

REDLANDS BRIDGE CLUB (Inc)

PROVISIONAL MINUTES OF COMMITTEE OF MANAGEMENT MEETING

MONDAY 12 JUNE 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 Hutchison, Carradine Lucas, Paul Elkington

MINUTES OF PREVIOUS MEETING held 8 May 2017: Moved by Neil, seconded by Mike that the Minutes as Emailed to committee members are a correct record of the meeting.
Carried

BUSINESS ARISING FROM THE MINUTES:

- **Water Supply Pipe:** An invoice was posted to Redlands City Council on 22 May, 2017 by Neil, but no payment to the club had been received. NEIL
- **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
- **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
- **Re-padding of Chairs.** It was recommended to re-cover the remaining 47 club chairs at a quoted cost of \$3100+GST. Moved by Ben, seconded by Barb . Carried
- **First Aid Training:** Ben, Michael and Warren have agreed to attend the first aid training course at RBC cost BEN
- **Dealing Machine:** New machine has been returned to supplier and an old machine is being used until the new machine is rectified. CARRADINE
- **Concerns on Existing Arrangements.** Mike to follow up with Ros on her concerns with respect to the new drop safe MIKE
- **2017 Auditor:** Follow up on possible alternative auditors NEIL
- **Fire Safety:** Follow up on installation of replacement emergency exit lights DOUG
- **Thursday Session Lessons:** Anne Ormerod to commence bridge teaching sessions on Thursday afternoons in August and Mike to take teaching tip to Tuesday players MIKE
- **Big Afternoon Tea:** Paul Golle to be invited to attend DOUG
- **Club Banker:** Molly was noted as the club banker
- **Air Conditioner:** Air conditioner to be set at 22 degree year round MIKE
- **Letter of Complaint:** Send a letter to complainant acknowledging receipt of the letter. DOUG
Seek response to the letter of complaint from the person being complained about and report back to the committee.
DOUG
- **Carpet Cleaning:** To be completed after 16 July 2017 MIKE

- **General Club Etiquette:**

The concept of a "Naughty Book "is not to be introduced until the
Committee have reviewed the concept, the rules and actions DOUG
The letter on directors is to be redrafted. DOUG
Table etiquette is to re-iterated at the next bridge sessions DOUG

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

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

DEALER'S AND MASTERPOINT REPORT. Report was presented and its acceptance move by Carradine. This was seconded by Mike and carried.

DIRECTOR'S REPORT: This was noted.

EDUCATION REPORT: Molly presented and it was noted that Anne was commence lessons

WORKPLACE HEALTH AND SAFETY: The hazard of handbags being left under chairs was noted and it was resolved that Doug would ask members to place their handbags in the racks provided. Other than the issue of the handbag hazard and the replacement of existing emergency safety lights, the committee is not aware of any other WH&S and Maintenance Items.

NEW MEMBERS: The nomination of Anne MacCaffery as a new member was moved by Neil. This was seconded by Carradine and carried.

GENERAL BUSINESS:

CROSS IMPING: Members noted the report on cross imping and left further action until later.

Letter of Complaint: The committee acknowledged the receipt of a letter of complaint concerning the behaviour of a club member. Carmel noted that the behaviour complained about was not over the top. Resolutions on this matter are outlined in the above Business Arising from the Minutes above (Point 14).

General Club Etiquette: The committee noted that any future announcements on behaviour of club members should be referred to the Committee as the first step. Resolutions on this matter are noted in the Business Arising from the Minutes section above (Point 16).

Carpet Cleaning: It was agreed that the cleaning of the club carpets would take place after the 16 July, 2017. Action noted in the Business Arising from the Minutes section above (Point 15)

NEXT MEETING: Monday, 10 July 2017

CLOSE: There being no further business, the meeting closed at 11.05 am

Confirmed:

Chairman:.....Doug Sand.....Date.....10 July 2017.....