

Below is a **clear, structured summary** of the **Committee Meeting held on 9 April 2026**, based on the meeting transcript you provided.

Welcome

The meeting was opened by **Melva Leal**. Members were welcomed and a quorum was confirmed. The meeting included a detailed briefing on raffle compliance requirements before proceeding to the formal agenda.

Attendance

- Wayne Parker
 - Melva Leal (Chairperson)
 - Linda Almond
 - Sandra Routley
 - Ken Griggs
 - Peter Hancock
 - Maree Filippini (Guest)
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Apologies

- Brooke Anderson
 - Sue Kennard
 - Dianne McColl
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Minutes of the Previous Meeting

The minutes of the previous meeting were tabled and accepted as a true and accurate record.

- **Moved:** Wayne Parker
 - **Seconded:** Linda Almond
- The Chair noted the minutes were well presented.
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Matters Arising from the Previous Minutes

- An application was submitted for **10 tables of books** for the Australia-wide Novice Pairs (25–31 May).
- Position descriptions for several committee and administrative roles were further developed and refined (System Administrator, Membership Secretary, Website and Technical Administrator roles).
- Follow-up action continued on raffle compliance and documentation requirements.
- Depreciation schedules for club equipment were referred to the accountant for completion prior to finalization of accounts.

Inwards Correspondence

1. Peter Hancock raising issue of protection of personal data.
2. Sue Kennard asks will Jo Neary and Julie Jeffries be added to our MyABF Directors database.
3. Sandra Routley reports that Andrew Whitaker removed hard drives and they have been put in the safe, the old computers and keyboards have been removed from the office.
4. Brooke Anderson advises that she spoke to the men's shed about the bridge table stands and they are happy to provide a quote.
5. Kim Ellaway QBA reminds us to complete the members cancellation online.
6. Sandra Routley has provided a March schedule for Directors and Bridgemate assistants.
7. Kym Moritz, raising issued of personal details in MyABF.
8. Kim Ellaway QBA provides a message from the State Masterpoint Secretary regarding awards for stronger sessions.
9. Patricia Douglas asks when we run novice or beginner sessions.
10. Geoff Shephard, thanks for the update on Bridgemate3 devices.
11. Nichol Pieris on behalf of Kerri-Anne Dooley MP, happy to provide hamper.
12. Kim Ellaway QBA, confirmation of Teams Congress date for 2027.
13. Kim Ellaway, QBA Bulletin & Sanctuary Cove BC selling Bridgemate2 devices.
14. Kim Ellaway QBA, agenda for council meeting and AGM to be held on 16 April.
15. Peter Hancock, possible charity to consider for President's Day in 2027.

Outward Correspondence

1. Tom Dunsmuir, was advised that club will be holding onto the old Bridgemate2 devices for a while.
2. Geoff Shephard, was advised that club will be holding onto the old Bridgemate2 devices for a while.
3. Brad Coles AWP, entered 10 tables for the novice pair event on Monday 25 May.
4. Kim Ellaway QBA, requested Open Matchpoint Pairs congress on 15 August 2027 and Restricted Under 500 Teams congress on 21 November 2027.
5. Patricia Douglas advised we do not have any dedicated novice or beginner sessions, but she is welcome to play on Monday or Friday afternoons in the red section.
6. To members, QBA Bulletin.

The minutes of the previous meeting were tabled and accepted as a true and accurate record.

- **Moved:** Wayne Parker
 - **Seconded:** Linda Almond
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Outward Correspondence and Actions from the Current Correspondence

- Follow-up to be made with the **Men's Shed** regarding construction of a new shield/trophy.
 - Further liaison with QBA regarding Congress dates (alternative dates proposed).
 - Action to update membership approval workflows based on committee discussion.
 - Action to circulate revised position descriptions and upload approved versions to the website.
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Reports

TREASURER'S REPORT – MARCH 2026: (Linda Almond)

Tabled at the meeting of the 12th of March 2026

- Everyday Account - \$ 31,747.01 Cash at Bank
- Business Saver A/c - \$ 415.12 Investment Account
- Term Deposit - \$306,525.19 Maturing 22.05.2026
- Term Deposit - \$122,228.91 Maturing 27.05.2026
- **TOTAL HOLDINGS** - **\$460,916.23**

- Net Income for March \$ 2,114.98
- Expenses for March \$ 5,240.82 (list provided)
- Liabilities for March \$ 1,018.94 (Coles Account)
- Balance Sheet \$502,325.98 (8.30% Annual Change)

- Adjustments made to accounts to credit overpayments using the new MyABF system.
- Annual income noted at **\$11,027.60**.
- Depreciation approximately **\$8,787** of equipment to be finalised by the external accountant.
- Accounts not yet ratified pending depreciation and minor corrections.

The Treasurer's report was accepted and the accounts paid were tabled and accepted as a true and accurate record.

- **Moved:** Linda Almond
- **Seconded:** Ken Griggs

- **MEMBERSHIP REPORT: (Peter Hancock)**
 - Approximately **18 cancellations** recorded.
 - Current membership approximately **183 members**.

TOURNAMENT ORGANISER'S REPORT: (Sandra Routley)

- Position Descriptions edited by Peter, Brooke and Sandra
- President's Day to run with two sections; good entry numbers expected.
- Restricted Under 500 Teams Congress now proposed for **14 November 2027**.
- Discussion on external director access and administration controls.

- Anzac Day normal play in the afternoon.
- Life Membership proposal for Steve Woodrow, Sue Woodrow to be contacted about permission.

EDUCATION REPORT: (Melva Leal)

- Guest presenter **Joan Butts** booked for **Wednesday, 13 May** for two two-hour workshops.
- Topics to be confirmed (proposed areas: slam bidding, cue bidding, 2/1 systems).
- Advertising to include local clubs and MyABF system where appropriate.

OH&S Report: (Ken Griggs)

- Mould noted on ceiling tiles; immediate action agreed to remove affected tiles and investigate replacement.
- First aid supplies to be replenished including face masks.

MEMBER WELFARE: (Brooke Anderson)

- Cards sent to Errol, Herold and Elsa who were unwell.

General Business

- Approval given to proceed with a **posthumous Life Membership nomination** for **Steve Woodrow**, subject to AGM endorsement and family consent.
- Proposal supported to rename the annual Pro-Am event as the **Steve Woodrow Pro-Am**, to be taken to the AGM.
- Discussion on table stability and safety; decision to reinforce member reminders not to lean on tables and to improve signage/messages.
- Agreement to increase **Away Membership fee from \$10 to \$15** to cover federation costs (effective next club financial year).
- Discussion on off-site encrypted data backup storage; current arrangements approved without additional lockbox.

Motions

1. **Approval of Minutes of Previous Meeting**
 - Moved: Wayne Parker
 - Seconded: Linda Almond - **Carried**
2. **Approval to Proceed with Men's Shed Shield Project (subject to quote)**
 - Moved: Sandra Routley
 - Seconded: Peter Hancock - **Carried**
3. **Approval to cover transport (taxi) costs for Joan Butts workshop**
 - Moved: Melva Leal
 - Seconded: Peter Hancock - **Carried**
4. **Approval to increase Away Membership Fee to \$15 (to be confirmed at AGM)**
 - Moved: Wayne Parker
 - Seconded: Linda Almond - **Carried**
5. **Conditional approval for Treasurer's accounts to proceed to auditor once depreciation finalised**
 - Moved: Linda Almond
 - Seconded: Wayne Parker - **Carried**



President 07/05/2026



Secretary 07/05/2026