



MINUTES OF MANAGEMENT COMMITTEE MEETING.

Date **Thursday 20th July, 2017**
Venue: **Club Rooms**

PRESENT:

President:	Noreen Weyling
Vice President:	Lorraine Carr
Secretary:	Ruth Webb
Treasurer:	Lin McLaren
Committee:	Hank Hyde Florence McLaren Robert Cowley

Apologies; Nil

The Meeting was opened by the President at 4.30 pm. who welcomed all members.

Minutes of Previous Meeting:

Minutes of the previous meeting held on 15th June, 2017 were taken as read and confirmed as a true and correct record of that meeting. Copy signed in confirmation by the V/President Lorraine Carr. Motion to accept the Minutes proposed by Ruth Webb and seconded by Lorraine Carr. Carried.

Business arising from previous Minutes: Nil

Correspondence:

See attached list dated 20 July 2017 for both Inward & Outward correspondence.

Moved by Florence McLaren and seconded by Hank Hyde that the Inward Correspondence be received and the Outward be endorsed. Carried

Correspondence items discussed:

Inward:

- QBA Calendar 2018 draft. Noted and to be reviewed at next meeting.

Congress directing to be considered.

- Email purporting to be from Australian Government Department of Human Services. Later confirmed as scam mail. Do not reply.
- MBRC Fire Services did not keep appointment for 20/7. Follow up required.
- New website to play bridge to be displayed on notice board.
- QBA Director training for new rules – NW, TD/ & RC to attend on 29/7
- Joan Butts online school – details to notice board
- Workcover – Treasurer to respond
- Monday club invoice – Treasurer to attend
- Australian Wide, Open Pairs – RW has responded, 9~11 tables expected.

Treasurer's Report:

Lin McLaren presented her financial report as follows:

Opening Balance:	\$18,663.03	Receipts:	\$5,217.00
Payments:	\$ 9,460.77	Closing Balance:	\$14,419.26

List of June accounts paid submitted for confirmation. See attached.

Motion to accept the report and confirm accounts paid moved by LM and Seconded RW. Carried

Match Committee Report: Match committee minutes for 13th July 2017.

Significant item.

J. Youens has written to the committee regarding GNOT events and qualification procedures. Committee has made a recommendation to the Management Committee that in future only one round, 3 sessions, 1 X single session day and 1X 2 session day, be used for qualification. Other rounds, if played would still

attract Gold points but be excluded from progression qualification. Jim Breene is writing procedure.

Moved by RC and Seconded FMcL that recommendation supported with proviso that the 2nd session day have commencement around 10:00am and finish by 4:30pm.

GENERAL BUSINESS:

- **Congress Report.**

LC advised event well attended with 26 tables for Teams and 28 tables for Pairs competing. A few tech issues at the start were overcome, thanks R Sutton for assistance. Atmosphere was good, outdoor area worked well. Special thanks for work by J Brain and all those others who assisted with set-up and other support functions.

Catering process worked ok but sandwich fillings of questionable quality. Caterer advised. Suggestion is to make in house next year.

Entry prices for both members and non-members to be reviewed.

Concern that tournament director supplied club with hand records prior to the event. This could lead to disqualification of any member(s) who had access. Director claimed he responded to request from club but action was most irregular.

NW proposed vote of special thanks to Lorraine and to members who supported the event. Fully supported.

- **Bi-Annual General Meeting.**

NW advised organisation is on track.

Treasurer is not able to attend. Is awaiting accounts from accountant and will hand over to RC for presentation at meeting.

As Secretary will also be unable to attend Tony Davidson will act as minutes secretary for the meeting.

- **Kitchen Duty Roster.**

NW. Still not working satisfactorily. Often only 1 rostered person attending sessions despite players being selected based upon normal attendance patterns.

Not all duties being completed. No dishwasher unpacking or general clean-up.

Additional numbers to be listed by FMcL. Duties, including Fridge clean, Laundry etc to be articulated to all members via Pianola and notices. RW to attend to notices.

