

**REDLAND BRIDGE CLUB INC**  
**MINUTES OF COMMITTEE OF MANAGEMENT MEETING**  
**MONDAY 7 JANUARY, 2019**

**OPENED:** At 9.32 am Mike declared that everyone was present and opened the meeting.

**PRESENT:** Mike Souter (Chairman), Neil Casey, Daniel Chua, Pauline Curtis, Paul Elkington, Carradine Lucas, Chris Mayfield, Molly O'Donohue, Doug Sands, Ann Shotter

**APOLOGIES:** Nil

**MINUTES OF PREVIOUS MEETING held on 10 December, 2018:** Moved Carradine, seconded Neil, and carried that the Minutes of the previous meeting as emailed on 13 December 2018 are a correct record of the meeting.

**BUSINESS ARISING FROM THE PREVIOUS MINUTES:**

1. **Defibrillator:** CPR and AED training took place on 17 December. Committee recorded its appreciation to John Florence for installing the cabinet on the clubhouse wall. Doug to finalise the list of those members not wanting to be resuscitated. DOUG
2. **Table Fee Payment Options:** Ann previously reported on an electronic payment system called Square. The fee is 1.9% on each transaction. Ann to find out more information and whether a trial can be implemented. ANN
3. **Tile Cleaning:** Carradine advised that Bayside Shower Restorations has been booked to clean the washroom tile floors over two Sundays. CARRADINE
4. **2019 Membership Booklet Sponsorship:** Doug to arrange 300 copies by 31 January. DOUG
5. **Washroom Lights:** Mike to ask cleaner to clean the ceiling lights in the toilets. MIKE
6. **Pinklands User Group:** Doug to advise when next meeting is arranged. DOUG
7. **Auditor:** Molly to get a quote from Keith McDonald to be our auditor in 2019. MOLLY
8. **Appeal Period for Red Point Event Scoring:** Doug to draft changes to the Bridge Play By-Laws to reduce the appeal period to 30 minutes. Doug suggested that this change be approved at the AGM so that more members are aware of it. DOUG
9. **2019 Training;** Molly to talk to Joan Butts about possible training at the intermediate level for this year. Committee decided to not use David Beauchamp on 14 February. MOLLY
10. **Floodlight on South Gable:** Mike to arrange new bulb for south floodlight. MIKE
11. **Vacuum Cleaner:** Molly to purchase a new rechargeable vacuum cleaner. MOLLY
12. **Bridgemates:** Molly to investigate a grant application for new Bridgemates. MOLLY

All other items from the previous minutes have been actioned.

**CORRESPONDENCE:** The attached list of correspondence from 9 December to 4 January was tabled. Moved Molly, seconded Pauline, and carried that the incoming and outgoing correspondence be accepted.

**TREASURER'S REPORT:** Neil presented the attached report and provided explanations. The figures to 31 December are not finalised as some distributions to the 2019 accounts are still to take place. Acceptance of the report was moved by Neil, seconded by Daniel, and carried.

**DEALERS AND MASTERPOINT SECRETARY REPORT:** Carradine tabled her attached report. Committee noted its thanks to Jan Deaville for the large amount of dealing that she did over the past month. Moved Carradine, seconded Chris, and carried that the report be accepted.

**EDUCATION REPORT:**

- 13. Multi Two Teaching:** Committee accepted Trevor Rayfield's offer to teach Multi Two bidding. Doug to arrange a date with Trevor. DOUG

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

**MAINTENANCE:**

- 14. Honour Board Downlights:** Mike to arrange for the electrician to check the Honour Board downlights which flicker or do not come on. MIKE  
The committee is not aware of any other maintenance issues at present.

**NEW MEMBERS:** Nil this month

**GENERAL BUSINESS:**

- 15. New Year's Day Bridge:** Mike reported that Bridge on 1 January was cancelled as neither of the two regular directors was available and on a vote by Tuesday players. Committee stated that an alternative director should be arranged if possible and that a notice should be placed on the front door if a session is cancelled. NOTE
- 16. Cleaner:** Committee noted the death of our long term cleaner Dave Young on 10 December. The attached quotes for a replacement cleaner were obtained by Molly and Mike. Committee resolved to engage Luke Fox of Extra Clean for a probation period. Doug to forward full quote to all committee members for review and Mike and Molly to arrange. MIKE/MOLLY
- 17. Australia Day:** Committee resolved to have a special Australia Day afternoon tea on Saturday 26 January. Committee resolved to hold a charity day for Save the Children Fund on Monday 4 February. Members to be asked to bring afternoon tea and a gold coin donation. Table fees on 4 February to be donated. Ann to arrange two afternoon teas. ANN
- 18. Complaint 21 December:** Committee had a lengthy discussion about the complaint against Steve Gillard for his accusation on 21 December. Steve has apologised to the offended member and her partner as required by the committee. Doug to talk to Steve about giving a more comprehensive apology. DOUG
- 19. Privacy Requirements:** Committee members were reminded that club members' personal information must be kept confidential in accordance with the club's privacy policy. NOTE
- 20. Gardening:** Mike to talk to our mower man Rod Johnson about whether he will spray the weeds around the front garden. MIKE

**NEXT MEETING:** To be held Monday 11 February 2019 at 9:30 am. Paul advised his apologies for the next two meetings due to holidays, and stated that he would not be standing again for the committee. Committee thanked Paul for his contribution over the past two years.

**CLOSE:** There being no further business, the meeting was closed at 10.55 am.

Confirmed: Chairman:.....M. Souter..... Date.....11 February 2019.....