

TOOWONG BRIDGE CLUB INC.



Management Committee Meeting 12th December 2016 Minutes

The meeting was opened by the president Geoff Saxby at 3.00 pm.

1. Attendance/Apologies:

Attendance: Geoff Saxby, Anne Griffin, Lena Darlington, Sheena Daley, Chris Garvey, John Galton, Margaret Prentice, Neil Strutton, Diane Swan, Karen Sweep.

2. Minutes of the previous meeting 14th November 2016:

John Galton moved that the minutes as circulated be confirmed as a true and accurate record of the meeting of the 14th November 2016. Seconded: Margaret Prentice. Carried.

3. Business arising from the minutes of the previous meeting 14th November 2016:

None.

4. Correspondence:

Inwards: A letter from Bernice Shaw tendering her resignation from the TBC management committee;

Outwards: Invitations to attend the Saturday Christmas Party to the state member Dr Steven Miles and to the local member Cr Peter Matic;

Acquittal Form with necessary receipts/invoices to the Gambling Community Benefit Fund (outlining the allocation of the grant made to TBC).

Anne Griffin moved that the incoming correspondence be received and the outgoing correspondence be endorsed. Seconded: Diane Swan.

5. Treasurer's Report:

There was no report.

6. Membership Update:

TBC has welcomed the following new members: Helen Triscott, Karin Iovannella, Trevor

Gynther, Ilva Copley, and Alison Banks. Membership currently stands at 910. The membership secretary reported that invoices have now been mailed to those members who are not on email and did not collect them from the club.

7. Resignation / replacement of Bernice Shaw:

Bernice Shaw has resigned from her position on the TBC management committee. She will continue in her role as head scorer. The committee notes the contribution that Bernice has made as a member of the committee and the contribution she is continuing to make as head scorer. A letter will be sent to thank her. It was suggested that incoming Head Dealer Sharon Clifford be approached to fill the vacant position of committee member. Chris Garvey moved that the president approach Sharon Clifford to ask if she would consider being a member of the TBC management committee. Seconded: Anne Griffin. Carried.

8. Replacement / Repair of chairs:

John Gralton reported that he and Lee Rogers transported sixteen chairs to the Gold Coast manufacturer for repairs. Those that can be repaired will be and others will need to be replaced. Some will be ready for collection this week.

9. Hardware / Software issues:

Geoff Saxby reported that when he, Sue Eix and head scorer Bernice Shaw met to discuss hardware and software issues it was suggested that Peter Busch be asked to check all current hardware and software setups to ensure that all systems are as they should be to work efficiently to cater for our needs. More support for CompScore operators may also be needed so that they can manage any unforeseen situations that arise. Bernice Shaw has expressed interest in running a workshop to address this. While there are some problems at times, Geoff pointed out that over the past year there was only one time that he can recall when there was no result available at all for a session of play. This puts the difficulties that do arise occasionally in perspective.

10. Difficult boards / solutions for Newsletters:

Geoff reported that it has been suggested that the solutions to the 'difficult boards' problem appear in the same issue as the problem. This will be done in future editions. He as newsletter editor will also test producing more frequent and shorter 'newsheets'. This will allow events of interest to be showcased closer to the event.

11. Shade sail:

John Gralton reported that the posts have been put in for the shade sail over the outdoor eating area. It is expected that the sail will be attached in the New Year.

12. Entertainment Books :

Geoff Saxby reported that the club will sell 'Entertainment Books' next year. They sell for sixty five dollars. Refunds are paid for any not sold. They are due to come on the market in April 2017 and their use will be valid till June 2018. The company will recontact the club in February to confirm arrangements.

13. Interclub Teams trophy (in honour of Marion Cooke) :

Julie Jeffries contacted the club to say that there have been suggestions to name the Interclub Trophy the Marion Cooke Trophy. This is to honour Marion who passed away this year and to recognize her contributions to Bridge in Queensland. The committee was in agreement with this but recognized that responses to issues like this may need to be dealt with more speedily and not necessarily only at committee meetings.

14. Interclub Teams:

- o **Interclub Teams (particularly Rookies)**
- o **Rookie and Intermediate Pairs Championship**
- o **Rookie development**

Geoff Saxby noted that in order to have a better response for competitions involving rookies, more interest needs to be generated in the players who are in that category of under ten master points. The need for rookie competitions to foster this area should be considered, as well as more categories in congresses. More publicity is needed. Next year the program of mentoring rookie players should be revisited.

15. Excess water usage:

John Gralton reported that after investigations it was found that there has only been a small increase in water usage. No leakage was found by the plumber.

16. Pianola – use of partner-finding option:

The use of Pianola to help members find partners will be considered next year.

17. Arrangements over the Christmas break:

The club will be open every day except Christmas day over the Christmas- New Year period. The walk-in program (with partners provided for all Monday to Friday day sessions) will continue as usual. The club thanks Helen Clayton for ensuring that this program can continue over the holiday period. The webmaster will be asked to publish this information on the TBC webpage.

18. New Dishwasher:

A more efficient dishwasher may be needed for days when the club hosts events such as The Melbourne Cup function. The need for lipstick to be removed by hand causes delays. For other occasions the current one performs satisfactorily. John Gralton will make further enquiries.

19. Publicizing dates of club's random Red Point events:

Chris Garvey questioned whether random red point events have at times attracted non regular players. Security about the dates needs to continue to be ensured.

20. Education Workshops Program for 2017:

The Education Sub-Committee suggested that the first workshop of the year be offered before the Gold Coast Congress. Five workshops in total are proposed with two possibly

by Andy Hung and two by Joan Butts and one by a new presenter, as was done in 2016. Anne Griffin moved that a program of educational workshops similar to that offered in 2016 be planned for 2017. Seconded: John Galton. Attendees will be asked for feedback after each session. The topics for the workshops need to be determined.

