



Management Committee Meeting 9th October 2023 Minutes of Meeting

The meeting was opened by Janet Lovell at 1:35pm

1. Attendance/Apologies:

Attendance: **Caroline Nelson, Janet Lovell, Irene Komen and Marsha Knoll.
Sue English, George Collings.**

Apologies: **Jo Neary, David Sydes, Margaret Prentice, Neil Strutton.**

2. Minutes of the previous meeting September 11th

Hard and electronic copies of the Minutes were provided to the Committee.

Motion that the Minutes are a true and accurate record of the July meeting.

Moved: Caroline Nelson; **Seconded:** George Collings; **Carried.**

3. Business arising from the minutes of the previous meeting:

- (i) **BBC Structural Engineering Report and Repair Plan**
Contact re Plan expected this week.
- (ii) **Evacuation Diagram**
Diagrams not yet printed.
- (iii) Councilor Clare Jenkinson attended the meeting. Information was provided about the history and working of the Club and about the current work being undertaken by Council.
- (iv) **Air Conditioning**
Application for funding under the Lord Mayor's Fund submitted by David Sydes. Communication from Peter Noble urging that specific instructions be given to Sirius to ensure that the system will be fit for purpose attached as Appendix 1.
- (v) **Casual Bridge Session**
Follow up meeting arranged with Sherrell Cardinal and Janice Little Tuesday 10th October.

(vi) **Interclub Teams**

Event cancelled because of congested calendar and likelihood of repairs to the Club commencing in the near future.

(vii) **Christmas Party**

Registrations in the 90s. Attendees being given the opportunity to select table mates. Marsha Knoll to follow up.

4. Business arising from the Correspondence.

- (i) QBA Council Meeting to be held via Zoom Wednesday Nov 1st. Janet Lovell to be added to the Delegates.
- (ii) Information regarding coming events circulated.
- (iii) Office of Fair Trading communication re classification of association in relation to financial reporting thresholds circulated. Discussion re the need for an Internal Grievance Procedure. If there is not a specific procedure in the Constitution the process detailed in the model rules will apply. It was agreed that TBC will conform to these model rules.
- (iv) Grant opportunity from Maiwar to be followed up by Caroline Nelson.
- (v) Request to use Club over the Australia Day weekend rejected.
- (vi) Invitation from Aveo. Discussion re document. Agreed to post notices re community activities. Caroline Nelson to follow up.

Motion that the inward coming mail be received, and the outgoing mail be adopted.
Moved: Caroline Nelson; Seconded: Irene Komen; Carried.

5. Treasurer's Report:

Treasurer's report has been circulated electronically.
Financial position remains good.

Motion that the Report be accepted, and the purchases be ratified.
Moved: Caroline Nelson; Seconded: Irene Komen; Carried.

6. Membership Report

TBC has received no applications for membership this month.

7. General Business

- (i) Discussion re poor parking practices by members. Members to be reminded to

park properly by message in the Weekly Notes and Directors to remind members at playing sessions. Margaret Prentice and Jo Neary to follow up.

- (ii) Discussion re 2024 Programme. Confirmation of same. Personal details of Members removed.

- (iii) Discussion re minimum number of Tables before Congress will be cancelled. Agreed that at least 10 tables are necessary.

- (iv) It was agreed that Covid signs could now be removed.

- (v) Significant Dates which require Club to be fully functional- 14th April and 25th and 26th May and for Kenmore Congress.

- (vi) Christmas Party 2024 to be held on Nov 17th.

8. Meeting closed 3:10pm

Next meeting November 13th at 1:30pm

TOOWONG BRIDGE CLUB INC.



Management Committee Meeting 21st August 2023 Minutes of Meeting

The meeting was opened by Vice President Jo Neary at 1:30pm

9. Attendance/Apologies:

Attendance: Jo Neary, Marsha Knoll, David Sydes, Janet Lovell, Caroline Nelson, Margaret Prentice, Sue English, George Collings.

Apologies: Neil Strutton, Irene Komen.

10. Minutes of the previous meeting July 10th:

Hard and electronic copies of the Minutes were provided to the Committee.

Motion that the Minutes are a true and accurate record of the July meeting.

Moved: Caroline Nelson; **Seconded:** Janet Lovell; **Carried.**

11. Business arising from the minutes of the previous meeting:

(viii) **BBC Structural Engineering Report and Repair Plan**

A report of the recent geotechnical investigation not yet available.
No further information available.

(ix) **Evacuation Diagram**

Still waiting for the Evacuation Diagrams from Hendry.

(x) **Alcohol Licensing**

Discussion of report received. No further action necessary.

12. Business arising from the Correspondence.

(vii) Feedback from QLD Rail thanking us for our cooperation.

(viii) Flyers from several Clubs received and displayed.

- (ix) River City License Agreement finalized and annual.
- (x) Clare Jenkinson to be invited to our September meeting.
- (v) Request for use of Server, Bridgemates and cards turned down.

Motion that the inward coming mail be received, and the outgoing mail be adopted.
Moved: Caroline Nelson; Seconded: Sue English; Carried.

13. Treasurer's Report:

Treasurer's report has been circulated electronically.

We are in a good financial position.

It was agreed to close reverse account and to use Everyday Business account for all transactions.

Motion that the Report be accepted, and the purchases be ratified.

Moved: David Sydes; Seconded: Janet Lovell; Carried.

14. Membership Report

TBC has received applications for membership from

Jane Low, Susan Radford, Bin Tan and Anna Yang and Anne Hilder.

Motion that these new members be welcomed to the Club and that the Membership Report be accepted.

Moved: Margaret Prentice; Seconded: Marsha Knoll; Carried.