- **Club House Spring Clean.**

Carpets and chairs to be professionally cleaned. Moved LC. Seconded RW. Carried.

Table covers are being laundered.

NW has organised a general cleaning day on Monday 24/7. Carol Cowley, Bev Connell, Jannette Youens and Noreen Weyling.

- **Smoke Alarms.**

Richard Medhurst has investigated. Fire Dept. inspected premises and have provided written report that Smoke Alarms are not mandated for this type of premises. (Single story and not used as sleeping accommodation.) MBRC has been copied and have acknowledged report. Letters to Secretary for secure filing with premises lease documents. Electronic copies to be made as backup.

Thanks Richard.

- **New Position.**

NW moved that a title of Project Co-Ordinator be given to Richard Medhurst. Seconded LMcL. Carried.

Rational is that the ongoing role be seen as significant and recognised both internally and externally. There is an ongoing need for the role to interact with tradespeople, MBRC, and grant providers. Thanks Richard for your work to date.

- **Gambling Fund** – Floor Tiling / Lino replacement

Grant approved.

Sample tiles considered and selection confirmed.

Area in front of kitchen to be extended to include front entrance door and to rear wall.

Tiling to be done in August on Wednesday 23rd (evening), all day Thursday 24/8 and Friday 25/8 and possibly Saturday morning 26/8.

Bridge sessions for Thursday 24th and Friday 25th will be cancelled.
Secretary to send & display notices for members.

- **New member Application.**

Application for membership from John Schmidt.

Motion to accept Moved by NW and Seconded LMcL. Carried.
Secretary to send welcome letter.

Florence noted that an irregularity occurred when he was introduced as a new member prior to formal approval. Noted.

- **Electricity Charges.**

Richard Medhurst is to undertake a forensic investigation. Treasurer to make accounts available to Richard.

- **Tuesday and Friday Sessions.**

Tuesday. Another of our beginners has complained at the poor attitude of an experienced player. The new player stated they will not attend further Tuesday sessions.

Lorraine will manage situation and encourage beginner to play on Thursday for the time being.

Friday – intermediate lessons. Sue is currently not able to run these sessions and they have been postponed for the time being. Regular Friday players are being encouraged to attend Thursday sessions.

- **Mixed Pairs Championship.**

Geraldine to be a non-playing director for the event.

Motion Moved by NW and Seconded by RW that a payment of \$50 to be offered. Motion carried.

As event may only be won by a Male / Female pair a side movement will be run if numbers are sufficient.

- **Red Point Events.**

RW advised the Club now has 14 Red point events available for the year. This will allow us to allocate red points to the recent Novice Pairs event.

- **Front Lawn Maintenance.**

Richard Medhurst has suggested that to beautify area it could be re-turfed or we could approach MBRC to extend gardens and mulch.

Suggestion to approach council supported as first option.

Richard also suggested that to enhance external appearance blinds could be considered to cover toilet windows. To be investigated further and with rough cost estimate.

- **Standby.**

J. Youens has advised that she is withdrawing her motion for the Bi-Annual General Meeting that the standby system, mandated for all members, be reintroduced.

Although LC and RW favour the idea of re-introduction the majority of management committee support current practice of members initiating partner requests using Pianola which seems to be meeting with success.

- **Advertising / Promotion.**

Florence noted that a 2-month lead time is required to book advertising space in local papers.

Florence and Lorraine to review needs for advertising Beginner Classes and Older & Bolder and take appropriate actions.

- **Incentive to Play** - Social Event(s).

NW suggested having a monthly, sandwich lunch day, prior to a normal bridge session. Lunch @ 11:30am. Cost of lunch covered by Club.

Idea supported.

Commencement date to be selected and members advised.

NW to liaise with provedore.

- **Strategic Plan.** - Refer April Minutes.

A questionnaire is to be developed. RC put forward a note suggesting topics of Behaviour and Attitudes, Communication and Social interaction. RC & NW to progress and report.

Next meeting to be held 17 August 2017.

Confirmed as a true and correct record:

President:

Date: