

REDLAND BRIDGE CLUB (Inc)

MINUTES OF MEETING OF MANAGEMENT COMMITTEE

MONDAY 21 NOVEMBER 2016

OPENED: 9.30 a.m.

PRESENT: Doug Sands (Chairman), Pauline Curtis, Ben Engeman, Gill Ross, Mike Souter

APOLOGIES: Carradine Lucas, Peter Neville, Greg Nolan, Molly O'Donohue

MINUTES OF PREVIOUS MEETING held 3 October 2016: Moved by Gill, seconded Mike that the Minutes as emailed on 6.10.2016 are a correct record of the meeting. Carried

BUSINESS ARISING FROM MINUTES:

1 Water Supply Pipe: Peter has lodged a request with Redland City Council (RCC) for RCC to take over responsibility for the water supply pipeline in the common user area on the building side of the meter. Council requested copies of the invoices for repair works and Greg has supplied. RE-LIST

2 Constitution and By-Law Review: The following issues have to be revised:

- Husband & wife on committee executive
- Honorary Life Members cap of 2.5% of membership
- Entry criteria to RBC Honour Board Events
- Masterpoint limit for Tuesday session RE-LIST

3 Position Descriptions: Review is continuing. DOUG

4 Tuesday Masterpoint Level: Committee noted that the trial of no Masterpoint cap on Tuesdays is not being abused with only a few instances of high Masterpoint players attending to help the director and the players. A couple of over 50 point players have returned.

5 Thank You to Scorers: Committee to arrange an afternoon tea on a Monday to show the club's appreciation to past and present scorers. Due to the full calendar in 2016, a date is to be set for early 2017, possibly February. RE-LIST

6 Workplace Health and Safety: The external audit carried out on hazards and risks in and around the clubhouse has been completed and the report contained two moderate hazards and two minor hazards:

- The trip hazard on the back path has been highlighted
- A sight window is to be installed in the men's washroom door MIKE
- A sign has been placed on the external switchboard enclosure
- Fallen vegetation is to be removed from the east side of the building MIKE

7 Brisbane Zone Interclub Teams Event: The committee noted that this event hosted by our club on Sunday 20 November was very successful, with 32 teams from ten clubs participating. (Report attached)

Committee recorded with appreciation the sterling contribution of Ros Putland in preparing the clubhouse on Saturday and assisting Director Julie Jeffries on the day, of Kay Justice and her team in preparing sandwiches for over 130 people and of Joy Welsford and her team for providing morning and afternoon tea and snacks during the day. Many compliments were received on the quality and quantity of the catering and the organisation on the day. The committee also recorded its appreciation to the many others who assisted. One event player said to the director that RBC is such a wonderful club. Ros reported that there had been three dealing errors which required all the boards to be checked on the day. Committee endorsed the decision to utilise a second director.

8 Membership Subscriptions: Carradine has printed the membership renewal notices for issue after the congress on 4 December. GILL

The renewal notices include the option to pay by direct deposit into the club account. Alternatively, money and all renewal notices with emergency contact details are to be handed to the Treasurer or placed in a locked box in the foyer and not given to a director. Doug to announce. DOUG

9 Melbourne Cup Party: Committee noted with appreciation the great job done by Molly and Gill in organising this event. Due to the carefully monitored program, card play was completed on time and green points were awarded. Gill tabled a report (attached) which showed a nett cost of \$1702.45 for the event. Appreciation was also recorded to Bill Morgan who donated the wine and the many others who helped.

10 Recycling Bin: The recycling bin has been implemented and is well supported by the members. Mike is to investigate if a chain or other method can be used to secure the open lid on the external bin. MIKE

11 Wall Fan: Moved Mike, seconded Gill, that an oscillating wall fan be installed in the dealing room at a cost of approx. \$150. Carried.

12 Purchase of Defibrillator: Committee members resolved to NOT purchase a defibrillator. Doug to advise the directors at their next meeting. DOUG

13 Nationwide Pairs: Mike reported that we could participate in this competition at a cost of \$3.50 per player. It is run twice a month. RE-LIST

All other actions had been completed.

CORRESPONDENCE: The attached list of correspondence was presented by Gill who moved that the correspondence be accepted. Seconded Pauline. Carried

BUSINESS ARISING FROM CORRESPONDENCE: Nil

TREASURER'S REPORT: Doug presented the attached report on behalf of Greg. Gill moved that it be accepted. Seconded Pauline. Carried

14 Insurance Certificate: Doug to obtain a copy of the Certificate of Currency for the Building and Contents policy. DOUG

DIRECTORS' REPORT: No report - Next meeting planned for the afternoon of 21 November.

DEALERS' & MASTERPOINTS REPORT: Gill read the report prepared by Carradine (attached).

15 Monday Eclectics: Doug advised that Carradine had run two calculations for the Monday Eclectics in October, one using the two ungraded A and B sections separately, and the other using a combined field of all players. Carradine recommends that the Monday Eclectics be based on the combined group as this method is fairer. Committee adopted Carradine's recommendation. CARRADINE

EDUCATION REPORT: No report

MAINTENANCE: The Committee is not aware of any maintenance issues at this time.

WORKPLACE HEALTH & SAFETY: The Committee is not aware of any unacceptable health or safety risks at the club at this time.

NEW MEMBERS: None proposed

GENERAL BUSINESS:

16 Christmas Party: Committee discussed arrangements for the Christmas party and Gill generated an actions list. The advertising poster will be displayed today together with a list to register. GILL

17 2017 Club Calendar: Committee considered the draft calendar prepared by Ros, Chris and Carradine. Moved Pauline, seconded and carried that the calendar be approved.

18 Bidding Slip Holders: Doug reported that the remaining bidding slip holders had been supplied to the club. Gill to send a thank-you letter to Renaissance Retirement Living. GILL

19 TV Aerial: Mike to arrange for the TV aerial cable and plug at the projector to be checked and an extra TV plug to be installed at the TV. MIKE

20 Nic & Jenny's Resignation: Gill to send a letter to them. GILL

21 Tea Cups: Mike to arrange to purchase an extra 3 dozen matching tea cups. MIKE
Doug to make an announcement requesting ladies wipe their lipstick off their cups. DOUG

22 Land for Wildlife: Ben to contact Redland City Council and enquire about joining the Land for Wildlife program, which could supply weedkiller and native plants at no cost. BEN

23 Brisbane Zone AGM: Doug thanked Ben and Gill for representing the club at the Zone AGM on 20 November. The zone delegates expressed their appreciation to RBC for hosting this year's teams event. With increasing numbers, future Interclub Teams events will probably require two directors. The problem of larger venues will also need to be addressed.

24 Padding of Chairs: Gill to investigate the possibility of re-padding some of the chairs. GILL

25 Clubhouse Phone Messages: Gill reminded all committee members to check for messages on the answering machine and action if required. ALL

26 Catering for Congress: Committee approved the purchase of cakes and savoury items for the congress on 4 December to avoid Joy Welsford having to ask for baking volunteers again. Doug to advise Joy. DOUG

27 First Aid Training: Ben asked whether the club should consider arranging first aid training for club members. To be discussed. RE-LIST

NEXT MEETING: Monday 12 December 2016 at 9.30a.m.

CLOSE: There being no further business, the meeting closed at 11:00 a.m.

Confirmed:

Chairman: Doug Sands Date: 12 December 2016