

REDCLIFFE BRIDGE CLUB INC
MINUTES FOR THE MANAGEMENT COMMITTEE MEETING
Held on Thursday 10 November 2022 after bridge at 1.00pm
At the Clubhouse, 2a Irene Street, Redcliffe

1. **Management Committee:** Fay Jeppesen, Sue Lind, Wayne Parker, Linda Almond, Annette Hyland, Carol Bailey, Elly Oudendijk, Melva Leal, and Tracey Langton

Apologies: Carol Bailey and Tracey Langton

2. **Minutes of the Management Committee Meeting held on 13 October 2022** were tabled. It was moved by Sue Lind and seconded by Linda Almond that the minutes be confirmed as true and correct. **CARRIED**

Business arising from the Minutes of Thursday 13 October 2022 and Progress of Actions:

- a. Position descriptions for the Masterpoint and Membership secretaries have been completed. A copy was distributed to the Committee, and It was moved by Annette Hyland and seconded by Linda Almond that they be adopted. **CARRIED**
- b. Christmas Party booking ... In progress, Wayne to confirm the dessert selections with the Moreton Bay Boat Club.
- c. Christmas tree and decorations have been purchased by Ken Griggs and Fay Jeppesen.
- d. Confirmation of players for the Brisbane Zone Interclub Teams were decided by the Committee, players to be advised and teams to be nominated by 5pm Friday 11 November.

3. **Inward Correspondence and Business Arising**

1. 16/10 – QBA, notice of Club Director examination on Saturday 12 November
2. 18/10 – AMC, cleaners asking if we need a spring clean over Christmas
3. 19/10 – Zephyr Education, thanks for support will give flyers to Annette
4. 20/10 – HNB Publishing – new bridge books for sale
5. 20/10 – Toowong BC, flyer for Graded Matchpoint Pairs Congress on 27 Nov 2022
6. 25/10 – QBA latest bulletin August to October
7. 31/10 – Qld Youth Bridge – free lessons for youth players over coming holidays
8. 2/11 – AMC phone audit, mentioned cleaners were not checking soap and towel dispensers
9. 25/10 – QBA – Next council meeting on 10 November, delegates advised
10. 10/10 – Telstra, new inclusions on internet plan, calls to mobiles now included no extra cost
11. 4/11 – Brad Coles, AWRP provisional results for 2022 (put on noticeboard)
12. 8/11 – MBRC, Notice of upcoming Fire Servicing during Dec/Jan
13. 8/11 – Brisbane Zone Secretary, 2021 AGM minutes, 2022 AGM agenda, Financial report

Telstra – Linda raised the issue where the Telstra account was misplaced and the Club has been charged a late fee, Linda contacted Telstra but only Wayne has the authority to make changes to the account. Linda moved that we pay all our major accounts like AGL, Cleaning contract and Telstra by direct debit and that email invoices be forwarded to the Treasurer, seconded by Melva Leal. **CARRIED**

Outwards:

19/10 – to Zephyr advising that Redcliffe BC has approved them as our Christmas Charity

24/10 – Bridge Buzz sent out to members and website

25/10 – Caboolture BC, congratulations on running a successful congress

4/11 – Brisbane Bridge Clubs, notice of new email address

7/11 – Australia Post, update PO Box details

Wayne Parker moved that the inward correspondence be received, and the outward correspondence be endorsed, seconded by Linda Almond.

CARRIED

4. Treasurer's Report (Linda)

Linda Almond tabled the report for October and advised the Committee that the Club had a balance of \$8,272.27 in the Everyday Account and \$5,158.99 in the Business Investment Account. Term Deposits of \$400,000.00 which mature in April 2023.

Expenses total \$4,603.40 for the month and we made a loss of \$1,165.03 for the month of October.

Wayne confirmed that he has logged into Suncorp and verified the existence and approximate amounts of the accounts listed in the Treasurer's Report, including our Term Deposits.

Linda Almond proposed, and Annette Hyland seconded "that the Treasurer's Report as tabled be accepted, and that all payments be ratified".

CARRIED

5. Membership and Masterpoint Report (Annette)

A new Membership Application was received from Maria Setiyawan who has recently moved to Brackenridge from Mackay. Annette Hyland moved that her application be received, seconded by Elly Oudendijk.

CARRIED

Annette asked the Secretary to update the original position description file reflecting the new duties by these officers.

6. Tournament Organiser Report (Annette)

Midge and Annette got together to assess the winners of our annual awards under the criteria which is outlined in our Club By-Laws, these awards will be announced at the Christmas Party. The list was distributed to the Committee, and it was moved by Annette Hyland and seconded by Sue Lind that the winners be confirmed and that be included in the program book for 2023.

CARRIED

Midge and Annette also recommended changes to the selection criteria to determine the winners for these awards, a list was presented to the Committee members. Annette Hyland moved that the Committee present a notice of motion to this effect to change the By-Laws at out next AGM, seconded by Melva Leal.

CARRIED

7. Building and Maintenance (Carol)

Melva, Bob, Gavin, and Carol checked all the chair legs stops and replaced those that were damaged or worn. There was also one damaged chair that does not look repairable and will have to be removed. Dates have been written on chairs and staples were checked.

Wayne reported that a plumber has fixed the men's toilet and is waiting on some weights to be placed into the cisterns – the bill will be paid 50/50 with the Snooker Club.

