

Redland Bridge Club Inc
Management Committee Meeting Minutes - Provisional

Tuesday 5th April at 1:30pm

OPENING: At 1:30pm Molly welcomed those present.

PRESENT: Molly O'Donohue (Chair), Sebastian Raciti, Deborah Thomas, Colin Gorton, Nigel Cleminson, Jan Deaville, Glynis Hendricks, Ros Putland, Mick Souter & Ben Whitehouse.

APOLOGIES: Jenny Boxer

MINUTES OF PREVIOUS MEETING held 15th March 2022

Moved Colin seconded Nigel that the minutes be accepted as a correct record of proceedings. Carried.

BUSINESS ARISING FROM MINUTES OF PREVIOUS MEETING:

- 1. Toilet Renovation:** the Redland City Council's approval is yet to be received. Awaiting advice from Poulson Constructions for pricing on sensor products. Deborah
- 2. Clubhouse painting:** Poulson Construction Service's painter will do external / internal surface preparation and painting. Carpets are to be cleaned beforehand to eliminate potential damage to the fresh paintwork on skirting boards. Sebastian
- 3. Maintenance Checklist:** To be reviewed regularly and new items added as they arise. Tasks due for March - rodent baiting; pest & build inspections; software and website licences; website hosting fee - Colin offered to contact Peter Busch to confirm costs.
A number of other items were discussed:
 - i. Drip tray:** delayed due to Trevor White losing the measurements. Sebastian
 - ii. Kitchen cleaning:** Jenny spoke to volunteers and established a schedule for each to check the kitchen's cleanliness
 - iii. Liquor licences:** Dept Liquor & Gaming advised we do not need a licence as we don't sell alcohol to members nor buy it for them. Actioned
- 4. Legal opinion:** Council has been advised of the decision to accept the 10-year lease offered. A response was received acknowledging same and advising our letter would be presented to the lease meeting scheduled for May. Council would provide the new lease documents for execution following that.
Deborah advised Nick Harding of Clayton Utz we would not be requiring their services; thanked Susan Rankin for her valuable input; & advised TBIB of the change to the insured entity names. Updated certificate of currency and policy doc have been requested yet to be received.
Council did not respond to our question re the insured value of the building. To be followed up. Deborah
- 5. New merchant facility:** Tyro changed our facility from Bendigo Bank to BoQ on 1st April. EFTPOS payments now seamlessly flow into our BoQ account. In accordance with the motion passed at a prior committee meeting our Bendigo Bank accounts are to be closed and any funds held in them transferred to BoQ. Mick /Molly
- 6. Competition winner vouchers:** Mick, Molly and Ros finalised the schedule drafted by Sebastian. Actioned
- 7. Playing fee-free days:** Colin confirmed that a rotating schedule of fee-free days can be accommodated. Each day we play will have one (1) fee-free day/year. Actioned
- 8. Carpet:** the carpet cleaning is scheduled for this month (April). Two (2) quotes, including one (1) from Bennetts are to be sourced. Sebastian
- 9. QBA - 2023 calendar:** Sebastian is to approach Kim Ellaway re congress formats e.g. a ≤500MPs graded congress rather than a novice event. Ultimately, we need to book all four (4) congresses as usual because to relinquish any would mean losing them. Sebastian
- 10. Delegation of duties:** there are many duties performed in the Club's smooth running. They are:

Jan - consumables - coffee, tea etc
Mick - cleaning and sanitising products
Robina - milk orders
Glynis - catering
Jenny - cards
Nigel - education coordinator // master plan coordinator
Cathy - library
Deborah - office supplies - copy paper, pens, equipment etc

- 11. Membership subscriptions:** Deborah spoke to Greg Nolan who confirmed there had not been any duplicate subscription payments. Actioned
- 12. Club Master Plan:** there are significant community grants we could potentially tap into. It seems having a master plan would be helpful in identifying what grants to target. A suggestion from a member was that we could replace our result display with a touch screen display. Nigel
- All other items from the previous minutes have been actioned.

CORRESPONDENCE: Deborah

The correspondence list from 15th March - 4th April was tabled. Moved Jan, seconded Ros, that incoming and outgoing correspondence be accepted. Carried.

