

REDCLIFFE BRIDGE CLUB INC

MINUTES FOR THE FIRST MANAGEMENT COMMITTEE MEETING

Held on Friday 17 June 2022 at 11.00 a.m.

1. **Attendance:** Fay Jeppesen (Chairperson), Sue Lind, Wayne Parker, Linda Almond, Tracey Langton, Carol Bailey, Elly Ten Hacken, and Melva Leal.
2. **Apologies:** Annette Hyland
3. Fay welcomed the newly elected members to the Committee and thanked the members who had served the Club for the past year.
4. No business was discussed from the previous meeting on 6 June as the purpose of this meeting was to allocate Committee roles and to approve administrative tasks for the coming year.
 - a. Fay advised the members present that a copy of the AGM minutes would be provided to Suncorp Bank along with changes to the new account signatories.
 - b. Fay also advised members that the Annual Return Form of the Association would have to be completed and returned to the Office of Fair Trading along with the annual fee of \$58.60.
 - c. Wayne Parker moved that Fay Jeppesen, Wayne Parker, and Linda Almond be signing officers on the Club's Suncorp Everyday Account 024403550, Business Investment Account 502077515, and the Term Deposit accounts 034921275 and 125784107. Seconded by Tracey Langton ... Carried
 - d. Fay advised the Committee that the Secretary will inform the Manager of the Qld Bridge Association and the Moreton Bay Regional Council of our new office bearers.
 - e. The secretary is to arrange a new sign for the front door changing our contact information.
 - f. Fay asked the Committee if they had taken a moment to review the position description for the various roles which is posted on the club's website in the document folder. The following roles were allocated to Club and Committee members:

Masterpoint Secretary - Midge Spice	Head Dealer - Peter Murray
Membership Secretary - Peter Hancock	Providore - Magdeline Wong
Tournament Organiser - Annette Hyland	Librarian - Lorraine Bechly
Congress Convenor - Wayne Parker	Partner Liaison- Peter Murray
Building/Maintenance - Carol Bailey	Recorder - Sandra Routley
Welfare Officer - Elly Ten Hacken	Newsletters - Tracey Langton
Education Officer - Sue Lind	Pianola - Wayne Parker
IT / Website - Wayne Parker	QBA/Zone Delegates:
Events Co-Ordinator - Ken Griggs	Fay Jeppesen and Sue Lind
 - g. The Committee took the opportunity to review the club's playing schedule and decided that no changes were necessary. Wayne pointed out that the Monday Novice section was poorly attended which put pressure on the director to move players into the open section, Tracey undertook to talk to the novice players and to report back to the Committee.
 - h. At the AGM, a motion was passed to review the Club's Occupational Health and Safety document ... Action, Wayne to update the Club By-Laws.

5. **General Business:**

- a. Several members notified the President that the final round of the Joan Dark Individual Championship had been scored incorrectly. Wayne spoke to the director about the issue, and he apologised and confirmed that he made an error in modifying the template for the session which resulted in two rounds, or 6 boards being awarded an average score for all players in the session. Unfortunately, the scoring program has wiped the original data for those two rounds, and it cannot be retrieved.

The Committee discussed the issue at length, and it was resolved that the scores for round 3 would stand as it was unlikely that the combined overall result would be changed for the competition.

- b. Fay reminded the new Committee members that under the Club By-Laws, they should not discuss confidential matters or correspondence with persons outside of the Committee members.

6. **Date of Next Meeting:**

The next meeting is planned for Thursday July 14th after bridge at approximately 1pm.

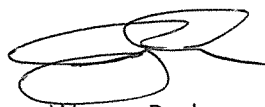
- 7. With no further business to discuss, Fay thanked everyone for attending and closed the meeting at 12.05pm.

These minutes are confirmed as true and correct by:



Fay Jeppesen
President

Date: 14/07/22



Wayne Parker
Secretary

Date: 14/07/22