

REDCLIFFE BRIDGE CLUB INC
MINUTES FOR THE MANAGEMENT COMMITTEE MEETING
Held on Thursday, February 11, 2021 at 1.40 p.m.
At the Clubhouse, 2a Irene Street, Redcliffe

1. **Attendance:** Fay Jeppesen (Chair), Melissa Weber, Wayne Parker, Ron Elmes, Steve Woodrow,
Apologies: Annette Hyland, Ross Shardlow.
2. **Minutes of the Management Committee Meeting held January 14, 2021** were tabled. It was moved by Wayne and seconded by Steve that these minutes be confirmed as true and correct. **Carried.**
3. **Business arising from the Minutes of January 14, 2021 and Progress of Actions:**
 1. [5/11] Finalize Position Descriptions and make available in clubhouse. It was moved by Wayne and seconded by Ron that we endorse the Position Description document as tabled. **Carried.** Wayne will place a copy in folder in clubhouse and under the Documents tab on the website.
 2. [5/11] Finalize procedure and Incident Report for medical incident. **Ongoing** Ron
 3. [17/12] Arrange tagging and testing of electrical equipment **Ongoing.** Ron
 4. [14/1] Check lease document to see if RCD checking is included. We are awaiting return of new lease document from MBRC. **Ongoing.** Ron
4. **Correspondence and Business Arising**
 1. **OUT** 14/1/21 Steve emailed Julie Jeffries to advise cancellation of 3 way challenge.
 2. **OUT** 15/1/21 Fay sent Pianola advice to members re various things.
 3. **IN** 15/1/21 Janet Franklin sent an email thanking the committee for doing a marvellous job throughout the pandemic.
 4. **IN** 15/1/21 Kim Ellaway sent an email asking for AGM nominations.
 5. **OUT** 17/1/21 Melissa advised Lorraine that we are staying with the provision of only sweet biscuits.
 6. **IN** 18/1/21 Kim Ellaway sent a copy of Management Minutes for January.
 7. **IN** 28/1/21 Matt Raj sent advice of ABDA AGM 2021 Zoom meeting on 21 Feb.
 8. **IN** Invoice for ABDA membership fees received for Sandra, Steve and Maurice.
Steve advised that there is no value in this subscription which he has had for a number of years and finds absolutely useless. Steve proposed and Melissa seconded that we discontinue all subscriptions to this service. **Carried.** **Melissa** to advise ABDA and Sandra and Maurice.
 9. **IN** 28/1/21 Kim advised that the latest QBA bulletin has been posted on the website.
 10. **IN** 8/2/21 Application received from U3A to use our premises for a Mah Jong class on a Wednesday. As discussed last month, our committee feel this would not be appropriate for a number of reasons. We have Covid related obligations which would complicate a sub-lease and our first obligation is to protect our members. Also, there is a possibility that we may need to use the premises ourselves on a Wednesday at some point in the future, perhaps for education purposes. It is the only day other than Sunday that the premises are free. **Melissa** to advise U3A of our decision.
 11. Maurice Sanders sent an email asking why the committee had not passed on the ABF reduction in affiliation fees to our members. Melissa found a copy of the QBA advice regarding this matter which states that ABF affiliation fees will be \$16.10 but clubs will only be invoiced \$10. This reduction in the charge is "a subsidy to clubs to nominally assist with their Covid-19 costs". It is

intended to benefit **clubs** not **members** and it is on this basis that we invoiced members for their usual \$42. **Melissa** will advise Maurice accordingly.

Melissa moved and Steve seconded that the Incoming Correspondence be accepted and the Outgoing Correspondence be endorsed. **Carried.**

5. Treasurer's Report (Wayne)

Wayne tabled his report. He advised that a Square Terminal had been purchased but there is an issue with using it. The company who provides it do not support Not-for-profit organizations. After speaking with their representative Wayne is confident that we can use it but it will take 4-6 weeks to activate.

Wayne moved and Steve seconded that the Treasurer's Report as tabled be accepted and the payments ratified. **Carried.**

6. Membership and Masterpoint Report (Annette absent)

Wayne advised that we have 4 member applications:

Phillip McMahon was proposed by Wayne Parker and Seconded by Fay Jeppesen. He is a lapsed ABF member and is applying for Home club membership.

John Henderson was proposed by Fay Jeppesen and Seconded by Wayne Parker. He is an existing ABF member applying for Home Club membership at Redcliffe.

Don Scown was proposed by Wayne Parker and Seconded by Peter Murray. He is an existing ABF member applying for non-home membership.

Judith Scown was proposed by Wayne Parker and Seconded by Peter Murray and is also an existing ABF member applying for non-home membership.

Ron moved and Melissa seconded that we accept the four membership applications above. **Carried.**

Wayne advised that the following members have advised that they will not be renewing their memberships: Margaret Cullen, Helen Holland, Vera Kennedy, Pat Scott-White, Mark Stewart and Angela Stewart.