8. O H & S Report (Carol)

The replacement Ice pack has been purchased and put into the freezer with a label on stating it belongs to the Redcliffe Bridge Club.

9. Education Report (Sue)

Sue reported that Wayne has moved onto Supervised Lessons on Saturday mornings, and they would continue until the end of November, she would like to encourage other players to come along to these lessons and we could make an announcement on Mondays and Fridays to encourage players to come along.

Sue suggested that supervised play continue until Christmas, Wayne said that someone else could do it as he will have done lessons for the last 13 weeks now. Sue said that she was happy to do it!

10. Member Welfare Report (Elly)

A 'Get Well' card was sent to John Henderson for a quick recovery.

11. General Business

- a. **Xmas Party** – desert options, the Committee decided to have Pavlova and Plumb Pudding and Brandy custard on alternate drops. Wayne is to advise the MBBC.

The online booking has been a bit of a failure, but the payment through the Square terminal and direct debit system is working OK.

- b. **Christmas Tree and Decorations** – these items have been purchased and we will ask members to help put up decorations after play on Friday the 25th of November.

- c. **Gifts for volunteers** – the Committee went through a list of worthy recipients. It was moved by Sue Lind and seconded by Linda Almond that a monetary gift to the value of \$1,440.00 be approved and provided to these volunteers. **CARRIED**

Bridgemates receive a free game for their contribution to the Club, Wayne will purchase some gift cards and Fay will include them in a Christmas card for presentation at the party.

- d. **Interclub Teams** – Wayne is to advise the members who nominated for the event if they were successful by email and notify the Arana Bridge Club for catering purposes.

- e. **Special Event prize money for 2023** – The prize money for special events during the year was reviewed by Annette and Wayne and proposed to the Committee. Annette Hyland

moved that the prize money for special events during 2023 be approved, seconded by Elly Oudendijk. CARRIED

Linda Almond will prepare envelopes for presentation of these prizes when they occur.

- f. **Program book for 2023** – the Committee was provided with a draft copy of the program book, there is a focus on more team events during the year to compliment the additional GNOT Club Heats and new <300MPs and <100MPs Novice Team Congress which will be held in November. Fay suggested some minor alterations.
- g. **Bridge Lessons for 2023** – lessons will commence on 4 February, Wayne has offered to do these lessons and they will be listed in the program book, Wayne will talk to Sue Kennard and ask if she is happy with this arrangement and if she will do the September lessons.

12. Fay had to leave the meeting for an appointment and handed over the chair to Sue Lind.

Further discussion took place about the 2023 bridge program including the interclub events with Caboolture BC and Moreton Bribie BC and other special events. Sue Lind raised an issue she received from a novice player with the distribution of Souvenir Booklets for the Australia Wide Novice and Restricted Pairs competitions and requested that an explanation of these special events including the Grand National Open Teams (GNOT) but put in the program book. Annette Hyland said she would prepare a page in the new book.

13. Close and date of next meeting

The meeting closed at 2.30pm and the date of the next meeting is Thursday 8 December.

Confirmed as true and correct by:



Fay Jeppesen (President)

Date: 8-12-2022



Wayne Parker (Secretary)

Date: 8/12/2022

Redcliffe Bridge Club Inc. - TREASURER'S REPORT - November 2022

Tabled at Management Committee Meeting of 8th December 2022

1. Cash Holdings

\$ 10,918.53	Cash at Bank Account		
\$ 5,165.01	Business Saver Account		
\$ 270,000.00	Term Deposit no. 125784107 - 12 mths at 0.85% maturing 19/4/2023	\$	2,295
\$ 130,000.00	Term Deposit no. 34921275 - 12 mths at 1.00% maturing 13/4/2023	\$	1,300
\$ 416,083.54	Total Cash Holdings	\$	3,595

2. Expenses

\$ 3,781.86 List of expenses attached.

3. Liabilities

\$ 819.16 Coles Customer Account card.

4. Profit & Loss

A detailed Profit & Loss comparison to the previous year is attached.

P & L Summary	Nov-22	Last Year	Year to Date from 1 April	YTD Variance	% Change
Table Fees	\$ 4,801.00	\$ 4,763.00	\$ 40,461.60	\$ 5,590.60	16.00%
Total Receipts	\$ 6,434.14	\$ 6,536.93	\$ 48,461.79	\$ 876.92	1.80%
Expenditure	\$ 3,781.86	\$ 2,736.83	\$ 43,963.41	\$ 4,287.03	10.80%
Net Income	\$ 2,652.28	\$ 3,800.10	\$ 4,498.38	-\$ 3,410.00	-43.10%

Monthly Notes:

1. The Club made a profit of \$4,498.38 for the month of November
2. Table Fees outstanding for the 18 November due to the Square not working is 5 x \$5 a total of \$25.00
This will be collected during this month
3. The game day Table fees have increase slightly compared to the same period last year.
4. \$215.00 was collected on Melbourne Cup day to cover the cost of Lunch
A total of \$597.60 was spent on the day, \$20.10 for Prizes, Lunch \$234.00 and Wine purchased last month \$343.50
5. The Coles Card was topped-up by \$500.00 as it was closed to its limited. Wayne has purchased gift cards for volunteers to hand out at christmas party

Balance Sheet:

Attached is the report for the 30th November 2022 showing that our total equity has risen by 0.30% compared to the last financial year.

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



Linda Almond
Treasurer