

# Redland Bridge Club Inc

## Management Committee Meeting Minutes

Monday 12<sup>th</sup> July at 9:30 am

**WELCOME:** At 9:35am Doug declared that a quorum was present and the meeting duly constituted. Doug thanked all for their attendance.

**PRESENT:** Doug Sands (chairman), RosPutland, Mick Souter, Max Latimer, Robina Cooper, Glynis Hendricks, Deborah Thomas, Jan Deaville, Ben Whitehouse & Donna Noble

**APOLOGIES:** Sebastian Raciti

### MINUTES OF PREVIOUS MEETING held 14th June 2021

Moved Robina, seconded Ros, that minutes be accepted as a correct record of proceedings. Carried.

### BUSINESS ARISING FROM MINUTES OF PREVIOUS MEETING:

- 1. Debit card/choice of bank:** Doug & Max met with BoQ and made preliminary arrangements to set up an account up. The account carries the usual cheque facility as well as debit card and EFTPOS reader. Max reported that the EFTPOS fees are essentially the same as the current Bendigo fees. Once Mick and Greg attend the branch to finalise account setup, it should be up and running within 10days. Mick/Greg
- 2. Air Conditioning System Replacement:** Awaiting Council's response to the Project Proposal submitted on 21 March - may take a while. Doug
- 3. Key Recovery:** Irene Mullan handed her miscellaneous keys to Mick. Mick to pass them on to Doug. Actioned
- 4. File Storage/Backup:** Doug to arrange storing all admin files in Google Drive. Doug
- 5. Vertical Blinds & Windows:** The blinds were taken away for cleaning today. The idea was to have both processes done at the same time. Unfortunately this was thwarted when the window cleaners asked for a postponement. They have followed up and asked for an afternoon appointment. Date to be confirmed. Deborah
- 6. Toilet Renovation:** In contact with Ark Bathrooms for a 2nd quote. Waiting for an appointment day/time to be nominated for walkthrough scope assessment. Deborah
- 7. Web design:** Thanks to Donna for her efforts in communicating with and identifying a web designer. Moved Deborah, seconded Ros that this project be put on hold for the time being. Carried.
- 8. Club Investments:** Moved Ben, seconded Donna that this be abandoned. Carried
- 9. General cleaning:** Deborah spoke to a commercial cleaner (Capalaba). Despite being advised she'd have a supervisor call back, no contact resulted. Continue the search for alternative cleaner. Deborah
- 10. New players:** Ben asked for the figures relating to the number of people taking classes and the number who progress through to open play. Robina made feedback forms available to learners asking for their perceptions and ideas as to how to make playing in the club more enticing. The question of mentors arose and the specification of a 4 to 6 week time frame was mentioned. Rather than using the Trumpit to ask players to nominate their interest in mentoring it was suggested that if anyone is aware of an established player who could help with mentoring to ask them for a short term mentoring commitment. The possibility of out-of-hours lessons was discussed and Saturday morning was suggested as a suitable time for supervised play. Relist
- 11. Sunday Bridge:** We're all keen to see this re-established. The recent lockdown threw our plans awry. Once meals can be reinitiated, without COVID19 restrictions, we should see Sunday play back in the schedule. Relist

- 12. Congress (18th July):** 26 entries have been received - 18 novice and 8 restricted. Sebastian
- 13. Maintenance Checklist:** To be reviewed regularly and new items added as they arise. Sebastian
- 14. Law changes for incorporated associations:** Doug reviewed the changes. There are no implications for us until Jun 2022. Actioned
- 15. A/c outlet grid covers and vents:** Max spoke with a/c serviceman. They will clean the vents & grid covers when they next service the system. Actioned
- 16. Clubhouse Computers:** A quote was obtained from Ed's PCs to upgrade the club computers with SSD (solid state drives) and extra RAM. These upgrades normally speed systems up, making using them less troublesome and fatiguing. Deborah spoke to Computer Alliance (Mt Gravatt) re the upgrade. They questioned the sense in upgrading such dated computers given they could fail at any time without notice. They also advised that we should immediately back up any sensitive data to avoid serious, irreversible loss. To buy new 3 systems through them was nearly \$5,000. Tech Buy Australia will build 3 new systems for us with Windows 10 Pro & delivery included for \$3,150. Moved Deborah, seconded Ben that we proceed with Tech Buy Australia's quote to buy 3 new systems. Carried. Deborah
- 17. Verandah Lights:** Max reported that the verandah lights are now working. The fluorescent lights have all been replaced with LEDs which cost less to run and last way longer. All remaining fluorescent office lights have also been replaced with LEDs. Actioned
- 18. Downpipes replacement:** Mick had Tom France (retired plumber) look at the downpipes. Tom said they do not need replacing. They need a cleanup and painting in his opinion. Redland City Council regulations do not require downpipe discharge to be plumbed into the storm water system but definitely directed away from the base of the building. Moved Deborah, seconded Mick that we do not replace the existing downpipes. Carried. Their maintenance - cleaning/painting etc should be placed on the club's maintenance schedule on Sebastian's return.
- 19. Defibrillator:** Graham Craven indicated his interest in CPR training, at the club's expense. Doug asked if any committee members would be interested in attending a defibrillator training session at 9:30 Monday 19th July. Donna, Jan and Robina indicated they would. Doug to canvas players before play each day this week to see if there are enough numbers to make the exercise practicable and ask members if they are aware of the 'do not resuscitate' register. Any member opting not to be resuscitated must fill out a form advising of their wishes in the event they suffer a heart attack while in the clubhouse. Doug
- 20. Ray White Vic Pt sponsorship:** Nothing further to do with this until next year. Actioned
- 21. Library books/request for funds:** Cathy ordered some books through Amazon. The cost was \$170. Other titles available locally will be nominated separately. Actioned
- 22. Fire Safety briefing:** Starting today, and for the rest of the week. Full fire evacuation drill to be scheduled - possibly next week. Doug
- 23. Qld Safety check in app:** On 9th July this became mandatory. Some members don't have smart phones and we don't have an iPad to sign people in. Players with smart phones can sign their partner/friends in. Actioned
- 24. Melbourne Cup/Christmas Party:** The catering company Molly organised wants a \$260 deposit for each event. Whether the deposits would be refunded in the event of lockdown/COVID19 restrictions was questioned. Max stated that the company had changed its legal identity by dropping one company name and reappearing with another - the question being are they solvent? Should we risk losing the deposits? Speak to Molly with the aim of reducing deposit by half viz. \$130 each. Deborah
- 25. COVID19 vaccinations:** Committee resolved to encourage members towards being vaccinated by 30th November 2021. Members have been advised. Actioned

