

REDLAND BRIDGE CLUB INC
MINUTES OF COMMITTEE OF MANAGEMENT MEETING
MONDAY 9 NOVEMBER, 2020

OPENED: At 9.30 am Mike declared that all available were present and opened the meeting.

PRESENT: Mike Souter (Chairman), Robina Cooper, Max Latimer, Glenda Lock, Donna Noble, Molly O'Donohue, Doug Sands

APOLOGIES: Gill Ross

MINUTES OF PREVIOUS MEETING held on 12 October, 2020: Moved Max, seconded Robina, that the minutes of the previous meeting as emailed on 12 October are a correct record.
Carried.

BUSINESS ARISING FROM THE PREVIOUS MINUTES:

1. **Procedure for Handling Table Fees:** Doug to re-draft the procedure. DOUG
2. **ABF Facebook Marketing:** Doug reported that Donna's daughter Jessie had produced the advertisement for the Facebook Landing Page. There had been 229 hits on the site from 1st to 22nd October with 35 expressions of interest for the Beginners' Class. From these, six people joined the October class and 3 have registered for the March class. Max to arrange payment of \$566.49 to Donna. Doug to lodge request for subsidy from ABF. MAX, DOUG
3. **Garden Maintenance:** Committee noted that the native grasses have been planted and the mulch has been spread in the circular garden. Doug to chase-up Leigh to complete the mowing and the other work. DOUG
4. **Reprinting Club Rules:** The order has been placed with Snap Printing for 100 copies with colour photo on the cover. A proof has been reviewed. Awaiting delivery. DOUG
5. **COVID-19 Safety Plan:** Committee resolved to: 1. Cease collecting Health Declaration forms for each session effective immediately, but members are required to submit a form the first time they return after the lockdown; 2. Continue taking temperature readings of members at each session but not recording them; 3. From Monday 16 November, the club will make hot water, tea, coffee and milk and chilled water available at the clubhouse. Club cups may be used but no food is to be supplied by the club. Doug to redraft COVID Plan. DOUG
6. **Clubhouse Sessions:** Committee resolved that online bookings continue for Monday, Wednesday and Friday sessions. Online bookings will not be required for Tuesday and Saturday sessions until the average attendance for these sessions gets up to 26 pairs. DOUG
7. **Red Point Days:** Committee approved the following Red Point days for December: Sat 5th, Fri 11th, Wed 16th, Tue 22nd and Mon 28th. DOUG
8. **Bidding Boxes:** Bidding boxes are available to members who request them.
9. **Newspaper Advertising for Beginners' Class:** Doug reported that three people responded to the one advertisement in the Redland City Bulletin which cost \$220. Committee resolved to discontinue newspaper advertising for now.
10. **Branch over Roof:** Doug to chase-up Leigh to remove a branch scraping on the north east corner of the roof. DOUG
11. **Acuity Session Booking Software:** Committee resolved to continue with the Altosoft program linked to our website for booking sessions for now. Molly offered to assist Donna and Gill with session bookings. DONNA

All other items from the previous minutes have been actioned.

CORRESPONDENCE: The attached list of correspondence from 12 October to 3 November was tabled. Moved Doug, seconded Molly, that the incoming and outgoing correspondence be accepted. Carried.

12. Trumpit Editor: Committee noted Pauline's resignation as editor of the Trumpit. Max to consider taking on this role. Max to talk to Pauline about the job requirements. MAX

TREASURER'S REPORT: Max tabled the attached financial report for October, which showed a good profit for the month due to increasing table fee income. Moved Max, seconded Robina, that the report be received. Carried.

13. Credit Card: Mike to speak to Suncorp about whether it is possible for the club to get a credit card. MIKE

DEALERS' AND MASTERPOINT SECRETARY'S REPORT: The November report from Carradine Lucas was tabled and discussed. Moved Doug, seconded Glenda, that the report be received. Carried

14. Neville Langford Trophy: Committee accepted Carradine's recommendation that no Neville Langford trophy be awarded this year due to the limited number of red point events

EDUCATION REPORT: Doug reported that 20 people had registered for the current Beginners' Class and six for next year's class.

DIRECTORS' REPORT: No report

WORKPLACE HEALTH AND SAFETY: The committee is not aware of any workplace health or safety issues at present, other than COVID-19.

15. Annual Fire Safety Report: Moved Max, seconded Glenda, and carried that the annual fire safety report dated 31 October 2020 be accepted. (copy attached).

16. Annual Review of Fire and Evacuation Plan: Doug reported that the Plan had been reviewed and that no amendments were required. Moved Donna, seconded Max, and carried that the 2020 Fire and Evacuation Plan be approved.

MAINTENANCE: The committee is not aware of any maintenance issues at present other than the items listed elsewhere in these minutes.

17. Testing and Tagging of Electrical Items: Doug advised that our electrician had carried the electrical testing and tagging on 19 October. No defects were found.

NEW MEMBERS: Nil this month

GENERAL BUSINESS:

18. Session Size: Committee resolved to limit each session to 30 pairs. DONNA

19. 2021 Calendar: Committee approved the draft 2021 club calendar prepared by Ros Putland and Carradine Lucas. Thanks ladies.

20. Facebook Contributions: Donna encouraged all members to place comments and/or photos on the club's Facebook page.

21. Christmas Day: Committee resolved to not have a playing session on Friday 25 December 2020.

22. Christmas Decorations: Molly to arrange some seasonal decorations. MOLLY

23. Christmas Party: Committee noted that a Christmas party as done in the past is not possible this year due to COVID restrictions. Donna to enquire whether a caterer is available to provide a small individually packaged Christmas lunch at the end of the sessions on Tue 15, Wed 16 and Fri 18 Dec.

NEXT MEETING: To be held Monday 14 December 2020 at 9:30 am.

CLOSE: There being no further business, the meeting was closed at 10.55 am.

Confirmed: Chairman:.....*M. Souter*..... Date.....14 Dec 2020.....