

Redland Bridge Club Inc

Management Committee Meeting Minutes

Monday 13th September at 9:30 am

WELCOME: At 9:30am Doug declared that a quorum was present and the meeting duly constituted. Doug thanked all for their attendance.

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

APOLOGIES: Jan Deaville, Mick Souter

MINUTES OF PREVIOUS MEETING held 23rd August 2021

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

BUSINESS ARISING FROM MINUTES OF PREVIOUS MEETING:

- Air Conditioning System Replacement:** Club members had approved expenditure of up to \$65,000 to replace the Air Con system in the clubhouse at the AGM on 7th March 2020. The committee approved the acceptance of the following quotes from Blue Air & Electrical:

* supply and install replacement split ducted air con units	\$50,483.00
* supply and install new flex for six trunk ducts	\$2,400.00
* supply and install two UV sanitising systems	\$4,500.00
TOTAL, incl GST	\$63,121.30

Moved Max, seconded Ros, and carried.

Installation is scheduled for Wed - Fri this week viz 15-17th September. A 25% deposit has been paid. Preliminary works to de-gas the existing system is scheduled for Tuesday after play. Actioned
- Toilet Renovation:** Kane Ringdahl of Steamy Bathrooms has run into some delays gaining prices from suppliers. He'd hoped to have his quote to us by the last day of the week ending 10th September. That didn't happen so we are still waiting for it. Deborah will stay in touch with Kane and email the quote to the committee just as soon as it is to hand. Deborah
- General cleaning:** After a disappointing change of mind by Char Lyne, Deborah indicated the search for cleaners is continuing. Donna offered to provide her cleaner's details. Deborah had spoken to Bill Morgan about his Korean couple who clean for him and do a very good job. Other avenues will be explored. ExtraClean's contract has been terminated as of 27th September. Deborah
- Maintenance Checklist:** To be reviewed regularly and new items added as they arise. Sebastian asked for confirmation that some tasks allocated past due dates had in fact been completed. Sebastian
- Downpipes:** maintenance - cleaning/painting etc were discussed. It was decided to aim for a working bee on Saturday 16th October from 7:30 - 11:00am. Advance notice is to be given to members along with tasks to be completed and tools/resources needed. Sebastian /Doug
- 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
- Andy Hung Lessons:** With WA border opening earlier than anticipated, Andy decided to return there sooner than planned. He will be back in Brisbane late Nov/early Dec and would be happy to run some teaching sessions then. Deborah
- Barbara Richards:** Deborah responded to Barbara's email. In a follow up on her initial email, Barbara stated non mask wearing members should be asked to stay at home. Actioned
- Library:** Deborah advised Cathy Mathieson of the committee's decision to allocate \$300/year towards book purchases. Cathy's enthusiasm to keep our library current and topical was lauded by Robina. Actioned

- 10. **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. Actioned
- 11. **Cleaning office clutter:** It was agreed that the building be decluttered so storage space could be made available. This is to be tied in with the working bee on 16th October. Sebastian / Doug
- 12. **Selling old pcs/laptop:** a work in progress - all units are spoken for; it's just a matter of cleaning the hdds of club files and upgrading all systems with Windows 8 to Windows 10 Deborah
- 13. **Laminated signs:** clubhouse signs to be updated Actioned

All other items from the previous minutes have been actioned.

CORRESPONDENCE: Deborah

The attached correspondence list from 21st August - 10th September was tabled. Moved Robina, seconded Donna, that incoming and outgoing correspondence be accepted. Carried.

BUSINESS ARISING FROM CORRESPONDENCE:

