

REDLAND BRIDGE CLUB INC
MINUTES OF COMMITTEE OF MANAGEMENT MEETING
MONDAY 11 NOVEMBER, 2019

OPENED: At 9.35 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, Ann Shotter

APOLOGIES: Nil

MINUTES OF PREVIOUS MEETING held on 14 October, 2019: Moved Molly, seconded Robina, that the minutes of the previous meeting as emailed on 25 October are a correct record.
Carried

BUSINESS ARISING FROM THE PREVIOUS MINUTES:

- 1. Table Fee Payment by Square Eftpos:** Ann reported that all documentation has been lodged with Square for the complete purchase of the system. Awaiting delivery. ANN
Doug to finalise the procedure. DOUG
- 2. Bridgemate Grant:** Molly advised that the new Bridgemates should be here mid November. Molly to arrange photo opportunity with MLA Kim Richards. MOLLY
- 3. ABF Facebook Marketing:** Doug to submit application to ABF. Robina has offered to help with the retention records. ANN/DOUG
- 4. Melbourne Cup Party:** Molly reported that 107 guests attended the party. All went well. Committee voiced its appreciation to Molly for organising such a great event.
- 5. Complaint from Leigh Dominikovich:** Max to talk to the person concerned. MAX
- 6. Interclub Teams Event:** Mike reported that Daniel Chua is arranging to form teams and lodge registration.
- 7. Income Records:** Molly requested a return to the previous report format for weekly bank deposits that could be readily matched to the Table Fee Reconciliation spreadsheet. MAX
- 8. 2020 Calendar:** Carradine tabled a draft club calendar for 2020 which the committee approved.
- 9. 2020 Training:** Molly reported that Joan Butts has agreed to give four workshops in 2020, each for a fixed price of \$400, regardless of the numbers attending. The dates are Thursdays 20 February, 2 April, 2 July and 6 August. There will be no direct cost for members to attend. Committee to decide topics at the next meeting. RE-LIST
- 10. Directors for 2020 Red Point Events:** Committee approved the engagement of non-club directors for Red Point events in 2020, wherever possible, with club directors being given first choice. Club directors to be assistants to learn the computer systems for competitions.
- 11. Water Valve Sign:** Doug to arrange a sign for the master water valve. DOUG
- 12. Christmas Party:** Molly advised members would be asked to register their own tables of eight. Advertising posters have been displayed. Bridge play to start at 1:30 pm, with dinner at 6 pm. Limited to sixteen tables. MOLLY

All other items from the previous minutes have been actioned.

CORRESPONDENCE: The attached list of correspondence from 12 October to 9 November was tabled. Moved Carradine, seconded Max, that the incoming and outgoing correspondence be accepted.
Carried

- 13. Cleaning over Christmas Period:** ExtraClean has advised that no cleaning will be done on the public holidays. Doug to ask for an extra service on 28 January in lieu of 27 January. DOUG
- 14. Brisbane Zone AGM:** Doug to arrange RBC delegates to attend the Zone AGM on Sunday 17 November. DOUG
- 15. Bridgemate WiFi Channel:** Molly reported that QBA had advised that the existing Bridgemate WiFi frequency would not be available when the 5G service is introduced. Molly has changed to frequency to an approved one.

TREASURER'S REPORT: Max presented the attached report and provided explanations. Moved by Max, seconded by Richard, that the report be accepted. Carried

- 16. Table Fee Reconciliation Forms:** Richard reported that reconciliation forms were regularly not fully completed or were unintelligible due to many alterations and corrections. Mike to remind directors to ensure that forms are completed, accurate and signed. MIKE

DEALERS AND MASTERPOINT SECRETARY REPORT: Carradine's gave a verbal report. Moved by Carradine and seconded by Robina that the report be received. Carried

EDUCATION REPORT: Doug reported that twelve people had registered for the current night Beginners' Class.

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, except for;

- 17. Jamming of Doors in Ladies Toilets:** Mike to arrange repair to jamming doors. MIKE

NEW MEMBERS: Nil

GENERAL BUSINESS:

- 18. Member's Dog;** Committee approved for a member to bring her two dogs to the club as a trial, provided that they are properly secured, they are adequately cared for and that they do not cause a nuisance to other members.
- 19. Hand Free Phone:** Committee approved the purchase of an NBN compatible two unit, hands free phone system. MOLLY
- 20. Joan Butts Train the Trainer Workshop:** Committee approved for Joan Butts to hold a teacher training workshop at RBC on a Sunday in July or August. RBC to provide a light lunch. DOUG
- 21. First Aid Kit:** Committee approved an annual servicing of our first aid kit for \$30. Replacement supplies are provided at 10% less than retail cost. DOUG
- 22. Front Door Mat:** Committee approved the purchase of a new mat. MOLLY
- 23. Microwave Oven:** Molly advised that a member had offered to donate a larger microwave oven. Molly to check the size. The old oven is to be retained. MOLLY

NEXT MEETING: To be held Monday 16 December 2019 at 9:30 am.

CLOSE: There being no further business, the meeting was closed at 10.50 am.

Confirmed: Chairman:.....*M. Souter*..... Date.....*16 Dec 2019*.....