

REDCLIFFE BRIDGE CLUB INC
MINUTES FOR THE MANAGEMENT COMMITTEE MEETING
Held on Thursday 8 December 2022 after bridge at 12.50pm
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: Tracey Langton

2. **Minutes of the Management Committee Meeting held on 10 November 2022** were tabled. It was moved by Linda Almond and seconded by Melva Leal that the minutes be confirmed as true and correct. **CARRIED**

Business arising from the Minutes of Thursday 10 November 2022 and Progress of Actions:

- a. Christmas Party booking ... 103 members have nominated to date, Fay to advise MBBC
- b. Brisbane Zone Interclub Teams, event completed – great day
- c. Direct debit for accounts with Telstra and AGL have been completed, AMC and Fuji Xerox unable to provide service

3. **Inward Correspondence and Business Arising**

1. 10/11 – Fay Jeppesen provided a summary of the QBA council meeting 10 November
2. 10/11 – Julie Jeffries BNE Zone, approval for GNOT date heats to be held in 2023
3. 14/11 – Caboolture BC, advising trial of Wednesday afternoon sessions
4. 15/11 – Julie Jeffries BNE Zone, notice of AGM on 20 November before Interclub Teams
5. 16/11 – Silene at MBBC, also needs dietary requirements and contact person
6. 16/11 – Kenmore BC Congress, flyer for noticeboard 28/29 January 2023
7. 17/11 – Peter Busch State MP Secretary, Interclub with Caboolture BC approved 23Jul23
8. 21/11 – Midge Spice, thank you for opportunity to represent the Club at the Interclub Teams
9. 25/11 – Julie Jeffries BNE Zone, requesting proposed dates for GNOT qualifying heats in 2023
10. 25/11 – Julie Jeffries BNE Zone, minutes of the AGM
11. 25/11 – Kim Ellaway QBA, minutes of the council meeting held on Zoom – 10 November
12. 28/11 – Brad Coles Australian Bridge, souvenir pens for winners on the leader board
13. 29/11 – Fay Jeppesen, copy of survey form from Arana BC for bridge lessons
14. 2/12 – Fay Jeppesen, notice that Audrey Enright has passed away
15. 8/12 – Joan Mills, congratulating the Committee for their hard work during the year
16. 8/12 – Kim Ellaway QBA, notifying new provider for laminated wallets
17. 8/12 – Annette Hyland, confirmation of directors for May GNBOT's and Interclub In July
18. 8/12 – Fay Jeppesen, Redcliffe Guide to post beginner lessons on Facebook early January
19. 8/12 – McConachie Stedman Auditors, 2023 audit questionnaire

Outward Correspondence:

1. 11/11 – Email to members representing the Club for the Interclub Teams at Arana BC
2. 11/11 – Arana BC, advising teams and payment of tournament fees
3. 15/11 – Confirmation of desserts for Christmas Party
4. 16/11 – Annette to State MP Secretary, confirming Interclub with Caboolture 23July23
5. 21/11 – AMC Cleaning – requesting a Direct Debit payment system for our contract
6. 25/11 – Fuji Xerox, update our customer profile
7. 28/11 – Brad Coles Australian Bridge, photos sent for magazine
8. 30/11 – Silene Kipping at MBBC, approximate numbers and program
9. 3/12 – Redcliffe Guide, notice of bridge lessons commencing on 4 February 2023
10. 8/12 – Jo Neary and Alan Gibson, request for directing Club events during 2023

Moved by Wayne Parker and seconded by Elly Oudendijk that the inward correspondence be received, and the outward correspondence be endorsed.

CARRIED

4. Treasurer's Report (Linda)

Linda Almond tabled the report for November and advised the Committee that the Club had a balance of \$10,918.53 in the Everyday Account and \$5,165.01 in the Business Investment Account. Term Deposits of \$400,000.00 will mature in April 2023.

Expenses total \$3,781.86 for the month and we made a surplus of \$2,652.28 for the month and we are running at a surplus of \$4,498.38 for the year with the Christmas party expenses still to be paid.

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 Elly Oudendijk seconded "that the Treasurer's Report as tabled be accepted, and that all payments be ratified".

CARRIED

5. Membership and Masterpoint Report (Annette)

A Membership Application was received from Gary Pearce. Melva Leal moved that the application be accepted as a new member to the Club, seconded by Sue Lind.

CARRIED

6. Tournament Organiser Report (Annette)

Annette advised that she has contacted Alan Gibson and Jo Neary to direct our special events during 2023 and is still awaiting some confirmations. A date for the 3 Way Inter-club Challenge to be held at Moreton Bribie BC has been confirmed and details of the format will follow soon.

The 2023 program book has been prepared and is available for members, many thanks to Wayne and Annette for preparing the booklet.

7. Building and Maintenance (Carol)

Airconditioning units were serviced on 7 December, plumbers' invoice still outstanding.

8. O H & S Report (Carol)

Fire Drill to be completed soon, details to be given to directors and a notice be placed in the weekly announcements. Wayne mentioned that the battery in the defibrillator needs to be checked for replacement.

9. Education Report (Sue)

Sue reported that Supervised Lessons are continuing Saturday mornings with two tables. As previously reported bridge lessons will commence on 4 February – Wayne will prepare a flyer and advertising material for distribution in January 2023.

Fay suggested that we only conduct one lot of lessons during the year because of the work involved, a short discussion took place with no clear outcome. Sue Kennard has confirmed that she will conduct the September lessons in 2023.

10. Member Welfare Report (Elly)

Elly will send a card to Audrey Enright's family and a minute's silence was held in the Club.


11. General Business

- a. **Pre-Audit questionnaire** – Fay run through the questions from McConachie Stedman so that the Committee were aware of the audit requirements for our Club. Wayne will provide his report from last year to Linda for guidance and reference to complete the report.
- b. **Newsletter** – There will be a newsletter after the Christmas party.
- c. **Keys, Catering Cabinet** – Carol asked whether we needed more keys for the cabinet after the original key was lost, Wayne said that there were enough keys on hand in the safe.

12. Close and date of next meeting

The meeting closed at 2.10pm and the date of the next meeting is Thursday 12 January 2023.

Confirmed as true and correct by:



Fay Jeppesen (President)

Date: 12-1-23



Wayne Parker (Secretary)

Date: 12-1-23