

REDLAND BRIDGE CLUB INC
MINUTES OF COMMITTEE OF MANAGEMENT MEETING
MONDAY 13 MAY, 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

APOLOGIES: Ann Shotter

MINUTES OF PREVIOUS MEETING held on 15 April, 2019: Moved Molly, seconded Richard, that the minutes of the previous meeting are a correct record. Carried

BUSINESS ARISING FROM THE PREVIOUS MINUTES:

1. **Table Fee Payment by Square:** Ann has lodged an application with the SQUARE for their Eftpos system. Ann to check status. ANN
Anyone with comments on the draft procedure describing the table fees collection process to get them to Doug. ALL
2. **2019 Training:** Committee previously approved \$400 per session for Joan Butts' lessons. Members to be charged \$20 each but any shortfall will be paid by the club. Molly confirmed that **Bidding Strong Hands** will be the topic for 18 June. Molly to arrange. MOLLY
3. **Bridgemates:** Molly has lodged a State Govt grant application for new Bridgemates. Cost is about \$7000. Doug to provide Certificate of Incorporation and Molly to submit. MOLLY
4. **Carpet Cleaning:** Extra Clean to be engaged to clean the carpet after the July congress. Quote was \$403. To be done on a Saturday after the normal session. MIKE
5. **Complaint Procedure:** Committee approved amendments to the complaints procedure.
6. **Bridge for Brains:** Income for B4B on 3 May was table fees \$590, donations \$116 and raffle \$63, making a total of \$769. Committee resolved to round the total up to \$900. MAX
7. **Treasurer's Laptop:** Committee resolved that backing-up the financial data onto a USB stick regularly would be sufficient security provided the stick is kept at a different location to the laptop. MAX
8. **Saturday Bridge:** Mike reported that the Saturday players had proposed a compromise regarding Saturday starting time, namely, the session is to start at 12:30 pm and is to finish by 4:00 pm without a long tea break. Committee approved this proposal.
9. **Bank Account:** Paperwork was signed before the meeting to open the Bendigo Bank accounts. The club is to progressively change over its accounts to Bendigo Bank. MAX
10. **Trivia Quiz Night:** Ten tables have been booked for the Dinner and Trivia Night at the clubhouse on 24 May. MOLLY
11. **Cancer Council Charity Day:** Di will request members to bring a plate for afternoon tea on Monday 24 June. A gold coin donation will be advertised. DI

All other items from the previous minutes have been actioned.

CORRESPONDENCE: The attached list of correspondence from 15 April to 11 May was tabled. Moved Doug, seconded Carradine, that the incoming and outgoing correspondence be accepted. Carried
No actions required.

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

DEALERS AND MASTERPOINT SECRETARY REPORT: Carradine tabled her attached report. Moved Carradine, seconded Robina, that the report be received. Carried

EDUCATION REPORT: No report

WORKPLACE HEALTH AND SAFETY: The committee is not aware of any workplace health or safety issues at present. Doug reported that the electrical safety check will be carried out this month.

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

NEW MEMBERS: Moved Robina, seconded Carradine, that the membership applications from Julie Chant, Eve Cook, Chester Cutcliffe, Dorothy Cutcliffe, Jill Davis, Peter Flanagan, Kinitra Hutchinson and Julie White-Smith be approved. Carried

GENERAL BUSINESS:

- 12. Intermediate Level Supervised Play:** Richard suggested that Wednesday afternoon supervised play be open to all members, not just beginners. Committee endorsed this idea.
- 13. Microphones:** Glenda reported that one of the microphones needed to be replaced. Molly to get a price for two new microphones. MOLLY
- 14. Member Complaint:** Committee discussed a complaint from a member. Doug to write a letter to the offender as the issue has happened before. DOUG
- 15. Front Garden:** Doug to contact Council about the Your Back Yard Program and to identify weeds growing in the garden, as Ben Engeman has stepped down as gardener DOUG
- 16. Hand Records:** Molly asked why hand records are often not on the website. Doug to send a reminder to the directors. DOUG
- 17. David Young's Death:** Committee noted the death of member David Young. Committee resolved to give a \$50 donation to the Australian Cancer Research foundation in lieu of flowers at the request of the family. Doug to review the flower policy. DOUG
- 18. Cleaning Contract:** Mike reported that Extra Clean's probationary period had gone well and their cleaning contract was now confirmed. Members of the Committee had not noticed any problems.
- 19. Table Etiquette:** Committee discussed recent issues regarding table etiquette. Mike to give a reminder to players especially about use of the Bridgemate. MIKE
- 20. NBN Connection:** Max advised that the NBN was to be connected to the clubhouse on Wednesday 15 May. Committee members to note that the landline phone will then not work if there is a power blackout.

NEXT MEETING: To be held Monday 10 June 2019 at 9:30 am.

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

Confirmed: Chairman:.....*M. Souter*.....Date.....*10 June 2019*.....