All other items from the previous minutes have been actioned.

## **CORRESPONDENCE: Deborah**

The attached correspondence list from 15th June - 12th July was tabled. Moved Robina, seconded Ros, that incoming and outgoing correspondence be accepted. Carried.

## **BUSINESS ARISING FROM CORRESPONDENCE:**

- 26. NeurA:** request for donation for research into disease and disability of the brain and nervous system. Moved Donna, seconded Jan that we donate \$300 to them as a 1 off. Carried.

Get well cards - we underestimate the effect these have on members when they're ill. Robin Shorthose wrote us a note stating how much our card had touched him. Ben Whitehouse also commented on how welcome his card had been in his recent medical situation. Our members are important. It's an honour and privilege to uplift them in their times of trial.

## **TREASURER'S REPORT: Max**

Max presented June/July report. Anne's monthly table takings report included. After questions were answered Max moved, seconded by Robina, that the report be accepted. Carried.

## **DEALERS & MASTERPOINT SECRETARY'S REPORT: Carradine**

The attached report from Carradine was tabled. Moved Robina, seconded Deborah, that the report be accepted. Carried.

## **EDUCATION REPORT: Doug**

Beginner Lessons began Wednesday 16th June with 15 people taking part. Lockdown interrupted proceedings but they're back on track.

There were 4.5 tables of supervised play for new people.

## **DIRECTORS' REPORT: Ros**

Lockdown and mandatory mask wearing have affected numbers and forced postponement of the 2nd week of the Doris Kerr Trophy competition. Discussions on how this event should proceed have taken place. The winners of the 1st week's play are not happy to see their results nullified. The issue is that to run with the full 36 pairs entered initially, they all have to participate in the 2nd week as well to make the comp valid. If a Wednesday to play the 2nd week boards can be identified, Ros would require a group of maybe 4 people to ring specific players to inform them of the rescheduling and to make sure they're available to complete the comp.

Pre-registering for Monday and Wednesday sessions will not continue past this week. Our numbers have gone nowhere near exceeding the 16 table maximum specified in compliance with recent COVID19 restrictions. Our building is roughly 250m<sup>2</sup> which means we could comfortably house 130 people without breaching those restrictions.

GNOT is to start this Friday for 3 consecutive weeks. There are 10 teams entered with entries now closed. Of the 10 teams, only 3 have nominated as contenders for the zone finals on the last weekend of August.

Congress is coming up this Sunday. We have 26 entries currently (18 novice/8 restricted) with entries closing on Wednesday. Molly to contact the director to advise of entry numbers and seek his input re logistics of running a congress with these numbers.

Mobile phones - players are asked prior to play to ensure their mobiles are turned off or put on silent mode. Despite this, they're continuing to ring. Players are waiting with baited breath for the penalty they've heard will be imposed to actually come into play. The problem is identifying whose phone actually rings if it's in a bag in a pigeon hole, not at its owner's side.

**WORKPLACE HEALTH & SAFETY:** Doug

The committee is not aware of any workplace health and safety issues at present.

**MAINTENANCE:**

The committee is not aware of any maintenance issues at present.

**NEW MEMBERS:** Robina

Cliff Burstall, relocating from NSW, has lodged a membership application.

Moved Robina, seconded Jan that Cliff's application be accepted. Carried.

- 27. Betty Geise:** Committee noted the passing of member Betty Geise. Moved Robina, seconded Max, that a \$100 donation be given to the Leukaemia Foundation in lieu of flowers as requested by the family. Carried

**GENERAL BUSINESS:**

Complaints by members:

- masks not being worn correctly during play sessions. Two members were identified as not wearing their masks correctly. When asked to correct their masks, their response was not received well. Deborah offered to speak to 1 of the 2; Doug was asked to speak to the 2nd.

**28. Complaint:** Doug to reply to the complainant confirming the committee's unanimous agreement that face masks be worn in accordance with government regulation and that members should be courteous and respectful to other members at all times.

Doug

- rudeness - courtesy and respect are paramount.

**29. Rudeness:** Doug to include reminder in the Notices.

Doug

- urinal deodorising inserts being cut/urinals not being cleaned - this happened because stocks had run out. This has now been rectified. The lack of cleaning is another, ongoing issue.

**NEXT MEETING:** Monday 9th August 2021 at 9:30am. Donna proffered her apologies in advance.

**CLOSE:** 10:57am

Confirmed:-----*Doug Sands*-----Date-----*23 August 2021*-----