

REDCLIFFE BRIDGE CLUB INC
MINUTES OF THE SPECIAL MANAGEMENT COMMITTEE MEETING
Held on Thursday 8 June 2023, at 1.08 pm.

1. Attendance: Sue Kennard (Chairperson), Maurice Sanders, Elizabeth Gibson, Wayne Parker, Melva Leal, Barbara Wales, Tracey Langton, and Ted Morriss.

Apologies: Di McColl, Linda Almond.

2. Welcome: Sue welcomed everyone to the meeting and thanked Wayne for standing in until Elizabeth takes over the secretary's position later this year.

3. General Business:

a) **Office Bearers for the coming year;**

- Tournament Organiser - Maurice Sanders
- Masterpoint Secretary - Midge Spice
- Membership Secretary - Peter Hancock
- Website and Technology - Wayne Parker
- Bridge Teachers - Sue Kennard and Wayne Parker
- Newsletters - Tracey Langton
- Welfare Officer - Melva Leal
- Pianola Administrators - Wayne Parker and Fay Jeppesen
- MyABF Administrators - Wayne Parker and Fay Jeppesen
- Building Manager - Barbara Wales
- OH&S Officer - Di McColl
- Providore - Magdeline Wong
- Partner Liaison Officer - Peter Murray
- Librarian - Lorraine Bechly
- Education Officer - Ted Morriss
- Congress Convenors - Wayne Parker and Fay Jeppesen
- Club Recorder - Sandra Routley
- QBA Delegates - Sue Kennard and Maurice Sanders

Wayne informed the meeting that the position descriptions were posted on the 'Documents' page on the Club website.

- b) **Key Register;** The treasurer holds the register, and she will check and issue keys to the new office holders where necessary.
- c) **Bank Signatories;** Wayne said that a motion would have to be made at the next committee meeting when Linda Almond returns, he suggested that he stay on as a signing officer only as very few cheques are issued by our Club.
- d) **Inter-Club Competition with Caboolture;** This competition will be held at Redcliffe on Sunday the 23rd of July, Jo Neary will be the director, Maurice should meet with Noreen Weyling the tournament organizer at Caboolture to discuss the movement and the number of pairs required for the event.

- e) **Redcliffe Congress;** This competition will be held at Redcliffe on Sunday the 13th of August, Wayne is the convenor and will speak with Alan Gibson the director to confirm the movement and flyer which will appear on the MyABF website.
- f) **Promotional Pens;** It was suggested that the Club look into obtaining some biros to hand out to members and visitors when they play at the clubroom. Wayne will get some quotes and information and report back to the next meeting.
- g) **Bridge Lessons;** The next classes begin on Saturday the 2nd of September, Sue Kennard will be the tutor and she has arranged for a notice to be put in the Redcliffe Guide. Wayne advised that he has already received 15 requests to attend the lessons.
- h) **Xmas Party;** Sue will book the Moreton Bay Boat Club as soon as possible.
- i) **Security Call-out;** Ken Griggs, Wayne Parker and Fay Jeppesen are the first responders in case of an emergency. No change required at this time.
- j) **First Aid;** Sue Kennard is happy to check the first aid kit for supplies and show the committee how the defibrillator works.
- k) **Solar Panels;** Elizabeth enquired as to whether the panels were cleaned on an annual basis, Wayne confirmed that they were.
- l) **Disabled Toilet;** Sue would like to see the toilet seat replaced in the disabled toilet before the Redcliffe Congress in August. The toilet does not flush on both sides. Wayne said that he would talk to the plumber as he has an outstanding job here to complete.
- m) **Western Carpark;** Elizabeth mentioned that the lines needed defining and the bollards needed replacing, this is the council's responsibility, and the secretary will follow-up with the Moreton Bay Regional Council. Barbara said that the vision impaired mats had not been replaced on the path from the RSL carpark.
- n) **Air Quality Control;** Jan Dann was still gathering more information on this issue and in the interim, the committee decided to open two windows to increase the airflow in the meantime.
- o) **Tablecloths;** Tracey suggested that we continue to wash the tablecloths on a monthly basis.
- p) **Committee Meetings;** The committee members decided to meet on the 2nd Thursday of each month. The next meeting will be on Thursday the 13th of June around 1.00pm.
- q) **Meeting Closed;** The meeting closed at 2.00pm.

Confirmed as true and correct by:



Sue Kennard (President)

Date: 13/07/2023



Wayne Parker (Secretary)

Date: 13/07/2023