

REDCLIFFE BRIDGE CLUB INC
MINUTES FOR THE MANAGEMENT COMMITTEE MEETING
Held on Thursday 12 January 2023 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: Linda Almond

2. **Minutes of the Management Committee Meeting held 8 December 2022**

The minutes were tabled, it was moved by Wayne Parker and seconded by Elly Oudendijk that the minutes be confirmed as a true and correct record. **CARRIED**

3. **Business arising from the Minutes of Thursday 8 December 2022 and Progress of Actions:**

- a. Wayne to contact Bruce Hintz to see if the job has been completed and request an invoice
- b. Tracey enquired about the outstanding invoice for the air conditioning service

4. **Inward Correspondence and Business Arising**

1. 09/12 – Annette Hyland T.O., Director confirmations for special events during 2023.
2. 10/12 – Kim Ellaway QBA, a reminder to submit our records to ABF Masterpoint Centre
3. 13/12 – Errol Miller, letter of complaint from an issue on Monday 12th December 22
4. 13/12 – Kim Ellaway QBA, notice of forthcoming Zoom Seminars – Masterpoints 4Feb23
5. 15/12 – AGL Electricity, new solar feed-in terms from 23Jan23 – 5c/kWh
6. 15/12 – Ron Klinger Bridge, Christmas special promotion
7. 15/12 – Peter Hancock, many thanks for volunteer gift voucher
8. 17/12 – Janet Lovell Toowong BC, notice of upcoming congresses for notice board
9. 19/12 – Errol Miller, advising that the Secretary had not acknowledged his letter
10. 19/12 – Fay Jeppesen, re Errol Miller's letter and acknowledgement
11. 20/12 – Errol Miller, advising that he did not receive an apology
12. 20/12 – Deanna Middleton MBRC, requesting confirmation of safety switch testing 10Jan23
13. 21/12 – Carmel Martin Zephyr Foundation, many thanks for the donation
14. 26/12 & 31/12 – Shirley Watson, Conditions of play for 3Way challenge
15. 31/12 – Matt Raj Mal, annual renewal subscription for ABDA is now due
16. 31/12 – John Scrivens, notice of new changes coming in 2023 regarding the Club's Incorporation and Rules
17. 11/01 – Tim Sayer and Sarah Huntington-Wynne, online membership applications
18. 12/01 – Wright Express, new Coles cards for Fay Jeppesen and Magdeline Wong

Outward Correspondence:

1. 09/12 – Final numbers to Silene at MBBC for Christmas party and dietary requirements
2. 11/12 – Joan Mills, thank you for your kind thoughts
3. 13/12 – Errol Miller, response from the President to Errol Miller's complaint
4. 17/12 – Redcliffe Guide, notice of Bridge Lessons commencing on 4 February 2023
5. 19/12 – Errol Miller, the President was informed that the Recorder had sent an email to Errol outlining her discussion and apology to him by the offending party

6. 22/12 – Midge Spice, notice of upcoming Zoom meeting for Masterpoint Secretaries
7. 22/12 – Carol Bailey, advising the MBRC safety switch test on 10Jan23
8. 03/01 – Manager QBA, request to update beginner lessons page on QBA website
9. 06/01 – Facebook, Fay placed a notice for bridge lessons on Facebook

Wayne Parker moved that the inward correspondence be received, and the outward correspondence be endorsed, seconded by Melva Leal

CARRIED

5. Business arising from the Correspondence:

- a. Midge and Annette will zoom into the meeting for masterpoint secretaries
- b. The Committee decided not to renew our subscription to the ABDA
- c. Errol Miller's complaint – The complaint has been investigated by the Recorder and the result has been communicated to Errol by the Recorder and the President. The Committee has decided that no further action is required by the Committee.

6. Treasurer's Report (by Carol Bailey)

Carol presented the report in Linda's absence. The Club has a balance of \$5,441.92 in the Everyday Account and \$5,171.75 in the Business Investment Account at the end of December. Expenses for December were \$9,621.11 and included \$3,762.50 for our Christmas Party at the Moreton Bay Boat Club. \$1,460.00 was gifted to our Club volunteers during 2022 and year-to-date the Club has made a loss of \$632.01.

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

Carol Bailey moved that the Treasurer's report be accepted except for item 6 in the "Monthly Notes" and that all payments be ratified, seconded by Annette Hyland.

CARRIED

7. Membership and Masterpoint Report (Annette)

New Membership Applications ... Tim Sayer (Caboolture BC), Sarah Huntington-Wynne (Caboolture BC), Claudio Piovesan and Stephen Wild. Annette Hyland moved that we accept these applications, seconded by Carol Bailey.

CARRIED

The President wished to congratulate Annette Hyland and Abigail Wanigaratne for their achievement in the top 200 national players for 2022. Fay also recognised a further 24 players who made the state list and 12 players who made the national list last year.

8. Tournament Organiser Report (Annette)

A discussion was held about appropriate sit-outs during bridge sessions, and it was deemed by the Committee to support whatever the Director chose on the day. Wayne suggested that it would be a good time for the Director's to get together at the start of a new year and raise any issues they may have.

Outside directors have been arranged for our major events during 2023.

