

REDCLIFFE BRIDGE CLUB INC
MINUTES FOR THE MANAGEMENT COMMITTEE MEETING
Held on Wednesday May 19, 2021 at 1.03 p.m.
At the Clubhouse, 2a Irene Street, Redcliffe

1. **Attendance:** Ross Shardlow (Chairperson), Melissa Weber, Wayne Parker, Ron Elmes, Steve Woodrow **Apologies:** Fay Jeppesen **Late Arrival:** Annette Hyland joined the meeting at 1.50 p.m.

It was noted that Fay's absence is due to hospitalization and all of the members of the committee wish her a speedy recovery.

2. **Minutes of the Management Committee Meeting held April 15, 2021** were tabled. It was moved by Ron and seconded by Wayne that these minutes be confirmed as true and correct.
Carried.

3. **Business arising from the Minutes of April 15, 2021 and Progress of Actions:**

All actions have been completed.

There was some discussion about making Zoom available in the office. Wayne has advised that we can use our existing laptop for this and this laptop can be linked to the TV so that a group can see the screen. For attendees to have input into the meeting however, they will need to be in front of the laptop and close enough for the microphone to pick up their voice. It was noted that no special software is needed to attend a Zoom meeting – you simply give your email address to the convener of the meeting and they send you an invitation with a link to click. The only reason we can't use our desktops in the office is because you need a camera and microphone to use Zoom. Most laptops have these features and you can also attend a Zoom meeting using your mobile phone.

4. **Correspondence and Business Arising**

1. **IN** 15/4 Novice Report from QBA.
2. **IN** 15/4 Tournament Report for next weeks QBA meeting.
3. **OUT** 16/4 Melissa sent our 2022 Congress application to Kim Ellaway.
4. **OUT** 16/4 Melissa sent Andy Slater email re 2022 GNOTs saying we will probably hold ours Mid May the same as this year.
5. **IN** 16/4 Convenors Sunnybank Novice competition sent some information.
6. **IN** 16/4 Kim Ellaway forward information re QBA sponsoring pairs to attend Restricted Pairs in W.A.
7. **IN** 17/4 Kim Ellaway sent Accreditation Report to Council April.
8. **IN** 17/4 Kim Ellaway sent a Management Report for Thursday's meeting.
9. **IN** 17/4 Melissa wrote to David Lehmann to thank him for the Bridgemate boxes.
10. **OUT** 19/4 Melissa wrote to Maurice about Friday Sessions. **IN** Maurice sent a reply re Friday sessions.
11. **IN** 10/5 Brad from Australian Bridge sent some information in response to our entry of the Australia Wide Novice Pairs.
12. **IN** 12/5 Kim Ellaway sent the QBA Treasurer Annual Report.
13. **IN** 12/5 Kim Ellaway sent the April Minutes.
14. **IN** 12/5 Brisbane Festival Flyer received from QBA and put on our Congress Notice Board.

15. **IN** 12/5 Kim sent the 2021 Club Exam Nomination form.
16. **IN** 14/5 Paul Roberts emailed a Membership Application Form and requested our bank details which were sent to him in order for him to pay the fees.
17. **OUT** 14/5 Melissa sent a word perfect Notice of Motion Form to Elizabeth Gibson at her request.
18. **IN** 14/5 Brad from Australian Bridge forwarded Dealing Files for the Australia Wide Novice Pairs which were then forwarded to Steve.
19. **IN** 14/5 Toni Bardon sent an email and flyer(put on our Congress Notice Board) re the Zephyr Cup on 23 May.
20. **IN** 14/5 Kim Ellaway sent an email re the new "MyABF" program which is now operational and will be the only way to enter QBA tournaments from next year. This system will allow players to make online payments for tournament entry using "Bridge Credits". The money will be reimbursed to any Club's who use this system(less a transaction fee). **Fay** will provide our members with information about MyABF in her newsletter.
21. **IN** 15/5 Matt Raj sent ADBA Bulletin 63 May 2021.
22. **OUT** 16/5 Melissa emailed Certificate of Currency to MBRC.
23. **IN** 17/5 QBA sent Youth Report YE 31 March 2021.

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24. **IN** 22/4 Kim sent various reports for Thursday's meeting.
 25. **IN** 23/4 Kim sent AGM Agenda and Nomination Form.
 26. **IN** 24/4 Kim sent advice re Incorporated Association Law Changes from 22 June 2020.
 27. **IN** 22/4 Kim sent advice that NEURA Bridge for Brain Research will be in Dementia Week 20-26 September.
 28. **OUT** 24/4Fay sent an email to Nikki Ballard.
 29. **IN** 24/4 Kim sent a list of ANC Teams.
 30. **IN** 30/4 email from BBC re BBC Graded Pairs Entry form but form was not attached.
 31. **IN** 26/4 Julie Jeffries sent a list of GNOT qualified teams.
 32. **IN** 26/4 Kim sent an email regarding constitutions and following rules for AGMs.
 33. **IN** 26/4 Paul Marston sent an email re the online beginners lessons starting 4th of May.
 34. **IN** 26/4 Stephen Gallagher from Neura sent an email regarding Bridge for Brains.
 35. **IN** 2/5 Tony Bowmaker sent an email saying that the Paul Marsden course would put most beginners off in his opinion as it is incredibly and painfully slow with little covered in each session.
 36. **OUT** 6/5 Melissa sent a response to Tony.
 37. **IN** 7/5 Kim sent various reports for the postponed AGM to be held on 20th May.
 38. **IN** 6/5 AMC Cleaning sent Wayne an email asking for feedback.
 39. **IN** 10/5 Toowong Bridge Club sent an advice re a Joan Butts workshop on Defence at Toowong on 22 May and a workshop for those interested in Bridge teaching. These were placed on our Notice Board.
 40. **IN** 9/5 Kim Ellaway sent a draft copy of the 2022 calender.
 41. **IN** 8/5 Kim sent the 2020 QLD Masterpoint Secretaries Annual Report.
 42. **IN** 8/5 Kim sent a QLD Novice Pairs Report.
 43. **IN** 8/5 Kim sent advice of who has nominated for the QBA Management Committee and advised that no voting for any of the positions was necessary.

Ron moved and Wayne 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. He advised that the auditors have almost finished with our Annual Accounts.

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

6. Membership and Masterpoint Report

In Annette's absence, Wayne advised that we have 15 member application as follows (including 12 from the Beginners' class):

| Name | Proposed By | Seconded by |
|---------------------|--------------------|--------------------|
| Lesley Brown | Wayne Parker | Sue Kennard |
| Peter Handcock | Wayne Parker | Sue Kennard |
| Helen Gooderidge | Wayne Parker | Sue Kennard |
| Sally Huxley | Wayne Parker | Sue Kennard |
| Paul Roberts | Annette Hyland | Wayne Parker |
| Fay Lawrence | Wayne Parker | Sue Kennard |
| Debbie Pearce | Sue Kennard | Wayne Parker |
| Denise Holland | Wayne Parker | Sue Kennard |
| Rod Bell | Sue Kennard | Wayne Parker |
| Christine Broughton | Wayne Parker | Sue Kennard |
| Alex Bencsevich | Wayne Parker | Sue Kennard |
| Jan Bencsevich | Wayne Parker | Sue Kennard |
| Harriet Jakins | Wayne Parker | Sue Kennard |
| Lisa Balbour | Wayne Parker | Sue Kennard |
| Bernard Trefeu | Wayne Parker | Peter Murray |

It was proposed by Wayne and seconded by Ron that we accept all 15 applications for membership. **Carried.**

Wayne advised that in Annette's absence, Midge had completed the April Masterpoints Reporting with his assistance.

7. Tournament Organiser Report (Steve)

1. The GNOTs is organized for tomorrow with 14 teams. Steve advised that there had been an issue with the entries. Our By-Law 9.3(b) is somewhat ambiguous. Peter G from Caboolture was excluded because he had held Redcliffe membership for less than 3 months, yet one person was allowed to play who isn't even a member of our Club, on the basis that only 3 team players at the table must be Redcliffe members but all members must be members of the Brisbane Zone. This By-Law is difficult to understand and to administer so Steve will consider putting forward a motion at the AGM to delete the 3 month qualification. Melissa agreed to second this motion.

It was agreed that we will provide drinks for a short period after play ceases for the GNOTs.

2. Steve proposed and Melissa seconded the Prize Money amounts shown on the attached Prize Money document. **Carried.**
3. Steve advised that Maurice will direct the Australia Wide Novice Pairs event on Friday 28th of May and Steve will ask him to do a rough seeding on the day.

- Wayne agreed to be Convenor for our Congress in August. In consultation with Steve he will prepare an entry form, including reference to Covid-19 procedures/requirements.

We discussed using the new My ABF program to manage the Congress entries but decided to stay with the old method for now.

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

- Ron advised that the Testing and Tagging report had been received. He will print a copy and file it on the Building Maintenance file in the office.
- Ron advised that he has ordered signage to bring attention to the location of the First Aid Kit and the Defibrillator and that these signs should be received within a few weeks.
- Wayne advised that he has replaced the water filter for our water cooler.

9. Education Report (Ross)

Ross advised that there are 2 weeks of supervised play left. He will be giving 4 Mentor vouchers to each of the beginners who have joined the Club.

Ross indicated that even though he will not be on committee after June, he is willing to continue his involvement with the mentoring program if needed.

10. General Business

- Melissa reported that AGM preparations are on track and presented a Draft Annual Report for comment/feedback. So far we have a President's Report and an Education Report from Ross. Wayne will be providing his Treasurer's Report. Melissa advised that she is not planning on doing a Secretary's Report. Any other Committee member reports should be emailed to Melissa preferably in a Word document. The Annual report needs to be issued on 30 May. It was noted that Richard Back needs to be added to the Directors list.

The draft annual report contains a list of 11 motions for the AGM. With the exception of Motion 9, the rest are motions put forward by Management Committee members. Melissa proposed and Ron seconded that the Management Committee endorse Motions 1 – 8 and 10 and 11.
Carried.

- Review of Paywave/vouchers/payment systems. After some discussion it was decided that we will continue with our plan of disallowing cash payments from the 1st of June, however we will provide the option for members to purchase 10 table fee coupons for \$50. Payment for the coupons will need to be via the EFTPOS machine. If someone cannot pay by card, they can give someone else \$50 cash to pay on their card. We will need to find a way to account for these vouchers and print them in a format that doesn't allow them to be copied/reproduced. Melissa proposed and Annette seconded that we make books of 10 table fee vouchers available for purchase with payment of \$50 using the EFTPOS machine. **Carried** – noting that Steve was not in favour using vouchers and would like us to use EFTPOS only.
- Discussion was held regarding letting visiting pairs play at Redcliffe. Many clubs are now allowing visitors and congresses are being held which obviously mean a large number of non-members playing at bridge clubs. Melissa proposed and Annette seconded that we allow visiting pairs of

registered ABF members to play at Redcliffe, subject to their completion of a Health Declaration and providing contact tracing details. **Carried.**

11. Close and date of next meeting. The meeting was closed at 2.55 p.m. Our next meeting will be Thursday June 10, 2021 at 1.15 p.m.

Action List

1. [19/5] Fay to provide include MyABF details in her next newsletter.
2. [19/5] Wayne/Steve to prepare a Congress Entry form with Covid-19 reference.

Confirmed as true and correct by:

Wayne Parker (Treasurer)

Melissa Weber (Secretary)

Date: _____

Date: _____

Minutes19May.21.doc

4/6/21

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

Tabled at Management Committee Meeting of 19 May, 2021

1. Cash Holdings

| | | | |
|------------------|--|----|-------|
| \$13,484.57 | Cash at Bank Account | | |
| \$16,108.20 | Business Saver Account | | |
| \$500.00 | Petty Cash | | |
| \$155.00 | 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 |
| \$410,247.77 | Total | \$ | 1,520 |

2. Expenses

\$7,420.92 List of expenses attached.

3. Liabilities

\$138.60 Coles Customer Account card.

4. Profit & Loss

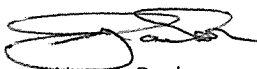
A Profit & Loss statement for last month is attached.

| P & L Summary | Apr-21 | Last Yr | Year to Date from 1 April | YTD Variance |
|----------------|--------------------|--------------------|------------------------------|------------------|
| Table Fees | \$ 3,405.00 | \$ - | \$ 3,405.00 | \$ 3,405.00 |
| Total Receipts | \$ 10,009.65 | \$ 9,478.28 | \$ 10,009.65 | \$ 531.37 |
| Expenditure | \$ 7,420.92 | \$ 7,870.49 | \$ 7,420.92 | -\$ 449.57 |
| Loss | \$ 2,588.73 | \$ 1,607.79 | \$ 2,588.73 | \$ 980.94 |

Monthly Notes:

1. Table Fees - The club was closed during April 2020.
2. Bank Interest received (\$6463) down by 31.8% on last year. Get's worse 2022.
3. We saved \$1596 in ABF/QBA levies as our club membership decreased on 31 March 21.
4. We are in profit at the end of April to the amount of **\$2,588.73**.

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



Wayne Parker
Treasurer