

REDCLIFFE BRIDGE CLUB INC
MINUTES FOR THE MANAGEMENT COMMITTEE MEETING
Held on Thursday 12 October 2023 at 1.08pm

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

Apologies: Melva Leal, Elizabeth Gibson, and Tracey Langton

2. **Draft Minutes of the Management Committee Meeting held 14 September 2023** were distributed to the Committee, business arising from the Minutes and Progress of Actions:

- a. Air quality monitor – Maurice has purchased a monitor, and it will be delivered today

The minutes were tabled, it was moved by Maurice Sanders and seconded by Barbara Wales that the minutes be confirmed as a true and correct record. **CARRIED**

3. **Inward Correspondence and Business Arising**

1. 17/09 – Cheyenne Hailes MBRC, notice of termite inspection
2. 19/09 – Sport and Recreation MBRC, Grants are available – online workshop 4 October
3. 21/09 – Cheyenne Hailes MBRC, confirmation of termites found, and contractor advised
4. 21/09 – Fay Jeppesen Congress Convenor, is the club looking for alternative premises?
5. 21/09 – Kim Ellaway QBA, Congress cancellation approved by board – no penalty
6. 22/09 – Ventra IP, invoice for internet domain name - \$19.95 – paid sent to treasurer
7. 22/09 – Julie Jeffries, hope all goes well with building repairs
8. 24/09 – Richard Grills, apology for disrupting the bridge session on Saturday – Vertigo
9. 24/09 – Kim Ellaway QBA, lots of things
10. 24/09 – Kim Ellaway QBA, model rules grievance procedure – changes to our RULES
11. 25/09 – Caboolture BC, offering support and assistance to run club events
12. 26/09 – Kim Ellaway QBA, next council meeting – update delegate list
13. 28/09 – Cheryl Raw State Pest Management, termite inspection for MBRC booked for 6 Oct
14. 02/10 – Julie Jeffries BNE Zone, Venue cancellation for Zone Interclub Teams
15. 05/10 – Kim Ellaway QBA, Agenda for council meeting – forwarded to delegates
16. 05/10 – Telstra, notice of internet plan increase from \$110 to \$115 per month on 1 November
17. 10/10 – Brad Coles AWRP, confirmation of booking for competition, books to arrive by 18 Oct

4. **Outward Correspondence:**

1. 19/09 – Management Committee + Sandra and Max, notice of termites in the clubroom
2. 21/09 – Kim Ellaway QBA, request to cancel Teams Congress – 19 Nov 23
3. 21/09 – Julie Jeffries Congress Director, advising that Teams Congress will be cancelled – 19 Nov 23
4. 21/09 – Fay Jeppesen Congress Convenor, advising that Teams Congress will be cancelled
5. 21/09 – Cheyenne Hailes MBRC, notice that termites have been discovered
6. 25/09 – Cheyenne Hailes MBRC, termite inspection may still have to go ahead outside building
7. 25/09 – Richard Grills, get well soon
8. 02/10 – Kim Ellaway QBA, change to QBA Delegate contacts
9. 06/10 – Sue Kennard and Maurice Sanders, agenda for QBA council meeting
10. 06/10 – Noreen Weyling Caboolture BC, acknowledging receipt of correspondence

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

5. Treasurer's Report (Linda)

Linda Almond presented her financial report for the current financial year up until the 30th of September 2023. We have \$11,537.69 in our Everyday Account and \$5,250.77 in our Business Saver Account along with two term deposits totalling \$403,594.99.

The Club's net income was \$5.71 for the month of September and has a liability of \$404.35 to Wright Express for our Coles Customer Account card. Total expense for September was \$5,495.99 and the Balance Sheet shows that our total equity is \$488,118.97 which is an increase of 1.60% over the same period last year. Other Notes:

- Our expenses included two months of cleaning costs for August and September
- The raffle for our Talk Like a Pirate Day fundraiser raised \$775.50 and donations to the amount of \$280.00 were also received on the day.
- Table fees collected on the day amounted to \$434.00.
- 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 that the financial report as tabled be accepted and that the accounts paid be ratified, seconded by Dianne McColl.

CARRIED

6. Membership and Masterpoint

No Membership applications received since the last meeting.

7. Tournament Organiser Report

No report.

8. Building and Maintenance (Barbara)

- 15/09 – Assa Abloy serviced the front electronic entrance door
- 19/09 – The Moreton Bay Regional Council notified the Club that they had found termites in the clubroom floor and outlined the process to eradicate these pests
- 22/09 – Crystal Clear Solar cancelled our annual service due to high winds on the day and rescheduled the service on the 26th of September
- 23/09 – Peninsula Electrical Services performed the quarterly service of our air conditioning units and reported that they were in good condition
- 06/10 – The termites were treated with chemicals by the relevant experts and the Snooker Club was also inspected, the inspector said that they do trappings, heat cameras and under building inspections where possible

9. O H & S Report (Dianne)

No report.

10. Education Report (Ted)

Ted presented his report outlining a consolidation of ideas that he has received since the last meeting from players and other Committee members after which a discussion took place.

