

REDLAND BRIDGE CLUB INC
Management Committee Meeting Minutes
Tuesday 16th January 2024

Welcome: At 1.45pm Nigel Cleminson declared quorum to be present and the meeting was duly constituted. Nigel thanked all for their attendance.

Present: Nigel Cleminson, Ros Putland, Anne Ormerod, Cathy Mathieson, Sandra Berns, Di Elliott, Max Latimer, James Williamson, Robina Cooper, Molly O'Donohue

1. MINUTES OF PREVIOUS MEETING HELD December 12th, 2023

The minutes were tabled and accepted as a correct record of proceedings. Moved: Cathy Mathieson seconded Di Elliott. Carried

Business Arising from Minutes of Previous Meeting:

- a) Redlands City Council has started to fill the potholes in the carpark. New disabled Parking signs will be purchased to replace the very faded signs. CATHY
- b) The Asset register will be reviewed by Nigel and Anne and committee members will assist in upgrading this register. NOTE
- c) Honorary Life membership cannot be offered to a club member as mentioned in the previous minutes. Our constitution only allows for a limited number of Honorary Life Member and no further proposal can currently be made. NOTE
- d) All the trophies have been engraved. NOTE

2. CORRESPONDENCE: Cathy

The correspondence list from the 9th December to the 13th January was tabled. Moved Cathy Mathieson, seconded Nigel Cleminson that the list be accepted. Carried

Business arising from correspondence:

- a) Carradine Lucas has pointed out that any report presented to the committee should be approved and seconded.

3. TREASURER'S REPORT: Anne

The Treasurer's report was tabled. Moved Anne Ormerod, seconded Sandr Berns, that the report be accepted. Carried

- a) A monthly report will be placed on the notice board. The annual report has not yet been audited.

4. DIRECTORS REPORT: Ros

5. DEALERS & MASTERPOINT SECRETARY'S REPORT: Carradine

The Dealers & Masterpoint Secretary's report was tabled. Moved Robina Cooper, seconded Cathy Mathieson, that the report be accepted. Carried

- a) Final red masterpoints for 2023 were authorised by the State Masterpoint Secretary and uploaded to the ABF Masterpoint Centre website in the middle of December – these results are posted on the noticeboard. Final green points for the last quarter of 2023 were uploaded to the same place on 29 December 2023.
- b) Membership Secretary Robina and I have received a list of non-payers of membership dues for 2024 from Anne and are working our way through it, contacting people to ask if they are going to renew.
- c) I have the list of telephone numbers for the membership book ready for checking and will put this up on the noticeboard on Wednesday morning. The timeline will be short as we want to get the book to the printers before the end of January.

DEALERS' REPORT JANUARY 2024

- a) The new dealing machine has arrived, and I will be contacting Colin Gorton to make arrangements to install the software etc.
- b) I have ordered 200 packs of new plastic-coated cards; these come as 100 packs of red-backed cards and 100 packs of blue-backed cards. For some strange reason, we have at present about 30 new packs of red-backed cards and only 2 packs of blue-backed cards, so I have also ordered 15 additional packs of blue-backed cards (the maximum number I can order at a time through our supplier) and will continue to monitor our supplies for balance. If need be, I will order 10-15 more packs of blue.

6. EDUCATION REPORT: Nigel

- a) Supervised play has resumed. Nigel will create a roster of club members who have offered to assist. Beginner's lessons will be held in March. The exact date has not been set.

7. WORKPLACE HEALTH AND SAFETY: Tom

- a) There is a requirement that members are instructed in the use of the fire extinguisher and safety blanket. This will be followed up. NIGEL

8. MAINTAINENCE: Max

- a) The life of the batteries in the defibrillator will be investigated.

9. NEW MEMBERS: Robina

Moved Robina Cooper, seconded Di Elliott, that the following applicates be approved for membership. Carried.

- Liz Maguire
- Dawn Mead

10. GENERAL BUSINESS:

- a) Two laptop computers have been purchased for the club secretary and treasurer. Relevant programmes such as Office 365 and Xero have been installed. Colin has set up duplicate email addresses using Outlook, as Bigpond will not be providing email services in the future. NOTE
- b) Turgut Manli has kindly offered to provide a trophy in commemoration of ANZAC day. A bridge game will be held on a day close to ANZAC day annually and the trophy presented to the winning pair.
- c) New Christmas decorations will be purchased for the club before next Christmas. ROS
- d) Arrangements will be made to have the membership booklet printed by the end January. CATHY
- e) The next Annual General Meeting is planned for the 16th of March at 10.30am. Nominations for positions on the Management Committee will open on Friday 16th of February and will close on the 1st of March at 12 noon. NOTE
- f) QBA has provided the club with a copy of their reviewed policy for dealing with complaints, incorporating the new requirements from the Office of Fair Trading. Nigel will produce a Discussion Paper incorporating the QBA policy with our current policy. When completed, a copy will be sent to all committee members. NIGEL
- g) A morning tea will be held on Australia Day. Lamingtons will be purchased for this event. NIGEL
- h) Max Latimer has offered to be the partnership liaison person replacing Betty Bowdler. NOTE
- i) Ad Hoc committee has been formed to interview members involved in the altercation which occurred between Bill Morgan and Steven Gillard. A report will be forwarded to all committee members to determine any action to be taken. NOTE

Next meeting: Tuesday February 13th, 2024, at 1.30pm.

Close: There being no further business, the meeting was closed at 3.20pm

Confirmed: _____

Date: _____