21. General Business:

- Some copies of the fiftieth anniversary book Tricks and Trumps are still available. They will be offered for sale for five dollars each.
- As in past years Christmas Gift Vouchers will be given to members performing various tasks for the club. Only those not receiving honoraria will be thanked in this way. This year there is one addition for the role of coordinating the stand-by program. This year the co-ordinator will be given a voucher but the position will then be added to the honorarium list. Margaret Prentice moved that Helen Clayton be presented with a gift voucher for one hundred dollars this year. Seconded: John Galton. Carried.
- Directors have been asked to remove cards that they find are in poor condition. Committee members are encouraged to draw the director's attention to any boards that they think have cards that need to be replaced.
- Joy Dickinson is turning ninety shortly. Arrangements are in place to celebrate this event when she attends the morning session on the 15th December.

22. Items for Future Meetings:

Strategic planning.

23. Meeting Closed at 4.40 pm. Next meeting 13th February 2017 at 3pm.

TOOWONG BRIDGE CLUB INC.



Management Committee Meeting 10th October 2016 Minutes

The meeting was opened by the president Geoff Saxby at 3.00 pm.

1. Attendance/Apologies:

Attendance: Geoff Saxby, Anne Griffin, Diane Swan, Lena Darlington, Sheena Daley, John Galton, Margaret Prentice, Bernice Shaw, Neil Strutton, Karen Sweep, Sue Eix.

Apologies: Chris Garvey.

2. Minutes of the previous meeting 12th September 2016:

Diane Swan moved that the minutes as circulated be confirmed as a true and accurate record of the meeting of the 12th September 2016. Seconded: Margaret Prentice. Carried.

3. Business arising from the minutes of the previous meeting 12th September 2016:

A review has been conducted of the arrangement to provide dealt boards to Joan Butts for ten dollars per week. To reflect the dealing charges made by other clubs, Diane Swan moved that TBC will charge twenty dollars per week. Seconded: Anne Griffin. Carried. A letter will be sent to outline the details of this new agreement. The arrangement will be reviewed in six months.

4. Correspondence:

Inwards: Email from ABF announcing the ABF Summer School, a 10 week online training programme to help prepare novice players for the Summer Festival of Bridger in January. Anne Griffin moved that the incoming correspondence be received. Seconded: Bernice Shaw.

5. Treasurer's Report:

The Treasurer's Report was circulated. Diane Swan spoke to the report and moved that the report as circulated be adopted. Seconded: John Galton. Carried.

6. Membership Update:

TBC has welcomed the following new members: Bill Peters, Ronnie Toohey, Paul Kennett,

Mary Rose Cooney, Ben Whitehouse. Total membership is now 910.

7. TBC Program 2017:

Sue Eix outlined the final details to be confirmed for the TBC program for 2017 in preparation for printing. Anne Griffin moved a vote of thanks in recognition of the work done by Sue on this. Seconded: John Galton.

8. Office Holders and Activities:

The document outlining the major activities undertaken by the various volunteers in the club is complete. John Galton moved that The Office Holders and Activities document be posted to the TBC website for the information of members and that the Management Committee keeps the secretary informed of any changes as they occur to ensure that the document remains current. Seconded: Anne Griffin. Carried.

9. Bridgemate Replacement/Repair:

Bernice Shaw reported that the new Bridgemates have been received.

10. Notice Boards:

The committee confirmed that the sub-committee will enact the guidelines decided at the September meeting.

11. Melbourne Cup:

Karen Sweep reported that preparations for the Melbourne Cup Day luncheon are well underway. The caterer and the menu have been determined and volunteers to assist on the day have been organized.

12. Dangerous Chairs:

Margaret Prentice reported that chairs needing repairs have been identified. These will be collected by the person who will repair them. If chairs need to be replaced, they will be replaced by smaller chairs which will be suitable for use in the teaching room.

13. Standard Card for Walk-ins:

There has been a request for standard system cards to be available for walk-ins to use. A number were prepared earlier for this purpose and are in the office, in the president's drawer.

14. Nationwide Pairs:

ABF offers a nationwide competition which runs every fortnight. This is something that the club will consider next year.

15. Additional Item for Inclusion in the Newsletter:

At the request of a number of members, Anne Griffin suggested that a segment on the bidding or the play of interesting or difficult hands could be included in the Newsletter, with a solution be provided by an experienced player. The hands could come from actual sessions at TBC.

16. Beginners Classes 2017:

Margaret Prentice reported that the education sub-committee has decided that a Wednesday evening class will be offered next year. The class may run from 6.30 to 8.45 and Sue Eix has agreed to take that class as well as a day class on Mondays. This series of

eight classes will begin late January or early February.

17. External Improvements:

- An uneven area at the bottom of the ramp causes difficulties for members using wheeled walkers when accessing the club. John Gralton moved that he obtain a quote for concrete grinding to be done to resolve this issue. Seconded: Anne Griffin.
- John will obtain quotes for the supply and installation of shade sails to provide protection from the sun over the outdoor eating area.

18. General Business:

A request has been made to use the data projector to show progressive results during play. The committee decided that this will not be done, in line with the policy to not display progressive rankings on bridgemates during play.

19. Items for Future Meetings:

None.

TOOWONG BRIDGE CLUB INC.



20. Meeting Closed

at 5.35 pm. Next meeting 14th November 2016 at 3pm.

Management Committee Meeting 12th September 2016 Minutes

The meeting was opened by the president Geoff Saxby at 3.00 pm.

21. Attendance/Apologies:

Attendance: Geoff Saxby, Diane Swan, Lena Darlington, Sheena Daley, Chris Garvey, Margaret Prentice, Bernice Shaw, Neil Strutton, Karen Sweep, Sue Eix.
Apologies: Anne Griffin, John Gralton.

