

Redland Bridge Club Inc

Management Committee Meeting Minutes

Monday 23rd August at 9:30 am

WELCOME: At 9:35am Doug declared that a quorum was present and the meeting duly constituted. Doug thanked all for their attendance.

PRESENT: Doug Sands (chairman), Ros Putland, Mick Souter, Max Latimer, Robina Cooper, Glynis Hendricks, Deborah Thomas, Jan Deaville, Ben Whitehouse & Donna Noble

APOLOGIES: Sebastian Raciti

MINUTES OF PREVIOUS MEETING held 12th July 2021

Moved Ros, seconded Robina, that minutes be accepted as a correct record of proceedings. Carried.

BUSINESS ARISING FROM MINUTES OF PREVIOUS MEETING:

- 1. Debit card/choice of bank:** new account is up and running. Members to have access to online banking were asked to attend Cleveland branch to sign up for username and password. Actioned
- 2. Air Conditioning System Replacement:** After 5 months, we have finally received Council's response to the Project Proposal submitted on 21 March. We now have Council's written approval to proceed with replacing our aged a/c system. Moved Deborah, seconded Ros, we proceed with replacement. Carried. Quote is 17 months old - needs to be corroborated / revisited. Doug
- 3. Vertical Blinds & Windows:** Following a brief setback with timing for the window cleaning, both processes were completed beautifully. Many members have commented positively on them and the lovely light that now comes into the room when the blinds are opened. Actioned
- 4. Toilet Renovation:** Ark Bathrooms failed to respond to a request to set a day/time for site inspection in order to provide a 2nd quote. Kane Ringdahl of Steamy Bathrooms inspected the bathrooms on Wednesday 18th August and will email his quote through by the end of next week (3rd Sept). A second contractor failed to respond to Deborah's request for a quote. Deborah
- 5. General cleaning:** Interviews with 2 cleaners were set. The first was encouraging. Char Lyne, quoted \$160/week, for full cleans on Monday and Friday; bathrooms only on Wednesday; with leeway to clean on other days if the necessity arose. The second person didn't turn up for her interview and didn't advise beforehand this would be the case & Deborah has not heard from her since.
Moved Deborah, seconded Ben, that the cleaning job is given to Char Lyne. Carried Deborah
- 6. New players:** The figures Ben asked for relating to the number of people taking classes and the number who progress through to open play have been compiled. Actioned
- 7. Sunday Bridge:** We're all keen to see this re-established. The recent lockdown threw our plans awry. Once meals can be reinitiated, without COVID19 restrictions, we should see Sunday play back in the schedule. Avra has said she is unwilling to proceed with Sunday session while ever mask wearing is mandatory. Moved Deborah, seconded Ben, that Sunday Bridge be put in abeyance until mask wearing is no longer mandatory. Carried
- 8. Congress (18th July):** The congress was completed successfully with club members Jenny Boxer and Robyn Green winning 1st place. Thanks to Molly for her assisting Sebastian while he learns the process. Actioned
- 9. Maintenance Checklist:** To be reviewed regularly and new items added as they arise. Sebastian
- 10. Clubhouse Computers:** 3 new systems have been bought through Tech Buy Australia. Actioned
- 11. Downpipes replacement:** maintenance - cleaning/painting etc should be placed on the club's maintenance schedule on Sebastian's return. Sebastian

12. Defibrillator: The training session scheduled for 9:30 Monday 19th July was postponed because the presenter was ill. It was rescheduled for Monday 16th August with members being advised by email and invited to attend. Some members have indicated they intend signing up for a full First Aid course. Donna suggested showing a short defibrillator video to members prior to play on a Tuesday/Wednesday. Members to be advised of the Club's ongoing offer to fund CPR training. Robina

13. Fire Safety briefing: Starting 12th July and each day of the week, fire briefings were carried out. Full fire evacuation drill was scheduled for 20 July and subsequently performed. Actioned
Moved Mick, seconded Max, that the Annual Fire Safety report be approved. Carried Doug

14. Melbourne Cup/Christmas Party: The catering company has been paid a \$260 deposit for each event. Whether the deposits would be refunded in the event of lockdown/COVID19 restrictions was questioned. The committee endorsed the increased prices suggested by Molly. Molly has offered to organise both events. Molly

All other items from the previous minutes have been actioned.

