

**REDLAND BRIDGE CLUB INC**  
**Management Committee Meeting Minutes Tuesday 9<sup>th</sup> April 2024**

- Welcome:** At 1.30pm Nigel Cleminson declared a quorum to be present and the meeting was duly constituted. Nigel thanked all for their attendance. He declared that the Redlands Bridge club is solvent. He has determined that there are no conflicts of interest in any item on today's agenda.
- Present:** Nigel Cleminson, Anne Ormerod, Di Elliott, Max Latimer, Robina Cooper, Avra Bowler, Cathy Mathieson, Michael Souter, Tom France
- Apologies** Nil

**1. MINUTES OF PREVIOUS MEETING HELD 12<sup>th</sup> March 2024**

The minutes were tabled and accepted as a correct record of proceedings. Moved: Nigel Cleminson, seconded. Carried.

**Business Arising from Minutes of Previous Meeting:**

- a) Continued requirement for members to be instructed in the use of the fire extinguisher and safety blanket. TOM
- b) Dates for 2025 congresses have been sent to Kim Ellaway and agreed. Also the first congress for 2025 will now be for Under 500MP Graded. NOTE
- c) Regarding the letter of complaint by Michael Souter concerning James Williamson, he has agreed not to proceed with any further action. NOTE
- d) Regarding the handwritten note distributed by James Williamson and referred to in the email from Jane Whelan, a further request will be sent to James asking for an explanation of how it was copied and distributed since he has not responded to the first request. CATHY
- e) Regarding the letter of complaint from Di Elliott, a formal reprimand has been sent to Michael Souter expressing extremely strong disapproval of his actions. CATHY
- f) Michael Souter was strongly urged to withdraw his nomination to become Vice-President. He declined NIGEL
- g) A letter of reply was sent to solicitor Jude Ellyett regarding the demand from Bill Morgan. CATHY
- h) No motion will be required at the next Annual General Meeting re the position of immediate past president since legislation now makes it illegal. NOTE

**2. CORRESPONDENCE:**

The correspondence list from the 12<sup>th</sup> March to 8<sup>th</sup> April was tabled. It was moved Nigel Cleminson, seconded Di Elliott that the list be accepted. Carried.

**Business Arising from Correspondence:**

- a) Further letters from Ellyett Law. Transfer to general business NOTE
- b) Following several resignations from director duties, the director roster will need to be updated. NOTE

**3. TREASURER'S REPORT:** Anne

The Treasurer's report was tabled. Moved Anne Ormerod, seconded Nigel Cleminson, that the report be accepted. Carried

**4. DIRECTORS REPORT: Nigel**

- a) Ros Putland, Neil Casey and Warren Moore have announced that they are withdrawing from directing duties. Nigel has taken on the role of Coordinator of directors. Michael Souter will produce director rosters as they become due.

**5. DEALERS & MASTERPOINT SECRETARY'S REPORT: Carradine**  
**MASTERPOINT SECRETARY REPORT APRIL 2024**

The Membership Secretary (Robina) and I completed the Annual membership Cancellations return for the ABF over 2 ½ hours on the afternoon of Tuesday 26 March. This time was in addition to the time already spent by Robina in transforming the Membership Payments report from the Treasurer into the format needed for us to complete the Cancellations return. We had 39 cancellations and now have 182 home club members and 19 associate (away) members; there were 3 transfers out to other clubs. Thankyou to Anne and Robina for their invaluable assistance.

The remaining green points for the first quarter of 2024 were uploaded to the ABF Masterpoint Centre website on the morning of Saturday 30 March with the exception of those for the last week of December 2023 – these sessions had been deleted from Compscore3 and I have had to retrieve the results from the Results page on our website and compile them manually. These have now been uploaded to the ABF and will appear on the update at the end of April.

The quarterly reports from the ABF Masterpoint Centre have been received; the Ranking report, the Promotions, the Congress and the Intra-Club performances reports have all been copied and placed on the noticeboard and the invoice for the quarterly points and the annual capitation fees has been given to our Treasurer. The reconciliation of the ABF memberships reports with our database is in progress.

**NO DEALERS' REPORT**

**6. EDUCATION REPORT: Nigel**

- a) Lessons are proceeding according to schedule. With some previous beginners coming back for a second run-through there are two tables of attendees. The new projector is operating very well.

**7. WORKPLACE HEATH AND SAFTEY: Tom**

- a) There is a requirement that members are instructed in the use of the fire extinguisher and safety blanket. TOM

**8. MAINTAINENCE: Max**

- a) The rear gutters are damaged and full of twigs and leaves. We will need a contractor to make repairs.

**9. NEW MEMBERS: Robina**

- Nil

**10. GENERAL BUSINESS:**

- a) Motion *“That All correspondence received by the club must be tabled before the committee meeting and any action arising from correspondence must be the decision of the committee.”* CARRIED
- b) Fiduciary Duties have been assigned. The usual quartet of president, treasurer, secretary and vice-president will have signing authority. Banking will be done by Phyllis Rankin. Max Latimer is to take over the debit card for small purchases.  
NOTE
- c) With regard to the assignment of duties and preparation of directors’ roster, the standard form for committee responsibilities was filled out and handed to the secretary for typing up. NIGEL
- d) Arranging the bank signatories and purchase of debit card will be arranged as soon as possible. NIGEL
- e) The issue of paid directors for honour board events was discussed. The committee felt that a non-playing paid director should be used for these events whenever possible. After some discussion, it was decided that the director fee for an in-house director should be \$100 per session. It will be necessary to raise the table fees to \$10 per player to cover this. NIGEL
- f) Following the receipt of letters from Bill Morgan via his solicitor Jude Ellyett, there was an extended discussion and debate within the committee about the validity of the claims being made. It was agreed that identical letters should be sent to all named parties, reminding them of the need to behave in a polite and amicable manner when at the bridge club. It was further agreed that the grievance procedure should become much more prescriptive and timely, with a mechanism for mediation as spelled out in the OFT communication on this subject. Following this procedure should ensure all matters raised in future will be dealt with appropriately.

**Next meeting:** Tuesday May 14th, 2024, at 1.30pm.  
**Close:** There being no further business, the meeting was closed at 4.45 pm

Confirmed: \_\_\_\_\_ Date: \_\_\_\_\_