

**REDLANDS BRIDGE CLUB (Inc.)**

**MINUTES OF COMMITTEE OF MANAGEMENT MEETING**

**MONDAY 10 July 2017**

**OPENED:** At 9.30 am. Doug declared that a quorum was present and opened the meeting.

**PRESENT:** Doug Sands (Chairman), Neil Casey, Mike Souter, Molly O'Donohue, Ben Engeman, Barbara Flynn, Pauline Curtis, Judi Hutchinson, Carradine Lucas, Paul Elkington

**MINUTES OF PREVIOUS MEETING held 12 June 2017:** Moved by Mike, seconded by Neil that the Minutes printed for committee members are a correct record of the meeting.  
Carried

**BUSINESS ARISING FROM THE MINUTES:**

1. **Publication of Revised Club Rules on RBC website:** The revised Club rules and Constitution are yet to be placed on the RBC web site. DOUG
2. **Paper Copies of Amendments:** Molly to arrange for the amendments to the Constitution and By-laws to be printed on A5 sheets for insertion into the printed club rules MOLLY
3. **First Aid Training:** 12 members have agreed to attend the first aid training course at RBC cost. Committee agreed to restrict the numbers to seven persons (Mike, Tom, Lyn, Pat, Angela, Linda and Ben). Ben to notify affected persons. The Committee agreed to use the St John's First Aid course at a cost of \$170 per person. Moved by Ben, seconded by Mick and carried. BEN
4. **Dealing Machine:** New machine is still playing up and the old machine is being used until the new machine is rectified. CARRADINE
5. **Concerns on Existing Arrangements.** Ros wants the new drop safe bolted to the floor. Committee decided to leave the current installation as is. MIKE
6. **2017 Auditor:** It was moved that the club would use Cheryl Haslam as the new auditor. Moved by Neil and seconded by Carradine, carried. Doug to announce DOUG
7. **Fire Safety:** Follow up on installation of replacement emergency exit lights next week DOUG
8. **Cancer Council Afternoon Tea.** The committee thanked Pauline and voted to increase funds to make the total donation \$750. Moved Pauline and seconded by Carradine carried
9. **Air Conditioner:** Air conditioner to be set at 23 degree year round MIKE
10. **Letter of Complaint:** The matter has been left following an improvement in player behaviour.
11. **Carpet Cleaning:** To be completed on 22 July 2017 by Bennetts and announce that room setting needs to be restored on Monday 24 July MIKE
12. **General Club Etiquette:**
  - The concept of a "Naughty Book" is not to be introduced and etiquette responsibility is in the hands of the director on a session-by-session basis.
  - If the situation becomes more serious, this will need to be resolved by the Committee. DOUG
13. **Table Covers** Molly to look into the replacement of covers MOLLY

- |                                  |   |              |
|----------------------------------|---|--------------|
| <b>14. Council Lease Matter;</b> | Make any missing lease payments<br>Doug and Paul to discuss outstanding lease matters with Redlands Council | NEIL<br>DOUG |
| <b>15. Tip of the Week:</b>      | Gill to produce a tip of the week for a trial period  | MOLLY        |

**CORRESPONDENCE:** The attached list of correspondence was presented to the meeting. Moved by Molly and seconded by Pauline and carried

**TREASURERS REPORT:** Neil presented the attached report and moved its acceptance. This was seconded by Carradine and carried.

**DEALER’S AND MASTERPOINT REPORT.** Report was presented and its acceptance moved by Carradine. This was seconded by Neil and carried.

**DIRECTOR’S REPORT:** This was noted (see attached). No Club Recorder is to be introduced at present. Put the etiquette guidelines on each table. PAULINE

**EDUCATION REPORT:** Deidre’s class and John Harris’s class commenced last week

**WORKPLACE HEALTH AND SAFETY:** Other than the replacement of existing emergency safety lights and repairs to a chair, the committee is not aware of any other WH&S and Maintenance Items. Doug’s WHS &S presentation will be given at each session this coming week

**NEW MEMBERS:** The nomination of Glynis Hendricks, Jan Mastenbroek, Linda Rosengren, Barbara Richards and Derek Richards (associate) as a new member was moved by Ben. This was seconded by Mike and carried.

**GENERAL BUSINESS:**

1. **Lease conditions (see 14 above)**
2. **Table Covers (see 13 above)**
3. **Tip of the Week (see 15 above)**
4. **Do we need a recorder:** the committee concurred with the directors (see Director’s Report)
5. **Mixed Teams:** Committee recommended that the mixed team can be reformatted to have a winter team in place the mixed team or maintain the high low concept.
6. **New Front Door Key:** Paul to produce a recommendation on keys
7. **New Bridgemates:** Carradine to investigate and recommend action
8. **Mentors**—tabled until next meeting
9. **Absentee Contact Person**—tabled until next meeting

**Next Meeting:** 14 August 2017, 9.30 am

**CLOSE:** There being no further business, the meeting closed at 11.00 am

Confirmed:

Chairman:.....Doug Sands..... Date.....14 August 2017.....