22. Minutes of the previous meeting 8th August 2016:

Chris Garvey moved that the minutes as circulated be confirmed as a true and accurate record of the meeting of the 8th August 2016. Seconded: Neil Strutton. Carried.

23. Business arising from the minutes of the previous meeting 8th August 2016:

None.

24. Correspondence:

Other than the usual inward and outwards correspondence there was:

- A thank you letter and certificate of appreciation from Parkinsons Qld thanking TBC for our support in raising \$827.45 at our Christmas in July function;
- An invitation from QBA to the TBC president, as one of the presidents of the larger Qld clubs, to attend a one in ten year planning meeting.

Neil Strutton moved that the incoming correspondence be received. Seconded: Margaret Prentice.

25. Treasurer's Report:

The Treasurer's Report was circulated. Diane Swan moved that the report as circulated be adopted. Seconded: Bernice Shaw. Carried.

26. Membership Update:

TBC has welcomed the following new members: Kent Taylor, Jennifer Gillies, Christine Smith, Henry Jackson, Michelle Somerville, Bobbie Somerville, Ken Davies, Raelene Clark, Angela Lawson. Total membership is now over 900.

27. Office Holders Duties:

The current updated version of The Office Holders document was circulated. Geoff Saxby mentioned that some important positions aren't covered and will need to be. Negotiations have been initiated with Janet Lovell (current Congress Convener) on how best to transition this very large role for an individual to a team approach similar to that employed by the scorers and dealers. A further update of the document will be prepared for distribution to members when finalized.

28. Solar Power Update:

The solar power is working well and resulting in a significant decrease in our electricity costs. The internet connection is almost completed so that usage can be monitored remotely at any time.

29. Front Deck Awning:

Final measurements have been taken for the awning and the installation is expected shortly. The balance of the Gaming Fund solar panel grant money has been approved by BCC to be allocated to this project and will cover roughly half the cost of the awning.

30. IT Update:

Final accounts have been paid for the update of hardware and software. Six thousand dollars was budgeted for this project which has come in under budget. A total of \$4642.96 has been paid. All is working well.

31. Communications Update:

Geoff Saxby reported that his first newsletter as president has been issued and has been favourably received. Communications with members will now include the weekly announcements being sent to members via email as well as being posted on Facebook and continuing to be read and posted at the club.

32. Bridge Session Times - Monday Afternoon Session:

This session cannot be introduced at present. A director and scorer will need to be found as well as a parking marshall to address potential parking problems. Further consideration needs to be given to these issues.

33. Bridgemate Repair/Replacement:

Bernice Shaw reported that she has been quoted for repair and replacement costs for defective Bridgemates. The keyboards will cost twelve dollars and the screens twenty five dollars to replace or repair. Ten machines need to be replaced at a cost of \$220 plus postage. Bernice moved that the club purchase ten new machines at a cost of two hundred and twenty dollars plus postage. Seconded: Neil Strutton. Carried.

34. Shade Facility over Al-fresco Area:

A quote for this will be organized when John Galton returns.

35. Improving Drain at Bottom of Entry Ramp:

Two quotes have been obtained to improve the drainage at the bottom of the ramp so

that water does not pool there when there is heavy rain. A decision on this and on removing the uneven lip near the drain will be made when John Galton returns.

36. Proposal for Allocation of Competition Prizes:

Sue Eix outlined the proposal she has prepared for the committee for the allocation of consolation prizes (prizes for B grade) for regular session red point competitions. While it is clear that there is some value in doing this, it would mean a lot of last minute work for the director, competition convenor and prize preparer in a short period of time. The committee decided that there will be no allocation of consolation prizes for teams or pairs for regular bridge sessions. This issue may be revisited in the future. The committee thanked Sue for her work on this.

37. New Placement of Competition/Congress Flyers (for Sue Eix):

Lena Darlington raised the issue that Sue Eix would like to see a more efficient use of notice boards and the placement of the racks for competition and congress flyers also to be considered. The committee agreed that this should be investigated. A sub-committee consisting of Bernice Shaw, Diane Swan and Sue Eix will investigate this issue. The guidelines are that all competition and congress flyers are in one area and bridge holidays and unrelated items are in another area. The competition results on the mobile notice board should be on the side facing the door, not on the back.

38. Dangerous Chairs:

There are a number of chairs in need of repair. Lee Rogers has made contact with the supplier. The supplier will collect these chairs and repair them. Chairs which need repairs should be identified and put aside. One office chair needs to be replaced. Karen Sweep will purchase a replacement.

39. Missing Boxes of Boards:

Chris Garvey reported that a stock take of boards showed that there were four boxes of boards unaccounted for. The trial period of the contract with Joan Butts for the use of dealt boards has completed. A review of the conditions regarding the use of TBC boards externally from the club will be conducted.

40. General Business:

Two honour boards – for club championships and club president - need to be updated. Margaret Prentice is organizing this.

41. Items for Future Meetings:

Catering for players who have come from supervised play.

42. Meeting Closed at 5.12 pm. Next meeting 10th October 2016 at 3pm.



Management Committee Meeting 8th August 2016 Minutes

The meeting was opened by the president Geoff Saxby at 3.05 pm.

43. Attendance/Apologies:

Attendance: Geoff Saxby, Anne Griffin, Diane Swan, Lena Darlington, Sue Eix, Chris Garvey, Margaret Prentice, Neil Strutton, Karen Sweep.

Apologies: Sheena Daley, John Gralton, Bernice Shaw.

44. Minutes of the previous meeting 11th July 2016:

Diane Swan moved that the minutes as circulated be confirmed as a true and accurate record of the meeting of the 11th July 2016. Seconded: Anne Griffin. Carried.

45. Business arising from the minutes of the previous meeting 11th July 2016:

None.

46. Correspondence:

Other than the usual inward and outwards correspondence there was:

- A request received from a member of the public to rent five parking places. A reply was sent to say that the TBC car park is exclusively for the use of TBC members;
- Letter of thanks sent to Beryl Muller who provided baskets of items for raffles for the Christmas in July charity fund raiser and for the charity day to be held in September;
- An email was received from 'All Events in City' (Brisbane) to note that our beginners' lessons are advertised on their site;
- An email was received from the Brisbane City Council My Community Directory with information about grants that TBC may be eligible for.

Anne Griffin moved that the incoming correspondence be accepted and the outgoing correspondence be endorsed. Seconded: Chris Garvey.

47. Treasurer's Report:

The Treasurer's Report was circulated.

Diane Swan moved that the report as circulated be adopted. Seconded: Anne Griffin.
Carried.

48. Membership Update:

TBC has welcomed the following new members: Robert Day, Janet McKeough, Susie Copland, David Copland, Kate Cremona, Budi Maher, Karen Walsh, Denise Kinnane, and Jo Neary. Total membership is now 899.

49. TBC Program for 2017:

- Sue Eix presented the draft of the 2017 program and spoke to that. The committee accepted the dates and events as proposed. Sue will complete the program booklet with the dates and events confirmed from the meeting. Before publication, consideration will be given to sponsoring an organization on the inside cover of the booklet. The committee noted that Sue has done a great deal of work in preparing the program and thanked her for this work.
- The committee decided that a sub-committee consisting of Geoff Saxby, Anne Griffin, Sue Eix, Janet Lovell and Neil Strutton be formed to discuss future planning of the timing of congresses to be held at TBC.

50. My Community Membership and Community Engagement

Geoff Saxby noted that because our beginners' lessons are advertised on Facebook they are now automatically linked to All Events In... which currently has a potential viewership of 25 million. Similarly the information about BCC grants has come from our My Community membership.

51. Front Deck Awning:

Geoff reported that the committee has accepted the quote of \$5605.60 for a full length awning at the front of the clubhouse. An application for council approval has been submitted.

52. IT Update Progress; Licensing:

Geoff reported that all connections are completed and the system is stable and deal files are coming through. The issue of licenses has to be addressed. Currently Word and Excel are installed on the office computers and our license covers this. The dealing computers do not require this software so it need not be installed on them. The requirements for the library computer will need to be checked. One final payment is to be made to the computer consultant for his work done.

53. Communications Update – Newsletter:

Geoff reported that production of the newsletter is under way. It will be out some time in August.

54. Bridge Session Times:

Geoff raised the issue of introducing a further 12:30pm session on Mondays. There is considerable support for a session similar to the Wednesday afternoon session. Parking issues will need to be considered to ensure that there is minimum impact on the Monday morning session and on those coming to lessons or supervised play. The issue will be

researched further and scheduled for consideration at the next committee meeting.

55. Bridgemate Key Problems:

The Bridgemate franchise is again based in Adelaide so that the devices can be sent for repairs there and not to the Netherlands as has been the case until recently. Over the next week or so, players will be asked to make detailed notes to the session scorer regarding machine malfunctions e.g. 'sticky' keys etc. Repairs will then be undertaken with individual Bridgemates based on the seriousness of the problem. At this stage the Bridgemates do not need to be replaced. Necessary repairs should be done as needed and in the future when there is a significant upgrade in new bridgemates, then it may be appropriate to replace ours with those new devices.

56. Office Holders' duties:

- Karen Sweep has offered to assist Elaine Kelly in her role as Melbourne Cup and Charity Days Convenor. As a committee member she will be able to liaise with Elaine and the committee in preparation for these events.
- More work needs to be done to update the Office Holders and Activities document. A sub-committee of Geoff Saxby, Diane Swan, Lena Darlington and Margaret Prentice has formed to work on this. An updated version will be prepared for the next meeting.

57. General Business:

- Lena Darlington reported that TBC (amongst other clubs) has won a complimentary novice entry offered by the QBA to attend one event at the Summer Festival of Bridge. The committee will need to decide urgently how the TBC winner is to be selected.
- Geoff Saxby presented a quote (facilitated by Larry Moses) to partly cover the housing for the solar inverter so that it looked like a pack of cards. The quote for this painted cover is \$500. After much consideration, the committee did not endorse this proposal. The committee expressed appreciation for Larry's efforts in striving to improve the appearance of the solar inverter as well as the cards decorating the car-park level. At this time, the committee agreed unanimously to seriously consider any suggestions to bring the decorative cards back to pristine condition.
- Geoff also reported that members have raised the issue of shade cover over the outside eating area now that the trees have been trimmed. The provision of shade cloth, sails, or umbrellas will be investigated. Repairs to the paving in that area also needs to be considered and this should extend to a review of the groundwork at the bottom of the ramp to ensure easy and safe access particularly for members using walkers during wet weather. This will be followed up with John Galton when he is available.

58. Items for Future Meetings:

- None.

59. Meeting Closed at 5.10 pm. Next meeting 12th September 2016 at 3pm.



Management Committee Meeting 11th July 2016 Minutes

The meeting was opened by the president Geoff Saxby at 3pm.

60. Attendance/Apologies:

Attendance: Geoff Saxby, Anne Griffin, Diane Swan, Lena Darlington, Sheena Daley, Chris Garvey, John Gralton, Margaret Prentice, Bernice Shaw, Neil Strutton, Karen Sweep.

61. Minutes of the previous meeting 20th June 2016:

Anne Griffin moved that the minutes as circulated be confirmed as a true and accurate record of the meeting of the 20th June 2016. Seconded: John Gralton. Carried.

62. Business arising from the minutes of the previous meeting 20th June 2016:

None.

