

REDCLIFFE BRIDGE CLUB INC
MINUTES FOR THE MANAGEMENT COMMITTEE MEETING
Held on Thursday 14 October, 2021 at 1.15 p.m.
At the Clubhouse, 2a Irene Street, Redcliffe

1. **Attendance:** Fay Jeppesen (Chairperson), Melissa Weber, Wayne Parker, Carol Bailey, Max Kershaw, Steve Woodrow, Elly Ten Hacken, Annette Hyland, Ron Elmes **Apologies:** Nil
2. **Minutes of the Management Committee Meeting held September 9, 2021** were tabled. It was moved by Melissa and seconded by Ron that these minutes be confirmed as true and correct. **Carried.**
3. **Business arising from the Minutes of September 9, 2021 and Progress of Actions:**
 1. [12/8] Carol to finalize OH & S Manual. Done
 2. [9/9] Melissa to finalize Position Description document and update copy in the Clubhouse and ask Wayne to update link on website. Done.
 3. [9/9] Max to investigate possibility of further Andy Hung lessons. Done.
 4. [9/9] Melissa to send reply to Aust Volunteer Coastguard. Done
 5. [9/9] Wayne to reply to council request re Key Register information. Done
 6. [9/9] Steve to issue Novice Pairs Championship Conditions of Entry. Done
 7. [9/9] Elly to contact our absent Members. Ongoing.
 8. [9/9] Wayne to check out better options for our booking system. Wayne advised that he has spoken to Caboolture Bridge Club – they use a self-designed system but they are not happy with it and are looking to change. Toowong have a system which is also used by some golf clubs and seems to work well. Using it would cost \$100 for set-up and then ongoing fees of \$190 per year which is not dissimilar to what we pay now for our booking system. It does allow members to delete and change their own bookings. New members would need to be added to the data base by Annette as she processed their membership. Wayne recommended that we don't make any change to our system, noting that Covid restrictions on numbers should soon be a thing of the past, so we may not be using any booking system after Christmas. Everyone agreed that we should leave things as-is for now.
4. **Correspondence and Business Arising**
 1. **IN** 10/9/21 Midge emailed to thank us for organizing the Andy Hung workshops.
 2. **IN** 10/9/21 Northern Suburbs emailed to remind us about teams of 3 on 26 Sept.
 3. **OUT** 13/9/21 Wayne replied to MBRC email about Key Register.
 4. **OUT** 13/9/21 Fay wrote to Kim Ellaway about members agitating about having to wear masks asking for her advice.
 5. **IN** 12/9/21 Ross Shardlow forwarded a proposal from Peter Hancock regarding Tutorial storage and sharing.
 6. **OUT** 14/9/21 Melissa wrote to Chris Shardlow of the Australian Volunteer Coast Guard Association, advising that we will keep them in mind for a future charitable donation.
 7. **IN** 20/9/21 QBA emailed us about the Teams of 3 at NSBC.
 8. **IN** 8/9/21 Andy Hung sent invoice.
 9. **OUT** 13/9/21 Max asked Andy if he was available to do some more training sessions.
 10. **IN** 13/9/21 Andy advised that he is flying back to WA but expects to be back in Brisbane at the end of November and suggested that he could do one or two sessions for us in early December.

