

REDLAND BRIDGE CLUB INC
MINUTES OF COMMITTEE OF MANAGEMENT MEETING
MONDAY 15 April, 2019

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

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

APOLOGIES: Di Elliott, Ann Shotter

MINUTES OF PREVIOUS MEETING held on 18 March, 2019: Moved Molly, seconded Carradine, that the minutes emailed on 22 March 2019 are a correct record of the meeting. Carried

BUSINESS ARISING FROM THE PREVIOUS MINUTES:

1. **Table Fee Payment by Square:** Ann to purchase a reader with screen and an Apple iPad from Officeworks and lodge application for the SQUARE Eftpos system. ANN
Doug to amend table fee and reconciliation forms and draft a procedure. DOUG
2. **2019 Membership Booklet:** Deborah Thomas has paid her \$300 sponsorship contribution. Carradine to provide member changes. Doug to issue a corrections list. DOUG
3. **Washroom Lights:** Mike has asked Gary Jenkins to clean and repair the ceiling lights in the toilets. MIKE
4. **Appeal Period for Red Point Event Scoring:** The change to Playing By-Law 24 to reduce the appeal period to 30 minutes is to be put on the club's website. DOUG
5. **2019 Training:** Committee approved \$400 per session for Joan Butts' lessons. Members to be charged \$20 each but any shortfall will be paid by the club. Suggested topics are pre-empt and strong hand bidding. Molly to talk to Joan about suitable dates in mid-year. MOLLY
6. **Bridgemates:** Molly to prepare a State Govt grant application for new Bridgemates. Cost is about \$7000. MOLLY
7. **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 session. MIKE
8. **Complaint Procedure:** Doug to draft amendments to the complaints procedure. DOUG
9. **Pest Control:** Extra Clean to be engaged to do the pest control. MIKE
10. **Bridge for Brains:** Committee decided that the presentation by Home Instead Senior Care on dementia at B4B on Friday 3 May will be at the morning tea break. DOUG
11. **Treasurer's Laptop:** Molly to investigate how the financial data on the Treasurer's laptop can be backed-up onto the main club PC as Daniel Chua thinks a USB stick back-up is not safe enough. MOLLY
12. **Saturday Bridge:** Committee noted that letters had been received from five members complaining about the new starting time of 12 noon for the Saturday session. Three members wanted an explanation and two suggested that a vote be taken. Carradine to give an explanation of the committee's decision in the Trumpit. CARRADINE
13. **Volunteer List:** Committee reviewed the list of club volunteers. Doug to re-issue. DOUG

All other items from the previous minutes have been actioned.

CORRESPONDENCE: The attached list of correspondence from 14 March to 14 April was tabled. Moved Doug, seconded Molly, that the incoming and outgoing correspondence be accepted. Carried

14. Thanks To Eastern Suburbs: Committee resolved to send a thank you letter to Eastern Suburbs Bridge Club for the use of their dealing machine while both of ours were broken.
DOUG

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

DIRECTORS' REPORT: The notes of the directors' meeting held on 1 April were reviewed. No actions required. Moved by Carradine, seconded by Robina, that the report be received. 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

CONGRESS REOPRT: Molly's report on the congress held on 7 April was reviewed. Committee noted the good outcomes. Moved by Molly, seconded by Glenda, that the report be received. Carried

WORKPLACE HEALTH AND SAFETY: The committee is not aware of any workplace health or safety issues at present. Doug reported a defective fire blanket was the only problem identified at the fire safety equipment inspection done on 1 April.

MAINTENANCE: The committee is not aware of any maintenance issues at present. Mike advised that the flickering ceiling lights have been repaired. It was an Energex supply problem.

NEW MEMBERS: Moved Robina, seconded Doug, that the membership applications from Joycelyn Lerch, Deirdri McCullagh and Joan Reville be approved. Carried

GENERAL BUSINESS:

15. BANK ACCOUNT: A presentation was made to the committee by staff of Bendigo Bank on the benefits of its accounts and the fact that it is a local community bank and questions were answered. After the staff left, it was moved by Max, seconded by Richard, that the club progressively change over its accounts to Bendigo Bank. Carried. Max to arrange. Account signatory documents to be signed prior to the next committee meeting on 13 May. MAX

16. TRIVIA NIGHT: Committee endorsed a proposal from Molly to run a Dinner and Trivia night at the clubhouse on 24 May.

17. MINUTES: Committee approved the draft minutes of the AGM and the Special General Meeting held on 9 March 2019. DOUG

18. MONDAY TABLE SLIPS: Committee noted that some members were claiming East/West table positions for friends before their friends had arrived at the session. Committee resolved that table positions could not be reserved until members were present in person. Mike to announce. MIKE

19. TABLE RECONCILIATION SLIPS ON FREE PLAY DAYS: Committee resolved that reconciliation slips be completed by the Director at all sessions, even on free play days. MIKE

20 ANZAC DAY: Committee resolved to provide Anzac biscuits for morning tea on 25 April. Di

21 BRIDGE FOR BRAINS: Committee resolved that the session fees for B4B on Friday 3 May be \$10 and that a gold coin donation be requested. The club to provide a special morning tea. Di

22. CANCER COUNCIL CHARITY DAY: Committee resolved that the Cancer Council charity day be held on Monday 24 June. The club is to provide a special afternoon tea. Di

NEXT MEETING: To be held Monday 13 May 2019 at 9:30 am.

CLOSE: There being no further business, the meeting was closed at 11.10 am.

Confirmed: Chairman:.....*Michael Souter*..... Date.....13 May 2019.....