63. Correspondence:

All routine. There was no inward or outward correspondence that needed to be considered by the committee.

64. Treasurer's Report:

The Treasurer's Report was circulated.

Diane Swan moved that the report be adopted. Seconded: Chris Garvey. Carried.

65. Membership Update:

TBC has welcomed the following new members: Edie Weigh, Judy Rutch, Ron Wills, Sue English, Rachel Langdon, Ryan Stevens, Bala Balasekeran and Teresa Robertson. Total membership is now 891.

66. My Community membership and community engagement :

Geoff Saxby reported that TBC has joined "My Community" which facilitates connections between Government organisations, Community organisations, and the public.

Membership allows the club to further engage with our community.

67. Community Corner (support for other community groups):

Geoff suggested that a corner of a notice board be allocated for Community information – an area for members where we can support other local community groups, list of TBC JPs etc.

Anne Griffin moved that approximately half a metre of a notice board be assigned for Community Information. Seconded: Margaret Prentice. Carried.

68. Sponsorship:

Geoff has been approached by potential advertisers in the newsletter. Margaret said that in the past sponsors have paid two hundred dollars for a half page ad in the newsletter. Geoff will follow this up.

69. Front deck awning:

John Gralton has investigated options for an awning over the main entrance. The awning is needed to overcome the problems that arise when it rains, and in particular to ensure that the inside floor does not become wet when people enter and bring umbrellas inside. Because members also enjoy the sun in this area, John suggested (and showed a sample of) a product that will protect from rain and also allow the sun through. Sunstate Awnings has quoted \$4345 to install an awning 9.2m by 1.5m using the Sunorama product which will offer protection from rain while allowing light transmission. John will check warranties and expected lifetime details.

John Gralton moved that, subject to satisfactory warranty and lifetime assurances, the club accepts this quote. Seconded: Chris Garvey. Carried.

70. IT Update Report:

Geoff reported that the update is progressing. More login options will be made available so that everyone who needs to use the computer system is able to login and access data. All data will be stored in one place. Regular back-ups will occur automatically. Every computer will be able to do scoring and general office functions, rather than having specific computers for each task.

John Gralton moved that a payment of \$750 be made to the consultant for the work done so far on the upgrade of the computer system. Seconded: Neil Strutton. Carried.

71. Communications Update – Newsletter, Social Media Demo:

Geoff demonstrated the TBC Facebook site. This will allow continual updates of club news and information and allows members and the public to interact with the site. Current communications such as the newsletter will continue so that all members can be reached.

72. Solar Installation Update:

John reported that Energex has now completed the connection of the solar panels to the grid. The club has not yet been invoiced for this. All work on this is now complete and the system is working well. Some continuing difficulties with the Internet connection to monitor usage will be followed up.

73. Tree trimming Update:

John reported that the trees have been trimmed to gutter level. The trimming has been done to minimise shade over the solar panels and also to address safety issues because the leaves in the car park posed a risk to members in wet weather. The trees that have been trimmed will shoot out and thicken up at a low level and hence will provide a natural screen in front of the windows on the railway side.

74. Christmas in July:

Margaret Prentice reported that she has contacted Parkinsons Qld about the function on the 23rd July. Donations for the raffle have been coming in and the tickets will go on sale this week. Players will be notified that it is suggested that one of each pair pays table fees and the other player brings food for the occasion.

75. Taxis:

John has discussed with the Brisbane City Council the problem of taxis using the TBC carpark. While registration numbers could be noted and reported to the companies, no simple solution is readily apparent. The committee believes it is best to engage with the drivers in a positive way whenever possible, with individual committee members taking the opportunity when necessary to explain our needs and to make them aware of the situation so that they do not cause problems to club members at those times when the carpark is particularly busy.

76. Bridge Session Times:

In view of the fact that a new session was successfully introduced last year, and that there has been discussion in the past of adding further sessions, John raised this issue and suggested a format that he found successful in another club. It was decided that no further session will be considered for this year. This will be revisited in the future. In the meantime some social/fun sessions may be added on occasions and these may provide an indication of interest. The education sub-committee will consider the beginners' education program and the supervised play program at its next meeting to see if initiatives can be devised to overcome the reduction in numbers on Thursday evenings.

77. Slow Play:

Anne Griffin raised the issue of slow play, at the request of some members. They were concerned that some players at times deliberately use slow play as a tactic or gamesmanship when it suits them or when it is to their advantage. The Committee noted that the director should be called to address these issues at the time. The game relies on etiquette and breeches of this etiquette require the discretion of the director. A reminder of these issues in the newsletter may be necessary.

78. Provision of pens for players with vision problems:

Anne was also asked to suggest that pens be provided for players with vision problems. The committee felt that currently those players who have severe vision problems seem to be happy to bring their own pens. It is a clear indicator for the other players at the table that there is a need to be aware of the vision problems when the player provides the pens. There are 6B pencils currently available for this reason and no one is availing themselves of this, seeming to prefer to bring the particular pens that best suit their particular needs. The committee feels that continuing this method is appropriate while no vision impaired player has requested differently.

79. General Business:

- John reported that Frank Speare and Bruce Roberts had offered to repair the damaged insect screens at the entrance to the club. This has now been done. They should be thanked for this.
- Lena had been asked to raise the problem of the air-conditioning at times being too warm for some players. The committee noted that some players also find it too cold

at times. The temperature at which the air-conditioners are set cannot suit everyone at all times. Some parts of the building are warmer and cooler than other parts. Members must be aware of this and prepare accordingly when they come to a session.

- Some bridgemates give problems with some of their keys. The particular devices need to be identified at the time and the number recorded so they are sent for repairs.

80. Items for Future Meetings:

- Roles of Committee Members;
- The air-conditioner in the back room is giving problems at times. It needs to be determined before the next meeting if there a consistent problem, and if so what follow up is needed.

