

Redland Bridge Club Inc
Management Committee Meeting Minutes
Monday 10 May 2021 at 9:30 am

At 9.37am Doug Sands declared that a quorum was present and the meeting duly constituted. Doug opened the meeting thanked all for their attendance.

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

MINUTES OF PREVIOUS MEETING held 12 April 2021

Moved Max, seconded Robina, that the minutes of the previous meeting be accepted as a correct record of proceedings. Carried.

BUSINESS ARISING FROM THE PREVIOUS MINUTES:

1. **Debit Card:** Availability of a debit card to be further considered. Not resolved. Relist
2. **Air Conditioning System Replacement:** contact made with Council re replacement. Awaiting Council's response. Doug
3. **Key Recovery:** All key holders had been followed up on. A number of people weren't able to locate the keys they had been allocated. Mike advised that Irene said she had quite a few superfluous keys on her key ring and they should be checked to see if any are the front door keys we're after. Doug
4. **Dealing Machines:** Carradine supplied a cost of \$300 to secure a second hand machine from Northern Suburbs Club. Moved Jan, seconded Ben, that the machine be purchased. Carried. Max
5. **FileStorage/Backup:** Doug to arrange storing all files in Google Drive. Doug
6. **Window Cleaning:** A quote of \$648 for window cleaning was secured from Redlands Window Cleaning. Another quote is to be obtained. Max
7. **Toilet Renovation:** A quote to renovate the bathrooms and paint the building internal walls has been obtained from Poulson Builders. Another quote is required for comparison. Deborah
8. **Cancer Council:** updated contact details & mail preference were provided. Bridge for Brains has been moved to September. Actioned
9. **Web Design:** Donna reported Reginald had failed to respond to her 2 tries at contact. Nicola Hudson also emailed the Club. Donna suggested not contacting her as there was no evidence she had Bridge experience. For the purpose for determining if she may be able to help upgrade & modernise the appearance on our website and Facebook page, Doug asked Donna to contact Nicola. Donna
10. **QBA 2022 Congress dates:** an application was lodged and approval received May 3. Actioned
11. **QBA request for a members book** Actioned
12. **Square POS** - won't service not-for-profit organisations - unsubscribe Actioned
13. **HBN Publishing** - forwarded email to Cathy Mathieson (Librarian) Actioned
14. **Club Constitution stance on investment:** Doug advised he had read the constitution and found no guidelines on how Club funds are invested. Alternatives to low interest fixed term deposits can be investigated. They must be aligned with the Club's benefit. Deborah
15. **Bank Signatories:** forms are on hand. BOQ is thought to be a bank with shop front longevity. They also would be able to provide debit cards on an account. Mick to contact his branch to investigate setting up an account Mick
16. **Which Bank?** Mick advised that Anne Ormerod (banker) is currently handing the banking to Mick for depositing takings. This will continue for the time being until an account with a Cleveland bank is set up. Relist

