

**REDCLIFFE BRIDGE CLUB INC**  
**MINUTES FOR THE MANAGEMENT COMMITTEE MEETING**  
**Held on Thursday 11 January 2024 at 1.20pm**

- 1. Management Committee:** Sue Kennard, Maurice Sanders, Wayne Parker, Linda Almond, Di McColl, Tracey Langton, Melva Leal, Ted Morriss, and Barbara Wales

**Apologies:** Maurice Sanders.     **Guests:** Ken Griggs and Fay Jeppesen (*Past Presidents*).

- 2. Draft Minutes** of the Management Committee Meeting held 14 December 2023 were distributed to the Committee, business arising from the Minutes and Progress of Actions:
- a. Changes to our Rules, the QBA legal officer will give some advice to Clubs after the Gold Coast Congress in February regarding the introduction of a grievance procedure as required by the Incorporations Act and the Office of Fair Trading to be included in the Rules by July 2024.

The minutes were tabled, it was moved by Linda Almond and seconded by Melva Leal that the minutes be confirmed as a true and correct record. **CARRIED**

- 3. Flying Minute** – Past President’s, Fay Jeppesen and Ken Griggs, have indicated that they would like to fill the vacant positions on the Committee as a result of the resignation of Di McColl and Barbara Wales.

Sue Kennard moved “that Fay Jeppesen and Ken Griggs be appointed to fill the vacancies of the Redcliffe Bridge Club Committee for the remainder of our tenure as a Committee”, seconded by Ted Morriss that the flying minute be approved. **CARRIED**

**4. Inward Correspondence and Business Arising**

1. 26/12 – Vicki Mitchell, registering for bridge lessons in March.
2. 28/12 – Sandra Routley, Caboolture BC has supplied details about 3Way Inter-Club competition.
3. 18/12 – Tracey Langton, Committee’s recommended changes to the Education Program.
4. 19/12 – Judith Gilligan, advising that she has tested positive for Covid.
5. 20/12 – Errol Miller, expressing concern about the excessive number of EW sit-outs.
6. 18/12 – Tracey Langton, Bridge Buzz Newsletter, uploaded to website 30Dec23.
7. 04/01 – Salvation Army, receipt for recent donation.
8. 05/01 – Di Mc Coll, resignation from the Committee – family reasons.
9. 06/01 – Barbara Wales, resignation from the Committee.
10. 07/01 – Barbara Wales, clarifying reason for resignation.
11. 08/01 – Maurice Sanders, understanding of Red and Blue sections (Monday and Friday).
12. 09/01 – Sandra Routley, Tournament Organisers report.
13. 11/01 – Fay Jeppesen, thank you card.

**5. Outward Correspondence:**

1. 30/12 – Joan Mills, confirmation of entry into the 3Way Inter-Club competition on 4Feb24.
2. 30/12 – Errol Miller, acknowledgement of his concern with Directors and EW sit-outs.
3. 30/12 – Steve Woodrow, email of 21 November discussed at our last meeting and the Committee will continue to monitor the situation.
4. 08/01 – Di Mc Coll, acknowledging receipt of resignation.
5. 08/01 – Barbara Wales, acknowledging receipt of resignation and reasons for resignation.

### **Business Arising from the Inward and Outward correspondence:**

1. 3Way Competition at Caboolture BC on 4Feb.
2. Errol's concern of excessive EW sit-outs – concerns noted.
3. Resignation from Committee by Di McColl and Barbara Wales – Sue will send a card thanking Di and Barbara for their service on the Committee.
4. Maurice's would like to discuss the definition of Red and Blue sections.

Moved by Wayne Parker and seconded by Ted Morriss that the inward correspondence be received, and the outward correspondence be endorsed. **CARRIED**

### **6. Treasurer's Report (Linda)**

Linda Almond presented her financial report for the current financial year up until the 31<sup>st</sup> of December 2023 and we have \$9,204.69 in our Everyday Account and \$5,280.60 in our Business Saver Account. Our two term deposits totalling \$403,594.99 mature on the 19<sup>th</sup> and 27<sup>th</sup> of January 2024, after some discussion Linda Almond moved that we reinvest our maturing term deposits (*including the interest*) for a period of 7 months at a rate of 4.9%, seconded by Ken Griggs. **CARRIED**

The net income was \$5,290.46 for the month of December and the Club has a liability of \$179.45 to Wright Express for our Coles Customer Account. Total expense for December was \$10,253.86 and the Balance Sheet shows that our total equity is \$485,476.32 which is an increase of 1.60% over the same period last year.

Wayne confirmed that he has verified the existence and approximate amount of the accounts listed in the Treasurer's report, including our term deposits with Suncorp Bank.

Linda Almond moved that the financial report as tabled be accepted and that the accounts paid be ratified, seconded by Fay Jeppesen. **CARRIED**

### **7. Membership and Masterpoint**

- Notice of annual membership fees which are due on 28Feb24 will be sent out around Australia Day. The breakdown is that the ABF get \$20.00, the QBA get \$20.00, and the Club gets \$10.00 from every member – total \$50.00.
- Some members raised concern that Wayne was the only person who knew how to issue the annual renewal notices, Wayne said that this was a onetime process each year, but he will go through the procedure with Peter Hancock, and he can issue the renewal notice.

