with pre-tournament administration. She is also responsible for issuing licences to clubs, counties and commercial organisations for their competitions. Dawn also makes all the travel and accommodation arrangements for the England Open, Women's and Junior teams.

Gill Pain – Tournaments Administrator (since 1995)



Gill is the EBU 'roadie', and ensures that our equipment reaches our bridge events, which involves a great deal of forward planning. Gill often attends as a scorer, having graduated from pencil and paper, through various computer systems and now Bridgemates.

Gill organises and runs the Really Easy events for our novice players and is the webmaster for www.reallyeasybridge.com.

Bridge Shop

Sue Humphris – Bridge Shop Manager (since 2002), part-time



Sue is in charge of this well-regarded service. She will take your telephone or e-mail order and ensure that the correct discount is offered and payment received. Sue is always on the lookout for new products and aims to sell quality bridge supplies at very competitive prices.

Andrea Morgan – Bridge Shop Assistant (since 2006), part-time



Andrea assists Sue with all bridge shop sales. She is currently on maternity leave.

Colin Goodenough – Trading Assistant (since 2008), part-time



Colin picks and packs your bridge shop order. He also stock-takes and makes sure that we do not run out of stock for our members.

Administration

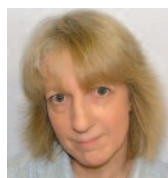
Barry Capal – General Manager (since 2006), part-time



Barry is ultimately responsible for the EBU's daily operations and all staff. He ensures that all our activities are delivered effectively. Barry attends all Board meetings to ensure that there is effective communication between operational activity and policy making.

Barry is also our Company Secretary and as such is keeper of the constitution. His attendance at Shareholders meetings fulfils two roles: communication about Aylesbury activities and compliance with the constitution.

Gail Nancarrow – Accounts Manager (since 2005), part-time



Gail deals with all financial matters; from the daily banking and processing of invoices, to running the payroll and producing the management accounts.

The following administrative staff carry out their office management responsibilities and also help with membership enquiries and the management of information about members, counties and clubs. These are the staff that will send out information to existing and prospective members and clubs.

Karen Durrell – Office Manager / Receptionist (since 2001)



Karen manages the office and is responsible for, amongst other things, all office equipment, security, health and safety, and all membership communications. Karen also takes the minutes of Board meetings. She is likely to be your first contact by phone or e-mail.

Clare Dumbarton – Office Assistant (since 2006)



Clare assists Karen with the efficient running of the office. She also deals with the Chairman's correspondence.

Kay Carter – Administration Assistant (since 1985), part-time



Kay's job includes preparing and dispatching Shareholder and Board agendas/papers and distribution of minutes. She is also the co-ordinator of the annual Dimmie Fleming Awards for volunteers who have served above and beyond the call of duty at County level.

EBU HQ is in Aylesbury; the office is open Monday – Friday, 09.00 – 17.00 and closed on Bank Holidays and over the Christmas period.