

REDLAND BRIDGE CLUB (Inc)

MINUTES OF COMMITTEE OF MANAGEMENT MEETING

MONDAY 8 MAY 2017

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

PRESENT: Doug Sands (Chairman), Neil Casey, Pauline Curtis, Ben Engeman, Barbara Flynn, Molly O'Donohue, Mike Souter

APOLOGIES: Paul Elkington, Judi Hutchinson, Carradine Lucas

MINUTES OF PREVIOUS MEETING held 10 April 2017: Moved by Neil, seconded Ben that the Minutes as emailed on 30.4.2017 are a correct record of the meeting. Carried

BUSINESS ARISING FROM MINUTES:

1 Water Supply Pipe: Peter lodged a request with Redland City Council (RCC) on 17 August for RCC to take over responsibility for the water supply pipeline in the common user area on the building side of the meter. Council requested copies of the invoices for repair works and Greg supplied these on 29 October. Doug & Molly met with an RCC representative on 7 April. RCC has now responded that it will not take over responsibility for the pipeline. Committee agreed for Doug to talk to our local Councillor about the issue. DOUG

Constitution and By-Law Review: The amendments to the constitution were passed at the Annual General Meeting held on 4 March 2017.

2 Publication of Revised Club Rules on RBC Website: Placing the amended Constitution and By-Laws on the club website has been delayed as the paper copy does not match the electronic copy. Doug to resolve. DOUG

3 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 when resolved. MOLLY

4 Your Backyard Garden Program: A working bee is was held on Sunday 30 April to plant the RCC donated plants. There was a good attendance. Thanks to Ben and Barb for arranging this.

5 Re-Padding of Chairs: Committee previously approved the quote from The Chair Lady for \$3840 plus GST to re-pad and re-cover 61 chairs. A deposit has been paid. Committee approved that the 4 spare chairs also be re-padded and re-covered. MOLLY

6 First Aid Training: Committee thought that it would be good for directors to have some First Aid training. The club will pay for the training. Mike to take this recommendation to the next directors' meeting. Training would be voluntary. MIKE

7 Congress Catering Coordinator: Liz Engeman has agreed to arrange the catering for the July congress. RE-LIST

8 Director Payment: Committee had previously approved a recommendation from the directors that where a director gives up an opportunity to play in a club Red Point event to direct that event, when an outside director is not available, the director is to be paid the same amount as an outside director. Mike to advise the directors. MIKE

9 Dealing Machine: A new dealing machine has been ordered. CARRADINE

10 Andy Hung Lessons: Twenty-two members attended Andy's lesson on 2 May. Remaining lessons are on Tuesdays 16, 23 and 30 May. Andy's charge is \$15 per person with no minimum number. There is to be no additional charge for club overheads. MOLLY

11 Director Table Fees: Committee recognized the great contribution made to the club by the directors but accepted that the previous proposal to offer free play all week to any director who directs at least once a week would be difficult to implement. Mike to take the committee's appreciation to the directors at their next meeting to see whether a practical solution can be found. MIKE

12 Drop Safe: The new safe with a drop chute has been installed.

13 2016 Auditor's Recommendations: The letter from the auditor contained five recommendations. Doug to draft, with Greg Nolan, a response to the letter. DOUG

14 2017 Auditor: Howe, Ford & Boxer (HFB) has been approved by the AGM. Doug reported that a member had advised that he had received poor service from HFB when he used them privately. Neil advised that Daniel Chua had offered to investigate which auditors other clubs use. RE-LIST

15 2017 Members Booklet: The booklet has been printed and distributed. Thanks Molly.