CORRESPONDENCE: Deborah

The attached correspondence list from 13th July - 20th August was tabled. Moved Max, seconded Glynis, that incoming and outgoing correspondence be accepted. Carried.

BUSINESS ARISING FROM CORRESPONDENCE:

15. Andy Hung Lessons: Deborah to contact Andy to arrange lessons on

- i.) doubles and
- ii.) defence against multi 2s

on Tuesday afternoons in September for a couple of hours between 2:00 -4:00pm.. Committee resolved that the club pays \$10 per person and members each pay \$10 per lesson. Deborah

16. Barbara Richards Email: re mask exempt members – After a lot of discussion, committee resolved to not change the club rules regarding masks, namely, all members to wear masks over mouth and nose for full session, unless they have a medical exemption certificate, plastic face shields are not acceptable, and members with exemptions are not to be listed. Deborah to respond to Barbara. Deborah

- RealBridge

TREASURER'S REPORT: Max

Max presented July/August report. Anne's monthly table takings report included. After questions were answered Donna moved, seconded by Jan that the report be accepted. Carried.

DEALERS & MASTERPOINT SECRETARY'S REPORT: Carradine

The attached report from Carradine was tabled. Moved Robina, seconded Deborah, that the report be accepted. Carried.

EDUCATION REPORT: Doug

A new series of Beginner Lessons is scheduled to begin in October.

Additional people have been recruited for supervised play.

17 Beginners & Supervised Players Survey: Feedback questions were asked of the beginners and collated into a report. Copy to go to committee. Robina

DIRECTORS' REPORT: Ros

Mandatory mask wearing has affected numbers. There are 4 members with medical exemptions from wearing masks. People are still not wearing mask correctly. Committee members have had to become policemen. Announcements prior to each day's play tell members they must wear them correctly and if

that's not something they can do, to go home then. Also directors to announce reminders to socially distance and to sanitize hands when getting tea/coffee.

The Doris Kerr and Eddie Santagiuliana trophies were cancelled due to uncertainty of being able to run them during lockdowns. The red points were allocated to 4 walk-in sessions on 2 consecutive Wednesdays and 2 consecutive Saturdays as per permission in emails to committee.

Pre-registering for Monday and Wednesday sessions had to be brought back in as a result of the changed spacing requirements after the last lockdown. Our building is roughly 250m² which means we can comfortably house 64 people (16 full tables) and still be in compliance with those restrictions.

GNOT ran smoothly. We have 3 teams to contend the Zone finals the last weekend in August pending no further disruptions due to lockdowns.

Championship Pairs are scheduled for Friday 3rd and 10th September. Alan Gibson will direct.

WORKPLACE HEALTH & SAFETY: Doug

The committee is not aware of any workplace health and safety issues at present.

MAINTENANCE:

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

NEW MEMBERS: Robina

Lisa Alcott	Sheila Honeywood	Anneke Rummens
Michael Cooper	Su O'Mahony (<i>Sunghwa</i>)	Gyl Stacey
Angus Henderson	Alan Patterson	Mark Stacey
Dianne Henderson	Sue Patterson	Linda Reihan
Val Hirst	Robert Hirst	David Croker

Moved Robina, seconded Jan that the new members' applications be accepted. Carried.

GENERAL BUSINESS:

18. Library; Committee resolved to give a \$300 yearly allocation - Moved Robina, seconded Ben, Carried. Deborah to advise Cathy Mathieson. Deborah

19. Central Register: repository for usernames & passwords and software - the safe on the filing cabinet in the office would suit - it doesn't need to be locked – agreed. Also keep book register current. Deborah

20. Clearing office clutter: storage of boxes etc - on Sebastian's return, Deborah suggested we visit de-cluttering and rationalising storage – agreed. Deborah

21. Selling Old pcs/laptop: agreed that we sell the 3 old office computers and the laptop to members – agreed. Deborah

22. Table Manners: Committee resolved to get etiquette /behavior reminders laminated and placed on each table. Deborah

NEXT MEETING: Monday 13th September 2021 at 9:30am. Jan proffered her apologies in advance.

CLOSE: 10:55am

Confirmed: *Doug Sands*

Date: *13 September 2021*