- Ted proposed some lesson additions to our website for intermediate players like – the Rule of 20, the Rule of 2 and 3 and the Losing Trick Count, our Bridge Buzz newsletter could be used to direct players to the relevant path on our website
- Ted recommends that we engage Andy Hung, Andrew Slater, or Jo Neary for face-to-face lessons
- Ted suggested different models on providing mentoring to advancing players in our Club, because of the uncertainty about our clubhouse at the moment and allowing time to investigate further solutions to mentoring with other Clubs, he would see mentoring commence in the new year.

11. Member Welfare Report (Melva)

No Report.

12. General Business

- **Office Manager** – bring any information to the next meeting to consider a Honoria or reimbursement for services provided, this may have to go to an AGM for confirmation.
- **Melbourne Cup** – this is just a normal bridge session, are we going to organise a sweep! Wayne to include in the announcements for a volunteer to run a sweep.
- **Xmas Menu**, Moreton Bay Boat Club – Committee selected \$38.50 set meal.

Ted Morriss moved that the club provide 4 bottles of wine on the table for every 10 people, seconded by Maurice Sanders. Maurice to follow up with MBBC. **CARRIED**

- **Review of Playing Sessions** – RBC By-Law 2.1 (g) requires the Committee to review the Club weekly playing schedule to ensure member needs are being met.

It was moved by Ted Morriss that the Friday session of bridge be split into two sessions with a Novice session running from 9am to 12.30pm and the Open section running from 1pm commencing on the 5th of January 2024, seconded by Linda Almond. **CARRIED**

- **Suggestions and requirements for the 2024 Programme** – Maurice mentioned that there were too many special events on a Friday which resulted in the novice section not being held. Wayne asked for suggestions for the cover of our program book in 2024.
- **Donation of table fees for Pirate Day fundraising** – Linda wanted to know if we were going to round up the Club's donation for monies received on this day.

Sue Kennard moved that we round up the table fees collected from \$434.00 to \$500.00 to be donated to the Talk Like a Pirate Childhood Support group, seconded by Ted Morriss. **CARRIED**

- **Code of Conduct** – Tracey Langton was not at the meeting so the matter will be discussed at our next meeting.
- **Secretary's Position** – Elizabeth Gibson advised that she may not be able to fulfil the position for the remainder of this term. Wayne said that he would continue to carry out the duties of the Secretary for the remainder of the term. Linda Almond moved that Wayne Parker be appointed as Secretary until the next Annual General Meeting, seconded by Barbara Wales. **CARRIED**

13. Close and date of next meeting.

The meeting closed at 3.30pm.

Next meeting Thursday – 16 November 2023.

Minutes confirmed as true and correct by:

Susan Kennard (Chairperson)

Date: S Kennard

20/11/2023



Wayne Parker (Secretary)

Date: 20/11/2023

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

Tabled at Management Committee Meeting of 12th October 2023

1. Cash Holdings

\$ 11,537.69	Cash at Bank Account	Interest on
\$ 5,250.77	Business Saver Account	Maturity
\$ 272,295.00	Term Deposit no. 125784107 - 9 mths at 4.20% maturing 19/1/2024	\$ 8,616
<u>\$ 131,299.99</u>	Term Deposit no. 34921275 - 9 mths at 4.20% maturing 27/1/2024	\$ 4,155
\$ 420,383.45	Total Cash Holdings	\$ 12,771

2. Expenses

\$ 5,495.99 List of Expenses Attached.

3. Liabilities

\$ 404.35 Coles Customer Account Card.

4. Profit & Loss

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

P & L Summary	Sep-23	Sep-22	Year to Date from 1 April 2023
Table Fees	\$ 5,407.00	\$ 7,126.60	\$ 32,563.70
Total Receipts	\$ 5,501.70	\$ 8,007.87	\$ 42,188.98
Expenditure	\$ 5,495.99	\$ 6,061.54	\$ 41,632.24
Net Income	\$ 5.71	\$ 1,946.33	\$ 554.74

Monthly Notes:

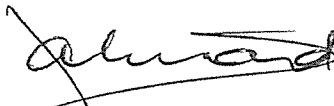
1. The club's net income for the month of September 2023 was \$5.71.
2. Table Fees were \$5,501.70 for the month down by \$-1,719.60 for the same period last year.
Due to receiving funds of \$2,126.60 from MyABF for Redcliffe Congress for 2022 year.
3. Free games for the month were \$230.00 for Director and Bridgemate fees
4. Our major expenses for the month were AMC Commerical Cleaning Aug & Sept 2x \$1041.59
5. Talk Like A Pirate Day Fundraiser raffles collected \$775.50 which was direct credited into the Childhood Cancer Support account by Ken Griggs. Another \$280.00 was bank by Ken directly into the account. We Collect \$434.00 in table fees on the day (18th September 2023).
We asked that the committee agree to donated these funds to the same fund.

Balance Sheet:

Attached is the Balance Sheet report for the 30 September 2023

The balance sheet shows that our total Equity is \$488,118.97 up by 1.62% 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