11. **OUT** 14/9/21 Max confirmed to Andy that we would like him to do 2 sessions in December and requested that Andy contact us closer to the date to discuss times and topics.
12. **IN** 20/9/21 One of our members sent an email listing reasons why she thought she should be able to play at our Club without a mask. Melissa forwarded this to email to Kim Ellaway of the QBA. **IN** 21/9/21 Kim advised that she had spoken to this member who now accepts that she can't play without a mask. **OUT** 22/9/21 Melissa responded to the member's email.
13. **IN** 23/9/21 Advice received of Caloundra Graded Pairs Congress on 21 Oct.
14. **IN** 23/9/21 Sue Kennard emailed congratulating the committee on devising and continuing the Friday session for novices, including mentoring.
15. **IN** 24/9/21 Mask advice from QBA.
16. **IN** 24/9/21 Email from QBA with details of Gold Coast Congress including advice that all players must be fully vaccinated unless they have proof of a medical exemption preventing vaccination.
17. **IN** 24/9/21 Another QBA email about latest mask rules.
18. **IN** 27/9/21 Julie Jeffries asks Clubs to consider if we should drop the Rookies section of the Interclub Teams this year due to Covid restrictions on space at Arana.
19. **OUT** 30/9/21 Melissa replied to Julie saying "yes" that would be O.K., but perhaps it could be moved to a larger venue so that all grades including Rookies could play.
20. **IN** 27/9/21 Email received from Jenny Deardon who is not currently an ABF registered player but is interested in playing in our Novice competition on Friday. **OUT** 30/9/21 Melissa replied advising her of how she can join the club.
21. **IN** 29/9/21 Request for help from Kim Ellaway, asking if we could appoint a "MyABF" help person at our Club. Those of us who have used MyABF felt that we had enough trouble using it ourselves and didn't feel qualified to offer our services to help others.
22. **IN** 27/9/21 Australian Bridge advised that the Australia Wide Open Pairs will be further delayed with the new date being 25-31 January, 2022.
23. **IN** 28/9/21 Ken Griggs emailed Fay asking about Melbourne Cup arrangements. There was a lengthy discussion on Melbourne Cup Tuesday play with approval for \$30 to be allocated for prizes and Ken was advised accordingly. It was decided that with Covid restrictions there will be no party as QBA advice was that kitchens should be closed. Annette will consult with the Tuesday night players to see if they want to go ahead with a night session on Melbourne Cup day.
24. **OUT** Fay replied to Carol with some suggestions re the OHS documents.
25. **IN** 3/10/21 Step bridge advised of online graded congress on 31 October.
26. **IN** 5/10/21 Entry form received for Toowong Graded Pairs on 28 November.
27. **IN** 8/10/21 QBA advice re being back to 1 per 2 square metres.
28. **IN** 11/10/21 QBA advised that due to Covid restrictions the Brisbane Zone Interclub Teams for 2021 has been cancelled. The date for the 2022 Interclub Teams will be Sunday 20 November.
29. **IN** 13/10/21 Real Deal Bridge sent notice of Inaugural Grand National Novice Pairs 2021. Real Deal Bridge is an Online Bridge business and it was agreed that we don't want to be promoting this to our members.
30. **IN** 14/10/21 Kim Ellaway sent QBA Open Teams Report.

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

5. Treasurer's Report (Wayne)

Wayne tabled the Treasurer's Report for September. Year to date profit after 6 months is \$2,428.60. Melissa confirmed that she has logged into Suncorp Internet Banking during the last month and verified the existence and approximate amounts of the accounts listed in the Treasurer's Report, including our Term Deposits.

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

6. Membership and Masterpoint Report

Annette advised that we had no new members during the last month, and that our current numbers stand at 182 Home and 33 Non-home members.

Annette advised that the ABF Masterpoints website has had considerable problems this month. The website was disabled for a number of days starting at midnight on 27 September. The website is now functional but the administrators are still working on getting all data up-to-date. Some masterpoints for some Club's have been updated for September, but none of Redcliffe's masterpoints have been added yet. This is out of our control and should be rectified some time soon.

7. Tournament Organiser Report

Steve advised that the Program Book should be finalized by the time we have our next meeting. It will be sent to all MC members for perusal prior to the meeting so that we can approve it at the meeting.

There was much discussion about whether we should make changes to our current schedule of sessions.

Melissa advised that she had polled the Tuesday players on whether they would play on Wednesday morning as an alternative. A number of the Tuesday players have other commitments on a Wednesday, and only about half of those present said they would play on a Wednesday morning instead of Tuesday, so it seems best that we continue with Tuesdays. We have had a slight increase in numbers over the last few weeks.

Several members have requested that we have an Open section on Fridays. It was decided that we could possibly start an Open section on a Friday to run concurrently with the existing Novice session. In addition, as the current Novice competition is so popular, we should see if there is any interest in adding a Novice section on a Monday afternoon, to run concurrently with the existing Open competition. If there is sufficient interest in an Open section on a Friday, Ross will be consulted as to the best way to do this. It was proposed by Steve and seconded by Carol, that Melissa send a message out via Pianola asking members to indicate their interest in playing if we add these sessions. **Carried** (noting that Max voted against this).

Fay requested that the Director on Thursday 11 November is to ensure that a minutes silence is held.

8. Building and Maintenance Report (Ron)

Ron advised that he has examined all the chairs to find the ones which need replacement caps on the bottom of the legs and that he has stacked the deficient ones at the side of the room. He has found caps at Bunnings which could be used. Wayne advised that we had previously purchased them from Bendix and that we do have some spares – he will show Ron what we have available.

Ron advised that he had received some complaints that the dishwasher is not cleaning the cups properly. He has researched dishwashers and suggested that can buy a decent one for around \$700. Carol then examined the filter in our dishwasher and found that it was not properly in place. She fixed it in place and we will now wait and see if this fixes the problem.

9. O.H & S Report (Carol)

Carol tabled the Policy document which she has been working on, including the changes suggested by Fay after reviewing the draft she sent out during the month. After some discussion Carol proposed and Annette second that we approve the Occupational Health and Safety Policy document subject to the amendments discussed. **Carried.**

Fay commended Carol for all the work she has put into this document.