### **8. Tournament Organiser Report (Sandra and Max)**

- 3Way Challenge 4Feb24, we have one reserve pair at the moment.
- Club Championship Teams, nominate on the notice board. Caboolture BC is offering their club to provide a venue for our championship should our club be closed.
- Teams of 3, Monday 15Jan24 – Wayne to send out list of teams through Pianola.
- Feedback on Mondays and Fridays and letter to Directors.
- The plan was to hold a Perfect Teams event on Friday the 12<sup>th</sup> of July, however this type of event has to be run over three weeks and not one week. Some more thought will have to be considered a bit closer to the competition as to whether we run another Teams of Three or we extend the proposed Perfect Teams competition to a three-week period.

## 9. Building and Maintenance (Fay)

- Barbara will hand over her records to Fay as soon as possible.
- Wayne reported that the lock on the main clubroom door has been fixed by the MBRC and their contracted locksmith.
- Tag and testing is still to be done and replacing faulty pads on the player's chairs.

## 10. O H & S Report (Ken)

- Ken will follow up with Di to see if there are any outstanding issues.
- Jellybeans need to be replaced in the First Aid Kit. Sue will replace the jellybeans.

## 11. Education Report (Ted)

- Supervised Play has commenced, there are 12-20 players attending the session.
- Mentoring has commenced and is working well. There has been a good uptake by members.

## 12. Member Welfare Report (Melva)

- A few members have visited Desley Strik in hospital, she is slowly recovering from her operation.
- Elly has returned to bridge.

## 13. General Business

- Linda contacted the Moreton Bay Boat Club about the Christmas Party and the air-conditioning in the dining room because it was unbearable. Linda asked if they could put more people in the room and re-arrange the tables – but they won't do it. We may have to look elsewhere this year, we could ask to have everyone on the deck under fans, but this could be uncomfortable on still days.
- Collection of table fees, people who collect monies are to record mentors getting free games, Linda will draw up some guidelines for collecting table fees.
- Password to Treasurer's computer and backup procedure, Linda wants sole access to the Treasurer's computer, and she provided her reasons. Wayne will show Linda how to backup the necessary files on a network system and the password can be placed in a sealed envelope in the safe should the Committee need to access the computer.
- Sue Kennard will send a card to Di McColl and Barbara Wales thanking them for volunteering on the Committee and serving the members of the Club.

## 14. Close and date of next meeting.

- The meeting closed at 3.08pm.
- Next meeting, Thursday – 8 February after bridge

Confirmed as true and correct by:



Susan Kennard (Chairperson)

Date: 8/2/24



Wayne Parker (Secretary)

Date: 8/02/2024

Redcliffe Bridge Club Inc. - TREASURER'S REPORT - December 2023

Tabled at Management Committee Meeting of 11th January 2024

**1. Cash Holdings**

\$ 9,204.69	Cash at Bank Account	
\$ 5,280.60	Business Saver Account	Interest on
\$ 272,295.00	Term Deposit no. 125784107 - 9 mths at 4.20% maturing 19/1/2024	Maturity
<u>\$ 131,299.99</u>	Term Deposit no. 34921275 - 9 mths at 4.20% maturing 27/1/2024	\$ 8,616
\$ 418,080.28	<b>Total Cash Holdings</b>	\$ 4,155
		\$ 12,771

**2. Expenses**

\$ 10,253.86 List of Expenses Attached.

**3. Liabilities**

\$ 179.45 Coles Customer Account Card.

**4. Profit & Loss**

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

P & L Summary	Dec-23	Dec-22	Year to Date from 1 April 2023
Table Fees	\$ 4,311.00	\$ 4,057.00	\$ 47,040.75
Total Receipts	\$ 4,963.40	\$ 4,151.24	\$ 59,343.98
Expenditure	\$ 10,253.86	\$ 9,621.11	\$ 61,092.41
Net Income	-\$ 5,290.46	-\$ 5,469.87	-\$ 1,748.43

**Monthly Notes:**

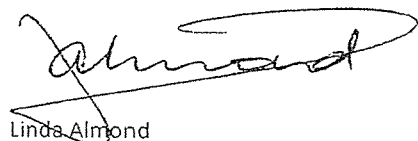
1. The club's net income for the month of December 2023 was -\$5,290.46
2. Table Fees were \$4,311.00 for the month up by \$254.00 for the same period last year.
3. Free games for the month were \$200.00 for Director and Bridgemate fees
4. All expenses are listed separately on the Attached - Total Expenses by Payee
5. Waiting on 2x members bank account details to pay volunteers gifts to them - (A total of \$100.00 to pay)
6. The main expenses for the month were members gift vouchers of \$1,680.00 and the cost the christmas dinner held at the Moreton Bay Boat Club totaling \$4,525.00. (110 meals @ \$37.50 per head and a \$400.00 hire fee)
7. We also donated \$2,200.00 to the Salvation Army Australia from funds collected from payments of \$10.00 for members and \$37.50 for non members for the christmas party dinner.

**Balance Sheet:**

Attached is the Balance Sheet report for the 31st December 2023

The balance sheet shows that our total Equity is \$485,476.32 up by 1.60% for the same time last year.

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



Linda Almond  
Treasurer