

REDCLIFFE BRIDGE CLUB INC
MINUTES FOR THE MANAGEMENT COMMITTEE MEETING
Held on Thursday 15 May 2025 at 1.13pm

1. **Management Committee:** Susan Kennard, Melva Leal, Linda Almond, Ross Mangano, Ted Morriss, Fay Jeppesen, Sandra Routley, Lesley Brown and Ken Griggs

Apologies:

2. **Draft Minutes** of the Management Committee Meeting held 24 April 2025 were distributed to Committee members for approval. The minutes were tabled and it was moved by Ross Mangano and seconded by Ted Morriss that the minutes be confirmed as a true and correct record. **CARRIED**

3. **Inward Correspondence**

Number	Date	Details	Action/Further Action/Discussion Required
1	24/04/25	Email from Moreton Bribie Bridge Club – Promoting a Pairs and Teams Congress on 9 and 10 August 2025 respectively.	Posted on noticeboard.
2	25/04/25	Email from Kim Ellaway (QBA) – Acknowledging Redcliffe Bridge Club (RBC) advice of RBC input into the 2026 QBA Calendar.	Refer to outgoing item 4.
3	27/04/25	Email from Ron Klinger – Promoting NZ Bridge cruise 30 November to 12 December 2025.	Posted on noticeboard.
4	28/04/25	Email from Maree Filippini (Member) – Accepting nomination for RBC Life Membership.	Refer to outgoing item 6.
5	28/04/25	Email from Fay Jeppesen (Member) – Declining nomination for RBC Life Membership.	Refer to outgoing item 7.
6	28/04/25	Email from ABF Foundation – Promoting Australia’s Bridge Day Out on 23 September 2025. This is part of the Foundation’s strategy to build a scalable, enduring ‘Bridge in Schools’ program.	Discussed. No further action required.
7	29/04/25	Email from Andy Hung – Offering to deliver a lesson on Friday 13 or Wednesday 18 June 2025.	Secretary discussed this with Ted Morriss (Education Officer) and he proposed the topic ‘How to Bid and Play Like an Expert’. This further discussion was on the back of discussion at the April meeting where the Committee endorsed an approach to engage Andy Hung subject to his availability.

			Ross Mangano moves that Andy Hung be engaged to deliver a training session on Friday 13 June, on 'How to Bid and Play Like an Expert' from 9.30 to 11.30 at a cost of \$10 per Member and \$25 for Non-Members with a minimum of 24 people required. This was seconded by Ken Griggs. CARRIED
8	01/05/25	Email from Moreton Bay City Council (MBCC) – Requesting copies of Insurance Certificates.	Email acknowledged and referred to Linda Almond for actioning. Refer to outgoing item 11.
9	01/05/25	Email from Caboolture Bridge Club – Requesting name badges for six (6) Caboolture members.	Referred to Wayne Parker and Linda Almond for actioning.
10	03/05/25	Email from Jennifer Mott – Requesting information of the next RBC Beginner Lessons.	Email acknowledged and response provided.
11	07/05/25	Further email from Maurice Sanders (Member and Director) – Responding to email issued by the Management Committee on 24 April 25.	Response provided. This matter is now considered closed by the Committee. Refer to outgoing item 2.
12	08/05/25	Email from Noosa Bridge Club – Promoting a Pairs Congress on 19 June 2025.	Posted on noticeboard.
13	09/05/25	Email from AMC Cleaning – Responding to ticket 66636 lodged by Fay Jeppesen.	No further action.
14	11/05/25	Copy of Email from Redcliffe Snooker Club – Advising details of their callout officers.	Refer to outgoing item 15.
15	13/05/25	Email from Kim Ellaway (QBA) – Promoting the Australian National Bridge Championships.	Posted on noticeboard.
16	13/05/25	Email from the MBCC – Promoting a people management webinar on 21 May 2025.	Email acknowledged.

4. Outward Correspondence

Number	Date	Details	Further Action/Discussion Required
1	24/04/25	Email to Andy Hung – Requesting confirmation of his availability to deliver a lesson at the RBC.	Refer to incoming item 7.
2	24/04/25	Email to Maurice Sanders (Member and Director) – Responding to his email of 17 April 25.	Refer to incoming item 11.