- 14. **Redland City Council Lease:** Council has offered us a new 10 year lease. Ben had given notice of the following motion: 1 That the Redland Bridge Club Incorporated (RBC) formally seek from the Redland City Council (RCC) a lease of twenty (20) years from 1 July 2022 for the premises RBC currently occupies at Pinklands Recreation Reserve, 190A Cleveland-Redland Bay Road, Thornlands Qld, together with all supporting structures pertaining thereto, including certain sewerage tanks which have been installed and are used by RBC. 2 That the President, Mr Doug Sands, and the committee person, Mr Ben Whitehouse, are hereby authorised on behalf of the RBC to meet with the appropriate officers of RCC to negotiate the terms of the proposed lease. 3 That Doug Sands and Ben Whitehouse will give a report to the next RBC committee meeting that takes place immediately after the proposed meeting with the RCC officers takes place. 4 In the event that there are further meetings by Doug Sands and Ben Whitehouse with officers of the RCC, then further reports will be given by Doug Sands and Ben Whitehouse to the next RBC committee meeting immediately following such meetings. 5 After the negotiations have been finalised, only a properly constituted meeting of the committee of the RBC has the authority to agree to the final terms of the proposed lease. The authority given to Doug Sands and Ben Whitehouse is limited to negotiate the terms of the proposed lease and not to commit to any agreement, which is hereby reserved to the committee of the RBC. This motion was put by Donna, seconded by Robina, and carried unanimously. Ben / Doug
- 15. **Specialist commercial lease lawyer:** Ben recommended we engage a specialist lawyer to examine RCC lease renewal document for nuances we are unaware of that could have serious implications for us. Moved Donna, seconded Robina, that we obtain estimates for said service. Carried. Ben
- 16. **Incident report form:** John Florence sent an incident report template used when he was WPH&S Officer. Doug requested a copy of the amended template. Deborah

TREASURER'S REPORT: Max

Max presented Augus report. Anne Ormerod's monthly table takings report included. After questions were answered, Max moved, seconded by Glynis that the report be accepted. Carried.

DEALERS & MASTERPOINT SECRETARY'S REPORT: Carradine

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

- 17. **Annual Membership Renewals:** Discussion arose re Carradine's request for updated members' contact details. Deborah to liaise with Carradine re possible format/s offered to members. Deborah

EDUCATION REPORT: No report

DIRECTORS' REPORT: Ros

Championship Pairs were run on the last 2 Fridays viz. 3rd and 10th September. Alan Gibson directed. We ran into an issue with a pair who hadn't pre-registered turning up unannounced despite our advertising that the event wouldn't cater for walk-ins. Alan stated he would accommodate them. The stress his decision put him under was not insignificant. Ros said it took him at least half the morning to complete the reorganised schedule. Additionally, there was a resultant sit out which put everyone out.

Moved Ros, seconded Max, that walk-ins for special events requiring pre-registration and/or even numbers of pairs are not be accommodated. Carried.

The issue of session start times and player arrival times came up. Glynis said some new people had told her the website stated they only had to be in the club at start time. On checking the website, it was found to very clearly state players are to be seated 15 minutes prior to start time. Ros said 15 minutes is adequate time for a movement to be selected and organised so she's happy to keep player arrival time as is. Given the vagueness and late arrivals seen recently, it was suggested that members should be reminded they are required to be seated at least 15 minutes prior to the advertised starting time, and if they will be running late to call the club or their partner and make sure it's clearly known well in advance.

WORKPLACE HEALTH & SAFETY:

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

MAINTENANCE:

Deborah mentioned the hand rail at the front of the building. There is some evidence of rust coming through the paintwork. Deborah suggested repainting it could be included in our upcoming working bee tasks. The committee is not aware of any other maintenance issues at present.

NEW MEMBERS:

No new member application received this month.

GENERAL BUSINESS:

18. **Insurable interest:** Ben asked about our building insurance and whether, given the Council owns our building, we have an insurable interest in it? TBIB is to be consulted. Doug
19. **RedFest:** On 23rd October, this event is to be held at Pinklands. Doug asked if we should have an Open Day so people can see how the Bridge Club is set up and functions. Given the demographics of people attracted to Bridge and the expected demographics of RedFest attendees, it was decided against. A spin off of the event, however, is the issue of parking on the day. The possibility of roping off our car park was suggested as Council had approved it for a recent carnival day. They also had traffic wardens who kept non-Bridge Club cars away from our car park. Council policy on the situation is to be sought. Doug
20. **Vaccinations by 30th November:** A club member had asked if the committee could bring the nominated date for vaccinations forward to 31st October. Discussion ensued as to what will happen when that day arrives. General consensus is that we will take our lead from the QLD Govt and the QBA, neither of which are expected to give any indicators until much closer to the time.

NEXT MEETING: Monday 11th October 2021 at 9:30am.

CLOSE: 10:52am

Confirmed:.....*Doug Sands*.....Date:.....*11 October 2021*.....