BUSINESS ARISING FROM CORRESPONDENCE:

- 13. Membership booklet:** quotes were obtained from three (3) local printers - Bayside Print Solutions (Capalaba) \$637 + \$198 set up fee; DesignLine Graphics (Cleveland) \$890 + GST; & Koala Graphix Prints (Cleveland) \$770 + GST. We've identified two hundred and fifty (250) as the quantity needed. Molly offered to speak to Bayside Print to ask them to reduce their price ... a form of good will. Molly
- 14. KM Smith Funerals** - agreed to continue with membership booklet sponsorship to the tune of \$200; mistakenly made duplicate payments Colin
- 15. Redland Community Centre** - chocolate drive for Easter. Not thought to be feasible. NFA
- 16. Rightway Design** - customised playing cards. Pass onto Carradine. Deborah
- 17. Cancer Council** - seeking a donation Relist
- 18. Flood Relief** - a total of \$361.30 was donated by members over a one (1) week period. It was decided to augment that figure and make a Club donation of \$500. Colin
- 19. Raffles** - it was decided not to resume running raffles. Actioned
- 20. Easter Friday** - three (3) tables are considered a minimum to warrant playing. Expressions of interest from Friday players are to be sought to see if it's feasible this year. Ros

TREASURER'S REPORT: Colin

For the month of March 2022, Colin presented the following:

1. **Executive Summary**
2. **Payable Invoices Summary**
3. **Budget Variance**
4. **Overall Budget Summary**

Colin answered Nigel's question and confirmed that the value of the building was included in the list of fixed assets because it is an asset the Club had invested in.

Moved Colin seconded Deborah that the Treasurer's report be accepted. Carried.

DEALER'S & MASTERPOINT SECRETARY'S REPORT: Carradine

In her report, Carradine commented on cards being affected by sticky or oily residues and becoming difficult to play. She requested that directors announce before each day's play that eating esp. nuts and dried fruits while playing is not permitted. The use of hand sanitiser is also thought to play a significant part in making cards hand to handle. There was a consensus that cards should be replaced when they're hard to

handle. Notes placed in the back of caddies, regardless of whether they went through the dealing machine or not, need to be taken into account.

EDUCATION REPORT: Nigel

We have a limited number of new students and three (3) repeat students. There is a roster for supervised play to cover times when either Deirdre or Nigel is away. Robina Cooper and Barb Mackay are in charge.

CONGRESS REPORT:

Sebastian reported we had six (6) novice teams including one (1) youth team and eight (8) ≤500MPs teams. He added that Redlands Bridge Club teams had acquitted themselves creditably. Prizes were restricted to 1st place (\$180) in the Novice and 1st (\$180) and 2nd (\$120) in the restricted.

A profit of \$400 was achieved.

Discussion arose re the children aged nine (9) and eleven (11) in the youth team. They were immature, easily distracted and had very limited interpersonal relationship skills. Sebastian is to speak to Michael Gearing to see what the stance on junior participation is and what constitutes a 'youth'.

One (1) issue arising on the day was identifying that the freezer the ice creams were put into didn't keep them frozen. Minus 15°C was stated to be the freezer setting required to keep ice cream frozen. A container of water is to be placed in the freezer to see if it freezes. Discussion arose re turning that fridge off and using the full freezer instead. It seems we need all the fridge/freezer capacity we have for events where food storage is required e.g. Christmas Party etc

DIRECTORS' REPORT:

Ros reported that things were progressing as expected. She said she's involving Max in any calls on Thursdays and that Max, Tom and Nigel are to be involved in learning how to set the room up for play.

WORKPLACE HEALTH & SAFETY:

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

MAINTENANCE:

21. Roof leak - following recent rain, a roof leak above the defib station became evident. Tom France inspected the roof. He couldn't find any obvious water access points under the solar panels but said there was accumulated gunk building up. He removed the stained ceiling panel and repainted it. He suggested that we should get the solar panels cleaned - in and underneath - at the same time as the gutters in future. He also said there was evidence of rodent activity in the ceiling.

The committee is not aware of any other maintenance issues at present.

NEW MEMBERS: Robina

Membership applications have been submitted by:

Di Morris &

Loren Leader (rejoining)

Moved Colin and seconded by Mick that the applications be accepted. Carried

GENERAL BUSINESS:

22. Committee profile for Trumpit - Robina can approach committee members individually to ask if they'd be interested in being involved.

NEXT MEETING: Tuesday 10th May 2022 at 1:30pm.

CLOSE: 2:55pm

Confirmed: _____ Date: _____