3	24/04/25	Email to Joan Mills (Member) – Responding to email dated 14 April 25.	No further action.
4	24/04/25	Email to Kim Ellaway (QBA) – Providing RBC input into the 2026 QBA Calendar.	No further action.
5	24/05/25	Email to RBC Club Members – Advising cancellation of the Bridge Improvement Lesson on 25 April 25 due to ANZAC day.	No further action.
6	28/04/25	Email to Maree Filippini (Member) – Advising nomination for RBC Life Membership and requesting acceptance.	Refer to incoming item 4.
7	28/04/25	Email to Fay Jeppesen (Member) – Advising nomination for RBC Life Membership and requesting acceptance.	Refer to outgoing item 5.
8	29/04/25	Email issued by Fay Jeppesen to the MBCC – Advising surface indicators along the pathways requiring attention by the MBCC.	Fay Jeppesen to follow up.
9	02/05/25	Thankyou letters for supporting raffle prizes for President's Day. Letters sent to Keri Anne Dooley (Hamper), Karl Winchester (Hamper), Luke Howarth (Hamper), Marlena Hadley (Quilts), The Plant Shack (\$30 gift voucher).	No further action.
10	05/05/25	Email to RBC Club Members – Promoting Supported Play commencing 10 May 25.	No further action
11	06/05/25	Email to RBC Club Members – Informing the membership of the passing of a former member, Dorothy Gehrke.	No further action
12	07/05/25	Email issued by Linda Almond (Treasurer) to the MBCC – Providing copies of current insurance certificates.	No further action.
13	08/05/25	Email to RBC Club Members – Informing the membership on the process to be followed with regard to Advanced Health Directives that contain 'Do Not Resuscitate' Member wishes.	No further action.
14	10/05/25	Email to the MBCC – Advising the details of the work undertaken to address the Defect Report (LE/2021/0678). This is now complete.	No further action.
15	10/05/25	Email to the MBCC - Advising details of the RBC callout officers. Snooker Club copied in.	No further action.
16	11/05/25	Email to the Caboolture Bridge Club – Inviting their Club members to the Andy Hung Training Session on 13 June 25.	No further action.
17	14/05/25	Email to RBC Club Members – Calling for Committee nominations together with motions for the upcoming AGM.	Secretary to follow-up.

Business Arising from the Inward and Outward correspondence:

Inward:

Item Number	Item Description	Follow Up Action Required

Outward:

Item Number	Item Description	Follow Up Action Required

Ross Mangano moved that the inward correspondence be received, and the outward correspondence be endorsed. Fay Jeppesen seconded this motion. **CARRIED**

5. Treasurer's Report (Linda Almond)

The financial report as at 30 April 2025 was tabled. Summary of accounts is set out below:

Everyday Account		\$8,274.38
Business Saver Account		\$409.84
Total Term Deposits	Two (2) deposits maturing 22 and 27 of May 2025 at 5.05% and 4.55% respectively	\$428,358.77

A summary of the April financials are as follows:

- Total income was \$7,546.72 and total outgoings were \$11,728.95 resulting in a negative result for the month of \$4,182.23.
- Table fees for the month were \$4,920.00. This is down by \$276.00 compared to the same period for last year.
- A liability of \$669.25 to Wright Express for our Coles Customer Account exists.
- Balance Sheet shows a total equity of \$459,665.74. This is up by 1.70% compared to the same period for last year.

Ross Mangano confirmed the existence and balances of all accounts listed in the Treasurer's report.

Ross Mangano moved that the total expenditure of \$2,099.85 for the acquisition and installation of the new TV be approved. This was seconded by Ted Morriss. **CARRIED**

Linda Almond moved that the maturing term deposits be reinvested for a period of six (6) months at the rate of 4.55%. This was seconded by Fay Jeppesen. **CARRIED**

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

6. Membership Report (Peter Hancock)

Ross Mangano moved the new application received for Jim Porter be accepted. This was seconded by Ken Griggs. **CARRIED**

7. **Building and Maintenance** (Fay Jeppesen)

Fay Jeppesen provided the following update:

- Pine Rivers Locksmith is to provide a quote to do a full repair to the main door lock.
- The exhaust fan in the men's toilets is still awaiting attendance of an electrician.
- A request was lodged with the cleaners to replenish the supplies. The cleaners have been reminded that it is their responsibility to monitor the supplies.
- A request has been lodged with the MBCC to address the faulty smoke alarm in the Clubroom.
- The MBCC has been advised the contact details of the RBC callout officers.
- An email has been sent to the MBCC to address the surface indicators along the pathways.
- The soap dispensers around the Clubroom and the toilets need to be replaced.

8. **O H & S Report** (Ken Griggs)

Nothing to report.