81. Meeting Closed at 5.15 pm. Next meeting 8th August 2016 at 3pm.



Management Committee Meeting
9th May 2016
Minutes

82. The meeting was opened by the president at 3pm.

83. Attendance/Apologies:

- Attendance: Margaret Prentice, Anne Griffin, Diane Swan, Lena Darlington, Sue Eix, Chris Garvey, Geoff Saxby, Jodie Siganto, Neil Strutton.
- Apologies: John Gralton.

84. Minutes of the previous meeting 11th April 2016:

Anne Griffin moved that the minutes as circulated be confirmed as a true and accurate record of the meeting of the 11th April 2016. Seconded: Chris Garvey. Carried.

85. Business arising from the minutes of the previous meeting 11th April 2016:

None.

86. Correspondence:

All routine. There was no inward or outward correspondence that needed to be considered by the committee.

87. Treasurer's Report:

The Treasurer's Report was circulated. Diane Swan moved that the report be adopted. Seconded: Anne Griffin. Carried.

88. Membership Update:

TBC has welcomed the following new members: Yvette Teoh, Maureen Burke, Beverley Bills, Abigail Wanigaratne, Robbie Clarke, Judith Carfrae, Mike Fox, Gwenda Simmons, Rosemary Robinson, John Densley, Rhonda Robertson.

89. AGM:

The president and secretary reported that all preparations are underway for emailing AGM documents to those members with email addresses and for making

available for collection or mailing the documents to those members without email addresses.

90. Honoraria:

The committee discussed the list of honoraria which has applied in the previous year. Two changes were made and this amended submission will be put to the honorarium sub-committee for approval at the AGM.

91. Supporting players who are vision impaired:

There are bidding slips available for people who are vision impaired. It is important that players are aware of the availability of these and are encouraged to use them. The use of these slips will help ensure that other players are aware that a player at their table is vision impaired.

92. Allocation of Competition Prizes:

Sue Eix outlined a submission she has prepared for the allocation of prize money in red point pairs and teams competitions to allow for a consolation prize to be awarded for the winner of the lower-ranked players. The committee discussed this and suggested some minor amendments. Sue will do further work on this for a later meeting. The committee thanked Sue for all her work on this matter.

93. Library Acquisitions:

Anne Griffin moved that the librarian be allocated \$200 per year for library acquisitions. Seconded: Chris Garvey.

Anne Griffin moved that approval be given to the librarian to purchase the four books that the librarian has suggested be added to the collection. Seconded: Chris Garvey.

94. General Business:

- Computer update: Geoff Saxby reported that an analysis of needs has been done for both the dealing room and the office. Quotes have been obtained for both hardware and software. An invoice has been presented for the work done by the consultant to date. Geoff moved that this invoice be paid. Seconded: Neil Strutton. Carried.
- Bridgemate input: Gordon Plant prepared a submission that suggested time would be saved and a more relaxing approach to play may result if only current results are shown on bridgemates. Neil Strutton moved that no result history be shown on bridgemates in line with what occurs at congresses. A trial will begin from Tues 10th May. Seconded: Jodie Siganto.
- Congress dates update: The committee considered the update of the programme provided by Sue Eix. The only additional element needing further consideration at this time is the timing of the Grace McDonald Pairs to possibly avoid the second Monday of the month.
- Newsletter Editor: Margaret Prentice reported that Helen Hassall has volunteered to take over the role of editor of the newsletter. The committee welcomes her offer to carry out this important task. Anne Griffin moved that Helen Hassall be appointed newsletter editor. Seconded: Diane Swan.

Meeting Closed at 4.45 pm. Next meeting 20th June 2016 at 3pm.

TOOWONG BRIDGE CLUB INC.



Management

Committee Meeting

11th April 2016

Minutes

95. The meeting was opened by the president at 3pm.

96. Attendance/Apologies:

- Attendance: Margaret Prentice, Anne Griffin, Diane Swan, Lena Darlington, Chris Garvey, Geoff Saxby, Jodie Siganto, Neil Strutton, Sue Eix.
- Apologies: John Gralton, Janet Lovell.

97. Minutes of the previous meeting 14th March 2016:

Neil Strutton moved that the minutes as circulated be confirmed as a true and accurate record of the meeting of the 14th March 2016. Seconded: Geoff Saxby. Carried.

98. Business arising from the minutes of the previous meeting 14th March 2016:

None.

99. Correspondence:

- Email to Andy Hung thanking him for the workshop he presented;
- Emails to those who have requested information about the next series of beginners' lessons. A number of responses have been received from those wanting to register.
- Thank you from Annette Corkhill for the opportunity to hold her book launch at TBC on 11 June. She invites all members to the function.
- Emails from Urban Climb (across the street from TBC), and responses to them, to organise a meeting to discuss parking etc so that 'we can prevent or resolve any pressures as they arise'.
- Anne Griffin moved that the incoming correspondence be received and the outgoing correspondence be endorsed. Seconded: Diane Swan.

100. Treasurer's Report:

The Treasurer's Report was circulated. Diane Swan moved that the report be adopted. Seconded: Geoff Saxby. Carried.

101. Membership Update:

TBC has welcomed the following new members: Judy and Rossa O'Donoghue, Lyn and Malcolm Carter.

102. Calendar - 2017 Congresses:

Sue Eix outlined the suggested dates for congresses in 2017 for pairs and teams congresses. Dates for seven congresses were considered. The committee agreed that the proposed congresses and their dates be submitted to the QBA. Also under consideration was a change in the day GNOT event to a Friday in 2017.

103. Head Dealer Position:

Chris Garvey has again flagged his intention to resign from the position of Head Dealer at the end of the year, a position he has held for five and a half years. He has approached a number of people and has not found anyone willing to take over the role. A notice will be put in the next newsletter advertising the need for a volunteer to be found for this essential role.

