Redcliffe Bridge Club Inc.

Phone: 3883 4405

Clubrooms:
2A Irene Street
REDCLIFFE QLD 4020

Management Committee Special Meeting Minutes
Wed 1st July, 3.30pm 2026

1. **Welcome and Apologies**
   Apology of Peter Moritz noted. Meeting chaired by Vice President in the absence of President.
   Present: B Anderson, M Leal, B Vernon, L Almond, D Paltridge, D Pearce, B Clark, P Hancock
   Apologies: P Moritz

2. **Conflict of Interest**
   a. Reminder of Confidentiality (Clause 3 of By-Laws) – The Chair reminded all members of the Management Committee of their responsibilities in regard to confidentiality. It was proposed and agreed that this meeting not be recorded and the secretary to take written notes and minutes.
   b. Declaration of Interests - Members were reminded that they should declare any actual, potential or perceived conflicts of interest with any items to be discussed (Clause 3 of By-Laws and Clause 23(2) of Rules). None were declared at this time.

3. **Update from Meeting with Catton Roderick**
   The Chair provided an update on the meeting with the lawyer. The lawyer is currently preparing a response to the letter received regarding the confidential matter, a draft written apology and next steps for the committee. The MC will need to meet as soon as possible after this advice is received in order to agree on the next steps.

   The Chair also notified the committee that Catton Roderick first advised the club in 2012 and did so probono. This arrangement was also in place for the initial advice provided in regard to the current confidential matter. However now that we require ongoing advice we will be invoiced for this service.

   Action 1: Secretary to poll members availability over the next week

4. **Correspondence**
   a. **Incoming correspondence**
   The Secretary notified the committee of additional correspondence received regarding the confidential matter from two club members.

The secretary read the emails and then committee were provided with a hard copy of the correspondence to read. This hard copy was then given back to the secretary for shredding.

The Committee discussed the correspondence, and it was proposed that further correspondence could not be made until the legal advice was received.
Proposed: D Paltridge, Seconded L Almond, Carried.

The committee discussed dispute resolution options, but it was agreed that the MC need to wait until advice received.

b. Insurers request for information

The Secretary informed the committee that the information requested by the insurers had not been actioned. It was agreed that the Vice President and Secretary respond to the insurers request.

Action 2: That the Vice President draft information for the insurers and the Secretary to review and send.

5. **Management Committee Governance Issue**
The Vice President suggested that the committee need to follow-up on the outstanding issue of the administration of raffles and club fundraising. It was agreed that B Vernon would develop a paper for the Management Committee to understand the legislative requirements so that any future raffles would be compliant.

Action 3: Secretary to try to locate previous advice from files or Ross Mangano (past club secretary) regarding raffles and send to B Vernon

Action 4: B Vernon to provide Management Committee with paper on running a raffle.

The meeting closed at 4.22pm

Brooke Anderson
Vice President

Linda Almond
Treasurer