

**REDLAND BRIDGE CLUB INC**  
**MINUTES OF COMMITTEE OF MANAGEMENT MEETING**  
**MONDAY 10 FEBRUARY, 2020**

**OPENED:** At 9.30 am Mike declared that all available were present and opened the meeting.

**PRESENT:** Mike Souter (Chairman), Robina Cooper, Di Elliott, Max Latimer, Glenda Lock, Carradine Lucas, Molly O'Donohue, Richard Peacock, Doug Sands

**APOLOGIES:** Ann Shotter

**MINUTES OF PREVIOUS MEETING held on 20 January, 2020:** Moved Molly, seconded Robina, that the minutes of the previous meeting as emailed on 24 January are a correct record.  
Carried.

**BUSINESS ARISING FROM THE PREVIOUS MINUTES:**

- 1. Table Fee Payment by Square Eftpos:** All documentation has been lodged with Square for the complete purchase of the system. Ann to follow-up. ANN  
Doug to finalise the procedure. DOUG
- 2. ABF Facebook Marketing:** Doug has submitted application to ABF. Molly to open a Facebook account and Ann to arrange a Facebook Advertising Campaign and Landing Page. MOLLY/ANN  
Molly to clear the old Facebook page. MOLLY
- 3. Joan Butts' Workshops:** Workshops have been confirmed for Thursdays 20 February, 2 April, 2 July and 6 August, each for a fixed price of \$400, regardless of the numbers present. About 50 people have registered for session 1. Non club members to be charged \$20 per session. MOLLY
- 4. Water Valve Sign:** Doug to arrange a sign for the master water valve. DOUG
- 5. Joan Butts Train the Trainer Workshop:** Doug reported that Deirdre has lodged an application to host a workshop in July 2020 and we are awaiting a confirmation. RBC to provide a light lunch. DOUG
- 6. Australia Day Charity Day:** Thanks to Glenda and Kay Justice for organising the afternoon tea. Committee resolved to send \$600 to Zephyr Education.
- 7. Congress Caterer:** Kay Justice is standing down as congress catering coordinator. Kay has provided the job details. Glenda and Molly to arrange. GLENDA/MOLLY
- 8. Sunday Night Dinner:** Avra supplied receipts to the value of \$70 for dinner on 2 February. Committee resolved that records are not required for the \$2 per person individual contribution to the meal. Doug to advise Avra. DOUG
- 9. Termite Treatment:** Mike has engaged Bob Gunn to do the annual termite inspection and pest treatment on Friday 21 February after the session. MIKE
- 10. Budget:** Max to prepare 2019 Budget Comparison report and draft 2020 budget. MAX
- 11. Wednesday Night Director:** Mike reported that Avra has decided to retire from Wednesday night directing and that a roster will be arranged.
- 12. Table Language:** Mike to remind offenders that talking at the table during play in a foreign language is not allowed. MIKE
- 13. Annual General Meeting:** The AGM is planned for Saturday 7 March 2020. Nominations for the management committee are now open and close 21 February. Max has the financial reports with the auditor. Items for the agenda must be submitted by 21 February. DOUG

All other items from the previous minutes have been actioned.

**CORRESPONDENCE:** The attached list of correspondence from 18 January to 7 February was tabled. Moved Richard, seconded Di, that the incoming and outgoing correspondence be accepted. Carried.

**14. Energex Outage Thursday 20 February:** Doug to get more information as this date clashes with the Joan Butts' workshop. DOUG

**15. Recycling:** Committee approved item from John Florence on recycling be placed in the Trumpit and announced at all sessions for a week. DOUG

**TREASURER'S REPORT:** Max presented the attached reports for January and provided explanations. Moved by Max, seconded by Molly, that the reports be accepted. Carried. The committee confirmed that there has been no significant change to the activities of the club in 2019 and that there are reasonable grounds to believe that the club will be able to pay its debts as and when they fall due.

**DEALERS AND MASTERPOINT SECRETARY REPORT:** Nil

**EDUCATION REPORT:** Nil

**DIRECTORS'REPORT:** Notes from the Directors' meeting held on 3 February were tabled. Moved Robina, seconded Carradine, that the report be received. Actions required are recorded elsewhere in these minutes.

**WORKPLACE HEALTH AND SAFETY:** The committee is not aware of any workplace health or safety issues at present.

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

**NEW MEMBERS:** Moved Robina, seconded Carradine, and carried that the following be approved as members Leo Elmslie, Robyn Esdale, Barbara Karey, Kath Seefeld

**GENERAL BUSINESS:**

**16. Wednesday Night Behaviour:** Committee received the report from the sub-committee which met with Avra on 3 February. Committee approved a campaign to seek to improve the club culture by reminding all members to be courteous and respectful at all times. A prepared statement is to be read at each session, at the AGM and placed in the Trumpit. Doug to prepare the statement and revise complaints procedure. DOUG

**17. Saturday Supervised Play:** Mike is seeking to arrange a roster for supervised play on Saturdays from 10am to 12 noon commencing on 14 March. MIKE

**18. Air Con Replacement:** With several expensive Air Con repairs lately, committee resolved to obtain for the AGM three quotes to replace the system. MAX/DOUG

**19. 2020 Membership Booklets:** Doug advised that the quote from Bayside Print to print 350 booklets was \$700 incl GST. Deborah Thomas and K M Smith have each offered \$200 sponsorship. Committee approved acceptance of the quote. DOUG

**20. Beginners' Class Advertising:** Doug advised that no new people had responded to the Redland City Bulletin advertising. Only six people have registered for this class.

**NEXT MEETING:** To be held Monday 16 March 2020 at 9:00 am.

**CLOSE:** There being no further business, the meeting was closed at 10.40 am.

Confirmed: Chairman:.....*M. Souter*..... Date.....*16 March 2020*.....