9. **Tournament Organiser Report** (Sandra Routley)

Sandra Routley provided the following update:

Director Training – Training of a new Director is progressing and they are on track to join the roster from June.

Australian Wide Novice Pairs - Monday 26 May – The Club has registered for the event and it is being promoted through the weekly notices. Booklets and paperwork should be received by 19 May.

Club Individual Championship (12, 19 and 26 June) – Director Bob Davies has approved the Conditions of Play. The event is being promoted through the weekly notices.

Emergency Contact Details - Directors have been notified by email regarding the location of a current list of membership details, should there be an emergency situation during a Bridge session.

August Congress – The flyer for the event will be developed at the beginning of July in line with the requirements to have it ready six weeks before the event.

Player Commitment to Sessions – There was discussion about players making appointments that may overlap with a Bridge session duration. There was agreement by the Committee that players should not attend a Bridge session if they cannot commit to the session duration.

GNOT Heats – Contending in Multiple Zones

There was a discussion of a situation that occurred recently where a contending team was disqualified due to qualifying in more than one zone. Sandra Routley advised contending team players can only contend and qualify in one zone. Sandra Routley also advised that it is the responsibility of each player to ensure they have not qualified in one zone before contending in another zone.

10. **Education Report** (Ted Morriss)

Nothing to report.

11. **Member Welfare Report** (Melva Leal)

Melva advised that she would be presenting to the beginners as they come to the end of their training to inform them:

- of the 'buddy' approach for anyone who signs up as a new member of the Club; and
- how the 'buddy' approach is part of the Club's Induction Program.

A get-well card will be sent to Geoff Shephard.

12. General Business

Follow up from Previous Meetings

Item	Meeting First Discussed	Status Update
Bag Hutches (Ken Griggs)	September	<p>There was discussion about the location of the hutch, after some feedback from Members, and after further deliberation it was agreed that the location just inside the main door was the most appropriate location.</p> <p>Ken provided an update on the installation which will be finalised with securing brackets.</p> <p><i>This item is now closed.</i></p>
Covering of Remaining Chairs (Sandra Routley)	February	Sandra advised this will be completed by July.
Operationalising Health Directive Information (Ross Mangano)	March	<p>Ross Mangano advised that a Pianola email has been issued to Members.</p> <p><i>This item is now closed.</i></p>
Consideration of Additional Life Membership Recipients (Fay Jeppesen)	March	<p>Fay Jeppesen proposed Susan Kennard for Life Membership. Fay advised Susan meets By-Law 11.3 with more than five (5) years of service to the Club. Fay stated Susan meets 11.3 as follows:</p> <ul style="list-style-type: none"> • 11.3(a) - As President (2yrs), Secretary (2yrs) Vice-President (2yrs) and Committee Member (1yr). • 11.3(b) - As Bridge Teacher for five (5) years. • 11.3(c) - As Bridgemate operator for two (2) years, and as both QBA and Brisbane Zone delegate. • 11.3(e) - As ambassador for the club, in representing the club at Petrie Electorate Volunteers Awards. <p>This proposal is seconded by Ted Morriss. CARRIED</p>
2025 AGM (Ross Mangano)	April	<p>Reports</p> <p>Ross Mangano advised that an email had been sent to all Committee and Non-Committee Members, who are contributing to the Annual Report, noting the deadline of 26 May for submission to the Secretary. It was noted that the Treasurer report will be subject to the return of the Financial Statements from the auditors.</p> <p>Committee Motions</p> <p>The wording for the Committee led motions were discussed and agreed to.</p>

		Other Motions The Committee noted the proposal of Maree Filipinni for Life Membership submitted by Sandra Routley.
Seating for Mobility Impaired Members	May	All action has been taken as previously advised. <i>This item is now closed.</i>

New General Business Items

Item	Detail
Purchase of a New Microwave (Susan Kennard)	Susan Kennard advised that the current microwave no longer works. Ken Griggs moved that a new microwave be purchased. A budget limit of \$300 was agreed to by the Committee. Fay Jeppesen seconded the motion. CARRIED Action: Ken Griggs to arrange the purchase.
QBA Meeting (Susan Kennard)	Susan provided an update from a recent QBA meeting.

13. Close and date of next meeting.

- Next Meeting – July subject to formation of the new Committee.
- Meeting Closed at 2.55pm.

Confirmed as true and correct by:



Sue Kennard (Chairperson)

03/07/25

Date: 3 July 2025