7. Tournament Organiser Report (Steve)

Steve presented an "Information for Players" document relating to the Championship Teams event to be played in March. After some discussion and suggestions, Steve advised that he will finalize this and issue to members via Pianola. After some discussion the following motion was proposed with regard to the Teams Championship on 11 March, 2021:

- (a) Entry fees will be \$10 per player.
- (b) A light sandwich lunch will be provided.
- (c) Prize money of \$100 to the winning team and \$60 to the Runner-up team will be issued.
- (d) Alan Gibson will be paid \$250 plus tolls and will be provided with lunch for his role as director.

This was proposed by Steve and seconded by Ron. **Carried.**

8. Building and Maintenance Report and O.H. & S. Report (Ron)

- (a) Ron advised that plumbing repairs had been done in the Men's toilets. Wayne confirmed the invoice has been paid with half paid by the Snooker Club.
- (b) Pest Control has been done. The Snooker Club was invoiced separately for their portion.
- (c) Ron has purchased a Log Book for the purpose of Testing and Tagging of electrical equipment. Ron has started completing the log book and has numbered our equipment. After receiving 4 estimates for this job Ron proposed and Melissa seconded that we engage Jason Wicks Electrical to test and tag our electrical equipment at an approximate cost of \$230. **Carried.**
- (d) Ron advised that our First Aid Kit is complete and up-to-date. He is still working on documentation and procedures for medical incidents.

9. Education Report (Ross absent)

Ross emailed a report including his opinion that the Friday Novice session has started well, and additional mentors have commenced. There are still some members who would like to play on a Friday but don't fit our current parameters.

After some discussion it was decided that we should simplify the requirements. Melissa proposed and Steve seconded that: "The Friday session be open to pairs where either:

- (a) Each member has less than 100 points, or
- (b) One members is a rookie with less than 30 points and their partner my have any points(unlimited)." **Carried.**

This allows absolutely everyone to participate but will hopefully still provide a fairly even competition with experienced players being handicapped by having a Rookie partner. These partnerships do not need to be part of the mentoring program. Rookies are to be limited to 4 games in the official mentoring program. This can be phased in – where Ross has already asked members to mentor they can have the 4 free games with the person they are currently mentoring, but on an ongoing basis, Rookies will be limited to 4 mentoring sessions in total. After that they may play with a mentor but there will be no free games involved.

10. General Business

- (a) Fay proposed and Steve seconded that one of our members be awarded Life Membership. This proposal was endorsed by the committee and will be presented for voting at our next AGM.
- (b) It was decided to continue temperature testing for now.
- (c) It was decided not to change our current requirement that non Redcliffe members can only play at our club when playing with a member.
- (d) Presidents Day was discussed. It was agreed that with the current economic climate and business's suffering Covid-related problems, it is not appropriate to go around asking for donations this year. It was agreed that the Presidents Day 2021 will simply be a competition with the winners names going on the shield ,and there will be no fund raising and no charitable donations.
- (e) Tuesday night play. There have been a few members querying whether this will be restarting. Fay will raise this topic in her next newsletter and ask for members to indicate their interest.

11. Close and date of next meeting. The meeting was closed at 4 p.m. Our next meeting will be Thursday 4 March, 2021 at 1.30 p.m.

Action List

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|---|-----|
| 1. [5/11] Finalize Procedure and Incident Report for medical incidents. | Ron |
| 2. [17/12] Arrange tagging and testing of electrical equipment. | Ron |
| 3. [14/1] Check our lease document to see if RCD checking is included. | Ron |

Confirmed as true and correct by:

Fay Jeppesen (President)

Melissa Weber (Secretary)

Date: 4/03/2021

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Minutes 21.2.11doc

13/2/21

Redcliffe Bridge Club Inc. - TREASURER'S REPORT - February 2021

Tabled at Management Committee Meeting of 4 March, 2021

1. Cash Holdings

\$7,558.11	Cash at Bank Account
\$16,098.23	Business Saver Account
\$500.00	Petty Cash
\$1,251.20	Cash on Hand
\$270,000	Term Deposit no. 125784107 - 12 mths at 1.70% maturing 19/4/2021
<u>\$110,000</u>	Term Deposit no. 167430388 - 12 mths at 1.70% maturing 13/4/2021
\$405,407.54	Total

2. Expenses

\$3,212.78 List of expenses attached.

3. Liabilities

\$110.05 Coles Customer Account card.

4. Profit & Loss

A Profit & Loss statement for last month is attached.

P & L Summary	Feb-21	Last Yr	Year to Date from 1 April	YTD Variance
Table Fees	\$ 4,133.00	\$ 4,205.00	\$ 21,729.00	-\$ 30,899.00
Total Receipts	\$ 7,643.00	\$ 8,930.51	\$ 40,377.81	-\$ 34,138.53
Expenditure	\$ 3,212.78	\$ 5,001.32	\$ 39,918.94	-\$ 24,157.44
Surplus/Loss	\$ 4,430.22	\$ 3,929.19	\$ 458.87	-\$ 9,981.09

Notes:

1. Table Fees - Nearly as good as last year, Tuesday night would have made up the difference.
2. Membership Fees - 17 new members this financial year, 25 Away and 124 Home renewals paid.
5. Year-to-date we are showing a profit of **\$458.87**.
6. Free Games for the month - \$525.00.

I move that the Treasurer's report as tabled be accepted and the accounts paid be ratified.



Wayne Parker
Treasurer