The single session teams will be conducted on Friday the 13th of January, Maurice Sanders will be directing the session and he has agreed to instruct our new players how to fill out the scoring sheets to get the team experience.

9. Building and Maintenance (Carol)

Ron Elmes has fixed the ladies toilet seat and Wayne has cleared the kitchen drain.

10. O H & S Report (Carol)

Wayne to place on the announcement sheet a reminder for the directors to announce the Fire and Evacuation procedures.

Fay asked the Committee to look at our OH&S policy on the "Documents tab" on our website for discussion at the next meeting.

11. Education Report (Sue)

Sue has been talking with Andy Hung to provide two seminars during April this year, one training session for the novices and one for the more experienced players in the Club. It was decided to suggest both seminars be run on Wednesday the 12th of April 2023.

Beginner classes will commence on Saturday 4 February 2023.

12. Member Welfare Report (Elly)

A minute's silence was held for our past President Del Turner who passed away just before Christmas, a card will be sent to her family.

13. General Business

- a. – **Christmas Party review** – once again the function was very successful and very well attended by our members.
- b. – **Approval to purchase 10 x \$2 scratchies for Christmas Quiz on 23 December 2022**
Moved by Fay Jeppesen, seconded by Carol Bailey that \$20 be allocated for prizes in the Christmas Quiz. **CARRIED**
- c. – **Approval for \$2,000.00 donation to Zephyr Foundation**
Moved by Fay Jeppesen, seconded by Annette Hyland that the Club donate \$2,000.00 to the Zephyr foundation. **CARRIED**
- d. – **Approval for \$1,460.00 gifts for volunteers**
Wayne Parker moved, and Melva Leal seconded that the Club approve the purchase of \$1,460.00 in gift vouchers to reward our volunteers during 2022. **CARRIED**
- e. – **Annual renewal of membership fees** – Wayne advised the Committee that the annual renewal notices will be sent out around Australia Day to be paid by 28 February 2023.
- f. – **Redcliffe BC Rule Changes** – the Committee acknowledges John Scrivens advice and we will await further advice from the QBA.

14. Close and date of next meeting.

Meeting closed at 2.15pm, next meeting to held on Thursday 9/02/2023.

Confirmed as true and correct by:



Fay Jeppesen (President)

Date: 9 Feb 2023



Wayne Parker (Secretary)

Date: 9/02/2023

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

Tabled at Management Committee Meeting of 5th January 2023

12th

1. Cash Holdings

| | | |
|----------------------|--|-------------|
| \$ 5,441.92 | Cash at Bank Account | Interest on |
| \$ 5,171.75 | Business Saver Account | Maturity |
| \$ 270,000.00 | Term Deposit no. 125784107 - 12 mths at 0.85% maturing 19/4/23 | \$ 2,295 |
| \$ <u>130,000.00</u> | Term Deposit no. 34921275 - 12 mths at 1.00% maturing 13/4/23 | \$ 1,300 |
| \$ 410,613.67 | Total Cash Holdings | \$ 3,595 |

2. Expenses

\$ 9,621.11 List of expenses attached.

3. Liabilities

\$ 468.00 Coles Customer Account card.

4. Profit & Loss

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

| Summary | Dec-22 | Last Year | Year to Date from 1 April | YTD Variance | % Change |
|-------------------|---------------------|---------------------|---------------------------|---------------------|-----------------|
| Table Fees | \$ 4,057.00 | \$ 4,633.00 | \$ 44,758.60 | \$ 5,254.60 | 13.30% |
| Total Receipts | \$ 4,151.24 | \$ 5,303.56 | \$ 52,958.03 | \$ 69.60 | 0.10% |
| Expenditure | \$ 9,621.11 | \$ 8,858.79 | \$ 53,590.04 | \$ 5,054.87 | 10.40% |
| Net Income | -\$ 5,469.87 | -\$ 3,555.23 | -\$ 632.01 | -\$ 4,985.27 | -114.50% |

Monthly Notes:

1. The Club made a Loss of \$5,469.87 for the month of December 2022
2. Table Fees were \$4,057.00 for the month, down by \$576.00 for the same period last year
3. We allocated \$1,460.00 in funds for Gift Vouchers for Volunteers for the 2022 year which we presented at the Christmas party. \$700.00 dollars of gift cards were purchased from the Coles Customer Account for the month of November and \$120.00 for December, \$500.00 was direct credited into 2 volunteers bank accounts during the month. The balance of \$140.00 was made up of gift vouchers held in the safe
4. There was no register held for these gifts cards. In future any cards/cash held in the safe must form part of a holding registrar.
5. We donated \$2,000.00 to the Zephyr Education foundation. This comprised partly from funds collected from members payments for their Christmas dinner. (\$10.00 each and \$37.50 from non members). We have received a Tax Receipt for this amount.
- ~~6. The Christmas party function cost the club \$4,262.50. We collected \$3,762.50 from our members.~~
7. The clubs Business Insurance is due for renewal on the 9 January 2023, we have received an invoice for the amount of \$1,953.00 this will be paid on the due date.

Balance Sheet:

Attached is the report for the 31st December 2022 showing that our total Equity has fallen by -0.10% 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