16 Volunteer Positions: Doug to update list of volunteers and re-issue. DOUG

17 Ron Klinger Training Session: Committee had previously agreed to hold a training session with Ron Klinger from 2:00 to 4:30 pm on Tuesday 12 September at \$20 per person, with a guaranteed \$600 minimum. Molly to arrange a topic with Ron. MOLLY

18 Fire Safety: Doug reported that the quote for the replacement emergency exit light was \$159 to supply and \$200 for travel and labour, plus GST. Committee resolved to replace both emergency lights at this time. DOUG

19 Pest Control: Mike reported that ants had been in evidence lately. Mike had taken this up with Bob Gunn for re-treatment. Mike to follow-up. MIKE

20 Bridge for Brains: Molly reported that about \$480 had been raised last Friday for the B4B for mental health research with table fees, donations and raffle proceeds. Moved Mike, seconded Molly, and carried that this be rounded up to \$500. Thanks to Pauline for a lovely morning tea.

21 Cancer Research: A Cancer Council fund raiser is to be held on Monday 26 June as part of Australia's Biggest Afternoon Tea, with normal \$5 table fees being donated, members to be asked to give a gold coin donation, and that no food items be requested for afternoon tea. Pauline offered to arrange afternoon tea with Judi. Molly to arrange registration. PAULINE/JUDI/MOLLY

22 Raffle Issues: Doug advised that he had previously asked Di Eloitt to lock the raffle prizes but this has now been reversed following the discussion at the last committee meeting.

23 Social Night: There was lots of feedback that the lasagne/trivia night on Friday 28 April was great fun and enjoyed by all 70 who attended. Molly and Gill Ross to consider a similar night later in the year. MOLLY

All other actions from the minutes had been completed.

CORRESPONDENCE: The attached list of correspondence was presented. Moved by Neil, seconded by Ben, and carried that the correspondence be accepted.

BUSINESS ARISING FROM CORRESPONDENCE: Nil

TREASURER'S REPORT: Neil presented the attached report and moved that it be accepted, seconded Pauline and carried.

DIRECTORS' REPORT: No report this month.

DEALERS' & MASTERPOINT SECRETARY'S REPORT: No report this month.

EDUCATION REPORT: Eleven people are attending Deirdre Giles beginners' class on Tuesday nights.

WORKPLACE HEALTH & SAFETY:

The committee is not aware of any unacceptable health or safety risks at the club at this time.

MAINTENANCE: The committee is not aware of any significant maintenance issues at this time.

NEW MEMBERS: Moved Neil, seconded Ben, and carried that the following applications for membership be approved: Robyn Parry, Janet Wilkie and Loren Leader.

GENERAL BUSINESS:

24 Name Plaques on Chairs: Bev Tucker suggested that the plaques on the chairs with the names of the members who donated them be put on permanent display on a board. Committee resolved to have the plaques placed back on the chairs after they are re-upholstered. Pauline to put an article in the Trumpit regarding the plaques. PAULINE

25 Thursday Afternoon Proposal: Anne Ormerod proposed a 24 Board Thursday afternoon session with a short teaching tip at the start, for intermediate players, mainly on defence. Anne will be the director and arrange the training tips. Committee approved a trial period for August and September.

26 Float for Purchasing Officer: Committee approved a float of \$250 for the Purchasing Officer for office supplies and kitchen consumables. Neil to arrange. NEIL

27 Banker Position: Doug reported that Anne Ormerod had resigned as Banker from 1 May, and that Paul Elkington had volunteered to do this job. Molly to arrange until Paul returns on 18 May. PAUL

28 Asset Register: Doug advised that Daniel Chua is working to update our asset register so that the club can correctly calculate the depreciation on assets.

29 Presidents' Day: Doug gave a brief report on some of the key learnings of the QBA Presidents' Day held 7 May.

30 Air Conditioning: Mike to check with Seal, our maintenance contractor, whether the Air-Con system can be upgraded to automatically adjust to the seasons ie heat/cool cycles. MIKE

31 Donation of Books: Neil advised that a former member Paula Manger had offered her collection of Bridge books to the club. Molly to send her a thank you. MOLLY

NEXT MEETING: Monday 12 June 2017 at 9.30a.m. .

CLOSE: There being no further business, the meeting was closed at 11:05 a.m.

Confirmed:

Chairman:.....Doug Sands.....Date:.....12-6-2017.....