104. New Computers:

Some difficulties have occurred with the dealing computers and replacements need to be made. It was considered best to consider this in conjunction with an update of all computers. Geoff Saxby outlined the necessary updates of hardware and software that he has identified to allow a fully networked system that will meet the needs of the office and the dealing room. Anne Griffin moved that four computers and the associated peripherals and necessary hardware and software be purchased with a budget of \$6000. This is to cover both the purchase and installation. Seconded: Lena Darlington. Carried.

105. AGM:

The president reported that the coming AGM has been advertised as is required. Preparations are being made for all documentation to be either emailed or mailed as agreed last meeting. The secretary reported that a number of nominations for positions have been received.

106. Red Cross Parking:

The Red Cross van would like to have parking available for five cars for three days every three months. This will be difficult to manage as a regular commitment and so the committee has agreed that TBC will reject this request

107. General Business:

- Anne Griffin will procure a copy of the BCC Health Regulations to ensure that all kitchen staff are aware of the minimum requirements for health and safety.
- The recording on Bridgemates of the opening lead will continue for at least another month.

108. Meeting Closed at 5.00 pm. Next meeting 9th May 2016 at 3pm.



Management Committee Meeting

14th March 2016

Minutes

1. **The meeting was opened by the president at 3pm.**
2. **Attendance/Apologies:**
 - Attendance: Margaret Prentice, Anne Griffin, Diane Swan, Lena Darlington, Chris Garvey, John Gralton, Geoff Saxby, Neil Strutton.
 - Apologies: Jodie Siganto.
3. **Minutes of the previous meeting 8th February 2016:**

Anne Griffin moved that the minutes as circulated and amended be confirmed as a true and accurate record of the meeting of the 8th February 2016. Seconded: Diane Swan. Carried.
4. **Business arising from the minutes of the previous meeting 8th February 2016:**

None.
5. **Correspondence:**
 - Larry Moses was thanked for his contribution and that of his guest mentors who gave generously of their time on Tuesday 16th February to prepare participants for the Gold Coast congress;
 - Email received from a Wednesday afternoon player saying that she and her partner particularly enjoy the Wednesday afternoon session. They would be keen to play in a similar session on a Monday afternoon and enquired about the possibility of this as a new initiative at the club;
 - John Gralton moved that the incoming correspondence be received and the outgoing correspondence be endorsed. Seconded: Neil Strutton.
6. **Treasurer's Report:**

The Treasurer's Report was circulated. Diane Swan moved that the report be adopted. Seconded: Chris Garvey. Carried.

7. Membership Update:

TBC has welcomed the following new members: David Wright, Hong Se, Monica Gordon, Gail Cowen, Ann Poiner.

8. Red Cross Van:

The committee has agreed that with the current parking restraints it is not possible to offer a day when the Red Cross van can park here for mobile blood donations.

9. Sponsorship Offer:

The committee has decided that the wine sponsorship offer doesn't fit in with our current planning.

10. Report from Education Sub-Committee:

The Education Sub-Committee reported that the two beginners' classes are fully subscribed and progressing well. Workshops by guest presenters will continue to be offered and the times and dates will be advertised when appropriate. Another series of beginners' classes will start in the week beginning August 22. Margaret Prentice moved that the report from the Education Sub-Committee be received. Seconded: Diane Swan.

11. Permission to use the Toowong Bridge Club premises for a Book Launch:

Annette Corkhill has asked to use the TBC premises to launch a book she has written. The committee agreed on the terms under which this can proceed. A letter will be sent to Annette outlining the details. The cost for the use of the premises is to be one hundred dollars.

12. Review of payments to kitchen staff:

The payments at some sessions do not reflect the numbers of tables. Payments will continue to be at the discretion of the director if there is extra work to be done but would normally be capped at sixty dollars.

13. Request for non-playing directors when there is a large field in Club Red Point competitions:

Some consideration will be given to finding a solution to this. Experienced TBC directors from other sessions may be willing to be paid to direct at these red-point sessions.

14. Distribution of prize monies for Red Point Competitions:

All proceeds from red-point entries (minus the ten percent GST) will be dispersed for prizes.

15. AGM preparation:

Notice of the coming meeting will be posted in the club house and on-line at the beginning of April. Forms calling for nominations for positions will be made available. All nominations should be in by April 30th. The committee agreed that all AGM documents except for voting papers will be emailed to members who have supplied their email address. These documents will be printed for all other members. Voting papers will be printed for all members.

16. Solar Installation:

John Gralton reported that a decision form the Gaming Fund should be provided by late April or early May. In the meantime he is keeping in regular contact with the company who provided the preferred quote to confirm our continuing interest.

17. Car Park Line Marking:

The BCC contacted John Gralton on 2nd March to say that the line marking will be done within three weeks. The timing has not been confirmed to date.

18. Purchase of New Cards:

Chris Garvey informed the committee that Duplomite cards are the cheapest and compatible with the TBC machines. He moved that the committee authorize the purchase from Ian Lisle of two cartons of cards at a cost of \$960 plus postage. Carried.

19. IT Matters: Network, upgrades, deal files, z: drive, passwords:

Geoff Saxby updated the committee on a number of issues continue to be cause problems: deal files, compscore, and general network problems. Geoff will contact Peter Busch and IT companies and submit recommendations at the next committee meeting.

20. Wednesday Parking:

There have been some problems on Wednesdays, particularly when there is a competition as well as the two normal sessions. Members need to be informed about the importance of parking correctly and following requests and directions to ensure this happens. An email will be sent, announcements made and two parking attendants will be in attendance for the remaining two weeks of the competition.