- 17. Deal Files:** The number of dealt boards we have on hand is now satisfactory as the deal files problem has been fixed. Actioned
- 18. Mentors:** experienced players are required to help new players get into the flow of playing in Club sessions. Robina to call for mentors in the Trumpit. Robina
- 19. Leaking basin:** A problem was detected with the plumbing to a basin in the men's toilet. All agreed it should be rectified. Actioned
- 20. Vertical blinds:** To clean or replace? Donna & Deborah each obtained a quote for replacement. Quotes (2) to be sourced for cleaning. Max, Mick
- 21. General Cleaning:** The state of cleanliness of the windows (inside and out) was brought up. All agreed they need cleaning. The matter of general cleaning came up and Doug offered to supply details of current cleaning regimen so a new cleaner could be found. Deborah
- 22. New players:** the correlation between the number of people taking classes and the number who progress through to open play was questioned. It was suggested that those who fall away be contacted to see if there's anything we could do to encourage them to become/stay involved. Relist
- 23. Lease tenure:** Doug reported on his contact with the Council re setting a meeting with the Mayor. He was advised that although the Mayor may well agree to meet, she wouldn't provide an answer as her role is policy, not leasing. It was suggested that a meeting be sought with the leasing officer actually involved in decision making. Doug
- 24. Sunday Bridge:** All agreed to reinstate a Sunday session on the 1st Sunday of each month. Consensus was that the session be offered on the proviso that the meal would be BYO, with no sharing. No session was constituted in May so it's an ongoing matter. Doug advised he'll announce it earlier in the month so there's adequate lead in time. Relist
- 25. Congress (18th July):** Sebastian has a holiday scheduled and won't be available on the day. He would, however, be available during the lead-in weeks. Sebastian said Molly has agreed to assist in his absence. A flyer is currently being drafted and will be available shortly for dissemination to outlying Clubs for their members' advice. Sebastian
- 26. First Aid Kit:** Kit serviced 4 May. Actioned
- 27. Auto Boilers:** Boilers serviced 5 May. Actioned
- 28. Maintenance Checklist:** Sebastian provided a draft maintenance checklist for the clubhouse. Additional items to be added were - First Aid kit replenishing; kitchen cupboard internal spring clean; software licence renewal; tree audit Sebastian

All other items from the previous minutes have been actioned.

CORRESPONDENCE: Deborah

The attached list of correspondence from 13 April - 9th May was tabled. Moved Ros, seconded Donna, that the incoming and outgoing correspondence be accepted. Carried.

BUSINESS ARISING FROM CORRESPONDENCE:

1. Qld Safety check-in app - escalate/register Deborah
2. law changes for incorporate associations - forward QBA email to Doug Deborah
3. online teaching sessions - free registration - include in next Trumpit Robina

TREASURER'S REPORT: Max

Following questions and answers, Max moved his report be accepted; seconded Glynis. Carried.

DEALERS & MASTERPOINT SECRETARY'S REPORT:

Carradine submitted her attached report.

Moved Robina, seconded Jan, that the report be accepted. Carried.

EDUCATION REPORT: Doug

No report this month other than supervised play continues each Wednesday afternoon.

DIRECTORS' REPORT: Ros

Thursday play - attendance improved marginally with free play offered during April.

Mobile phones ringing during play - Ros suggested a penalty of an average minus on the next board should be imposed on any player whose phone rings during play. Announcements along those lines to be made before each session's play. Consensus was that players should be offered the option of putting their phones on silent instead of turning them off.

Proposed Ros, seconded Max. Carried.

WORKPLACE HEALTH & SAFETY:

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

MAINTENANCE:

Plumbing to sewerage pump tank damaged by tree roots - OA Plumbing explored the situation and provided a quote to rectify. After consultation, it was determined that the damage has no negative impact on the Club's sewerage status. NFA

Review schedule compiled by Sebastian - this is a work in progress with continual updating as new matters arise. Delegation of duty of contact was discussed - Sebastian is to oversee and maintain the schedule but individual committee members may be asked to initiate contact with service providers as required. Sebastian

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

NEW MEMBERS:

Ricardo Bocanegra, Karen Budge, Judy Couttie, Suzanne Kelly, Rhonda King, Christine McLaughlin, Carol Rylance and Margaret Watters were put forward as new members.

Moved Robina, seconded Glynis, that all new players' membership applications be approved. Carried.

GENERAL BUSINESS:

- 1. **excessive power bill** - an inspection of the system has been arranged Doug
- 2. **bidding boxes** - Brian Gamble inquired re the use of these facilities - the Club has 1 set of 4 boxes for use. Glynis to advise Brian. Glynis
- 3. **grid covers and a/c outlet covers not being cleaned** - they are noticeably filthy Max

NEXT MEETING: Monday **14th June** 2021 at 9:30am [Jan apologised in advance that she won't attend]

CLOSE: 10:57am

Confirmed:.....*Doug Sands*.....Date:.....*14 June 2021*.....