Annette moved and Ellie seconded that we amend our By-Laws to state that the OH & S Policy document be reviewed annually when a new Management Committee commences. **Carried.** Melissa to include this in the Proposals for our 2022 AGM.

10. Education Report (Max)

Max tabled his Education officer's report no. 5.

Several MC members commented that the Bridgemate Workshop documents provided by Wayne are an excellent resource.

Max proposed and Carol seconded that we engage Andy Hung for 2 more workshops in December. **Carried.** Max asked for topic suggestions. Carol suggested that many members seem to dislike playing No-Trumps so maybe this could be a topic for one session. No other topic suggestions forthcoming, it was agreed that Max will bring details to the next meeting of topics previously suggested by Andy and we will choose then.

The proposal to place the video tutorials for beginners on our website was discussed. It was felt that even though these training sessions have been very well received, and some members have expressed an interest in being able to access the video recordings in the future, they are not professional quality and it is not appropriate to place them on our website which is open to the general public. It was agreed that Wayne will talk to Peter Hancock about how we can make the links available to our members. Max proposed and Annette seconded that we authorize Wayne to establish the necessary protocols to enable our members to access these video presentations. **Carried.**

11. Welfare Report.

Ellie reported that some of the people who attended our beginner lessons in the past have not taken up membership and she has heard that they are playing bridge at home. She thought that she should call them to find out why they are not playing at the Club. It was generally agreed that it is not appropriate for us to be phoning people who are not members. We are interested in why current members are not playing at the Club, so Ellie will endeavour to contact them to find out.

12. General Business

A. Masterpoint Certificates. Annette advised that several members have queried why their masterpoint ranking certificates have not been received confirming their promotions. The reason is because the ABF is only doing quarterly mail-outs now instead of monthly, in order to save on postage costs.

B. Turning the Dishwasher On. It was noted that recently Maddie came in on a Friday and found that the dishwasher had not been turned on the previous day and there were not enough clean cups

available. It was decided that there is a committee member present at all sessions and it is their responsibility to ensure that the kitchen is tidy and the dishwasher turned on if Maddie is absent.

C. Vaccinations. The question of excluding unvaccinated members from play was raised. In light of the fact that the ABF is insisting on proof of vaccination for congress participants, it is very likely that we will follow suit and insist on vaccination for our members to play at the Club, but we will wait for further announcements and decisions by the government, before we make any decisions in this regard.

13. Close and date of next meeting. The meeting was closed at 3.30 p.m. Our next meeting will be Thursday November 18, 2021 at 1.15 p.m.

Action List

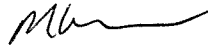
1. [14/10] Wayne to work with Peter Hancock on finding a way to allow members access to the video tutorials.

Confirmed as true and correct by:



Fay Jeppesen (President)

Date: 18 Nov 2021



Melissa Weber (Secretary)

Date: 18/11/21

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

Tabled at Management Committee Meeting of 14 Octoberber, 2021

1. Cash Holdings

\$5,069.20	Cash at Bank Account		
\$25,123.84	Business Saver Account		
\$159.60	Petty Cash		
\$0.00	Cash on Hand		
\$270,000	Term Deposit no. 125784107 - 12 mths at 0.40% maturing 19/4/2022	\$	1,080
<u>\$110,000</u>	Term Deposit no. 167430388 - 12 mths at 0.40% maturing 13/4/2022	\$	440
\$410,352.64	Total Cash Holdings	\$	1,520

2. Expenses

\$6,750.85 List of expenses attached.

3. Liabilities

\$0.00 Coles Customer Account card.

4. Profit & Loss

A Profit & Loss statement for last month is attached.

P & L Summary	Sep-21	Last Yr	Year to Date from 1 April	YTD Variance
Table Fees	\$ 4,435.00	\$ 2,571.00	\$ 25,221.00	\$ 20,409.00
Total Receipts	\$ 5,371.31	\$ 3,225.08	\$ 35,663.68	\$ 20,231.91
Expenditure	\$ 6,750.85	\$ 5,890.98	\$ 33,235.08	\$ 13,987.95
Profit / Loss	-\$ 1,379.54	-\$ 2,665.90	\$ 2,428.60	\$ 6,243.96


Monthly Notes:

1. Table Fees - Good player numbers despite Covid restrictions.
2. Additional Expenses can be attributed to Andy Hung training and Trophy boards.
3. With the extra costs - we made a LOSS for the month of September.

YTD Notes:

1. Overall, the club has made a SURPLUS of **\$2,428.60** for the financial Year-To-Date.
2. A deposit has been paid to Moreton Bay Boat Club for our Christmas Party.

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


Wayne Parker
Treasurer