21. General Business:

- The purchase of a lapel microphone was discussed. The quoted cost is approximately \$700. The committee agrees that at this stage the expenditure of this money on such a device is not warranted.
- Lorraine Millard has been making scones for Saturday's session. She is happy to continue to do this as her contribution to the club. The club is grateful for Lorraine's contribution.
- The committee agreed that the trial of entering the lead card in the bridgemates will continue for another month.
- Four plastic card holders will be ordered and will be made available for players to borrow for a session when needed. They are to be labeled with 'Toowong Bridge Club'.

22. Meeting Closed at 5.40 pm. Next meeting 11th April 2016 at 3pm.



Management Committee Meeting

8th February 2016

Minutes

23. The meeting was opened by the president at 3pm.

24. Attendance/Apologies:

- Attendance: Margaret Prentice, Diane Swan, Lena Darlington, Chris Garvey, Geoff Saxby, Jodie Siganto.
- Apologies: John Gralton, Anne Griffin, Neil Strutton.

25. Minutes of the previous meeting 14th December 2015:

Lena Darlington moved that the minutes as circulated be confirmed as a true and accurate record of the meeting of the 14th December 2015. Seconded: Geoff Saxby. Carried.

26. Business arising from the minutes of the previous meeting 14th December 2015:

None.

27. Correspondence:

- Incoming:
Letter from BCC to give approval for the installation of a solar panel system;
Christmas Card from Anne and Hans Melson thanking all volunteers;
Emails re beginners' lessons;
- Outgoing:
Letter of thanks to Sandra Mulcahy for her work on the Committee;
Letter to Joan Butts outlining the details of the dealing agreement;
Program booklets sent to all Brisbane Zone Clubs and QBA;
Card to Del Dudman; Emails in reply to those enquiring about beginners' lessons.
- Diane Swan moved that the incoming correspondence be received and the outgoing correspondence be endorsed. Seconded: Geoff Saxby.

28. Treasurer's Report:

The Treasurer's Report was circulated. Diane Swan moved that the Report be adopted. Seconded: Lena Darlington. Carried.

29. Membership Update:

TBC has welcomed the following new members: Doris Beaton, Dieter Vogelsang, Ming Yang, Dawn Benes, Pat Eather, Lyndel Hewitt, Fay Jeppesen, Annette Hyland, Robyn Cahill, Red O'Hara, Warren Males, Kathy Males, Dianne Jeans, Ian Robson, Gerard van der Horst, Barbara van der Horst, Bill

Healy, Aileen Beattie, Kuldip Bedi, Inta Devine, Ann Tilbury, Patra Kalinowski, Jan Parker, Helen Wilson, Alan Hamilton, June Glenn.

30. Sponsorship:

Jodie has contacted approximately fifty local business outlining the details of the TBC sponsorship package. She is waiting for responses from them and will follow up accordingly.

31. Spontaneous Red Points – 17 sessions :

Random red point events will be allocated as follows: One for every one of the eleven sessions; an additional one for each of the Tuesday and Thursday morning and afternoon sessions, the Wednesday afternoon session and the Saturday session.

32. Change in time to play boards:

Currently bidding must be started by the three minute warning bell. This will be changed to “dummy must be down” by the final bell. Directors and players will be informed of this change and encouraged to adhere to this system.

33. Workshops in 2016:

The workshops planned for 2016 are: Two by Andy Hung, two by Joan Butts, and one by David Beauchamp. Larry Moses has offered to do one on Feb 16th to help players prepare for the Gold Coast Congress.

34. Gold Coast Congress:

There will be no bus to transport players from a number of clubs to the Gold Coast Congress this year. This will be considered again later in the year for other congresses. An organized plan for car-pooling for next year’s Gold Coast Congress will be investigated.

35. Solar and LED Project/ BCC Matters:

- Lights have been replaced by LED lighting to improve illumination and reduce costs.
- The application to install a system of solar panels has been accepted by Energex and the Brisbane City Council.
- The application for a grant from the Gaming Fund has been submitted and the result will not be known till April. No decision will be made on the solar panels until the result of this grant is known. The local member has been approached for assistance with the application to the Gaming Fund.
- TBC is still waiting on BCC for a response to the carpark line re-marking.

36. Parking Issues:

There are some difficulties with parking on Wednesdays when people arriving for different sessions do not park in the areas appropriate for their departure times. Afternoon people need to park in the top car park. Morning people need to park at the front of the club making sure that they leave no spaces. Reminders will need to be given so that this occurs.

37. Head Dealer Position:

Chris Garvey has been head dealer for four and a half years. He would like to finish at the end of this year. A new person will need to be found. The details of the duties of the head dealer will be reviewed as possible candidates for this position are considered.

38. Teams of Three Congress:

Jim Evans of the QBA has suggested that it is the turn of TBC to host the Teams of Three Congress. The club is happy to host this and a date needs to be confirmed.

39. Dealing for Tuesday Morning Sessions:

There has been an increase in numbers on Tuesday mornings. An extra box will be dealt for the next two weeks while the situation is monitored.

40. Cleaning/Refurbishment of chairs:

Chairs requiring cleaning and repair will be identified and put aside for this to be done. Warren will be asked to assist with this task.

41. General Business:

- Diane Swan moved that a new cup dispenser be purchased. Margaret Prentice seconded.
- Chris Garvey raised the issue of errors being made by directors with wrong boxes of boards being taken and boards being returned to wrong boxes. Directors will be reminded of the need to be careful when accessing and returning boards.
- Margaret Prentice will not be standing for president again. There needs to be thought given to finding a person to take on this role from June.
- Bridge mate users will now to be asked to enter the opening lead card. This will begin from February 15th.
- The hot water system is not working. A plumber will need to be called.

42. Meeting Closed at 5.00 pm. Next meeting 14th March 2016 at 3pm.