

**REDLAND BRIDGE CLUB INC**  
**MINUTES OF COMMITTEE OF MANAGEMENT MEETING**  
**MONDAY 8 OCTOBER, 2018**

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

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

**APOLOGIES:** Molly O'Donohue

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

**BUSINESS ARISING FROM THE PREVIOUS MINUTES:**

1. **Defibrillator:** Redland City Council (RCC) has approved a \$2000 grant. Molly to arrange purchase of defibrillator as well as CPR and AED training. Doug to draft a club procedure for use of the defibrillator. MOLLY, DOUG
2. **Application for Restricted Liquor Permit:** Doug advised that the Office of Liquor & Gaming Regulation (OLGR) has approved the Permit effective 1 October for six months. Doug to submit an application for Community Liquor Permit for the Christmas party. DOUG
3. **Television/Projector Setup:** Mike to arrange with Darryl Lock to replace the bulb in data projector and check that it works properly for television reception before the Melbourne Cup party. MIKE
4. **Electricity Review:** Mike is arranging the installation of Daylight LEDs in the hall and warm LEDs in the kitchen with Gary Jenkins. MIKE
5. **Bikeway Signage:** Doug reported that Council has agreed to improve the safety at the bikeway crossing by constructing a speed bump and improving visibility in February. RE-LIST
6. **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
7. **Second Non Partner Session:** Committee has decided to discontinue the trial of Thursday sessions where players do not need to arrange their own partner.
8. **Congress Catering:** After representation from club members, Ann and Mike had decided to not pay for a catering supervisor for the September congress. Ros Putland supervised on the day. Committee members are not happy with the committee's previous decision being challenged. The problems are: 1. No permanent catering coordinator has volunteered, 2. How to regulate the volume of food - too little/too much, 3. Recognition of kitchen volunteers and cooks. Ann agreed to form a congress catering subcommittee to plan catering at future congresses. ANN
9. **Melbourne Cup Party:** Play to start at 9:00 am. Tickets are now on sale. Ann has a copy of Molly's task list for 6 November. Ann to arrange volunteers for each task. ANN

All other items from the previous minutes have been actioned.

**CORRESPONDENCE:** The attached list of correspondence from 28 August to 5 October was tabled. Moved Doug, seconded Carradine, and carried that the incoming and outgoing correspondence be accepted.

- 10. Hygiene Systems:** Mike reported that an agreement has been signed with Hygiene Systems for new hand wash and toilet roll dispensers and consumables at a lower price than our previous supplier Aust Packaging Supplies.
- 11. ABF Teaching Newsletter:** Pauline agreed to have a go at supplying information on the club's teaching activities for Joan Butts' newsletter. Doug to provide guidelines. DOUG
- 12. Air-Con Motors:** Moved Carradine, seconded Chris, and carried that the quote from Seal for \$3339.05 to supply and install replacement motors be accepted.

**TREASURER'S REPORT:** Neil presented the attached report and provided explanations. Acceptance of the report was moved by Neil, seconded by Chris, and carried. No decisions required.

**DIRECTORS' REPORT:** Notes of the Directors' meeting held 24 September were tabled. Moved Doug, seconded Carradine, and carried that the notes be accepted. No decisions required.

**DEALERS AND MASTERPOINT SECRETARY REPORT:** Moved Carradine, seconded Neil, and carried that the attached report be received. No decisions required.

**EDUCATION REPORT:** Doug advised that so far seven people had enrolled for the next Beginners' course starting Tuesday 30 October at 7:00 pm.

**CONGRESS REPORT:** Marianne's report on the 23 September congress was tabled. There was no discussion on the report's recommendations. RE-LIST

#### **WORKPLACE HEALTH AND SAFETY:**

- 13. Fire Safety Inspection and Testing:** Doug reported that the six monthly inspections were carried out on Friday 5 October. There were no problems. However, the evacuation diagrams need to be updated to new standards. Doug to get two quotes for this work. DOUG  
The committee is not aware of any workplace health or safety issues at present.

#### **MAINTENANCE:**

- 14. Tree Trimming:** Doug reported that he had requested RCC on 11 July to trim some trees over the driveway and inspect a suspect tree. Doug to follow-up. DOUG  
The committee is not aware of any other maintenance issues at present.

**NEW MEMBERS:** There were no new member applications this month. Current membership is 297.

#### **GENERAL BUSINESS:**

- 15. Free Game Vouchers:** Complaints have been received that some people had not received free game vouchers. Committee reiterated previous decision that issue of vouchers is the prerogative of the President. Any members complaining should be told to talk direct with the President. Chris requested that members using vouchers should put the voucher number on the table fee form. Mike to tell recipients. MIKE
- 16. John Harris Trophy:** A club member has suggested that the club institute a John Harris trophy following his recent death. While committee noted John's significant contribution to the club in many roles over many years, committee recognized that there is no space in the annual calendar for another competition. Mike to respond to the club member. MIKE
- 17. GNOT Rules:** Rules relating to team member substitutions to be advertised when nominations are called in 2019. NOTE

**NEXT MEETING:** To be held Monday 12 November 2018 at 9:30 am.

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

Confirmed: Chairman:.....Mike Souter..... Date.....12 November 2018.....