15. General Business

(i) Calendar for 2024

Finalised. Toowong Pairs and Teams event to revert to two pm sessions on Saturdays next year.

(ii) Damage to the pavement near the steps

There has been requests for a handrail to assist people at the bottom of the stairs. No action at present. Club repairs to be carried out as soon as Council provides the Plan for Scope of work and a schedule of work is negotiated.

(iii) Air Conditioning

Quotes for the replacement of the system have been requested from 2 companies. Technician has reduced the temperature to 22degrees.

(iv) Christmas Party Date

Date will be Sunday November 19th.

(v) Table fees for Youth Players

Discussion re what if any table fee should be charged. It is a matter for individual Clubs. Some do not charge a fee. Others it is 50%.

Motion: that if a player can prove that they are part of the ABF Youth Club then their table fees will be 50%.

Moved: George Collings; Seconded: Marsha Knoll; Carried.

- (vi) **Catering for Congresses**
Discussion re the cost effectiveness of catering. Parameters to be developed so that the Committee is satisfied that the Congresses do not make a loss. Treasurer to do a cost analysis. It is acknowledged that the catering by the sub-Committee is of a very high standard and is enhancing our reputation as a Club that looks after its members and visitors.
- (vii) **Items no longer Required**
Sanitiser gel stored in the kitchen to be disposed of.
Bidding slips, no longer used, to be put out for people to take.
Radio/CD player to be donated.
- (viii) **Fire Door**
The fire door is being obstructed. Members to be notified to keep it clear.
- (ix) **Letter of Complaint**
An unpleasant incident occurred recently at a Bridge session involving Club members. After considerable discussion the following Motion was put.
Motion: That a letter be drafted to request information about the problems described and, with the approval of the Management Committee, be sent to the members involved.
Moved: David Sydes; **Seconded:** George Collings. Carried.
- (x) **Charity Day**
Red points will be allocated.
- (xi) **Outside Maintenance**
Tables outside are unstable. Larry Moses to work with a tradesman to fix the problem. Shade cloth needed to protect members from heat this summer. Janet Lovell to make enquiries re cloth.
- (xii) **No Smoking Sign**
To be displayed in the outside table area.

16. Meeting closed 3:45pm

Next meeting September 11th at 1:30pm



Management Committee Meeting

10th July 2023

Minutes of Meeting

The meeting was opened by President Neil Strutton at 1:32pm

17. Attendance/Apologies:

Attendance: **Neil Strutton, Janet Lovell, Caroline Nelson, Margaret Prentice, Irene Komen, Sue English, George Collings.**

Apologies: **Marsha Knoll, David Sydes, Jo Neary.**

18. Minutes of the previous meeting June 12th:

Hard and electronic copies of the Minutes were provided to the Committee.

Motion that the Minutes are a true and accurate record of the June meeting.

Moved: Janet Lovell; Seconded: Margaret Prentice; Carried.

19. Business arising from the minutes of the previous meeting:

- (xi) **BBC Structural Engineering Report and Repair Plan**
No further contact.
- (xii) **Evacuation Diagram**
Still waiting for the Evacuation Diagrams from Hendry.
- (xiii) **Asphalt Repair Quote**
No response from contractor.
- (xiv) **Paper Towel Racks.**
Cleaning contractor has agreed to source and install. Margaret Prentice to follow up.
- (v) **Bridgemate Problems**
Meeting of Scorers scheduled for Wednesday 12th June.
- (vi) **Slow closing of Front Door.**
Company contacted and Margaret Prentice was advised to reset the controls which can be accessed at the bottom of the keypad. Working smoothly now.

20. Business arising from the Correspondence.

- (xi) Julie Jeffries notified the QLD Teams competing in GNOT.
- (xii) Flyers from several Clubs received and displayed.
- (xiii) Quote for kitchen cleaning received and accepted. Margaret Prentice and Pam Tranberg will supervise on Tuesday 18th July beginning at 12md.
- (v) Hendry request for information re toilet facilities available so Council can determine if we meet regulations. Covering note sent explaining the numbers usually present at sessions.
- (vi) Invitation to meet with new Paddington Ward Councillor Ms Clare Jenkinson. Invitation to meet the Committee at the August meeting to be issued.
- (vii) Incident at Club last Saturday during pm play.
Unknown person entered the Club and used toilet facilities. On other occasions Members of the Public have requested use of the toilet facilities. It was agreed that
 - (a) the front door would not be locked at each session
 - (b) we would discourage access to the facilities
 - (c) refer people to the Public Toilets at Frew Park.

Motion that the inward coming mail be received, and the outgoing mail be adopted.

Moved: Irene Komen; Seconded: Sue English; Carried.

21. Treasurer's Report:

Treasurer's report has been circulated electronically.

We are in a good financial position.

Motion that the Report be accepted, and the purchases be ratified.

Moved: Janet Lovell; Seconded: George Collings; Carried.

22. Membership Report

TBC has received applications for membership from

Kelly Hill, Claire Neale, Robyn Cameron, Julie and Gerry Collins, Peter Gray, Jenny Howse, Maureene Swenson, Kim Murdoch, Vicki Bright, Margaret Slack, Debbie Donato, Neil Thorpe, Clare Drew, Robyn White, Margaret and Ian Sapwell

Motion that these new members be welcomed to the Club and that the Membership Report be accepted.

Moved: Margaret Prentice; Seconded: Janet Lovell; Carried.

23. General Business

- (i) **Calendar for 2024**

Specific Dates for Toowong events proposed by Irene Komen and Sue Eix. Most were approved. Further discussion re the dates for the Grace McDonald needed. Trying to optimise the numbers of members able to attend.

(ii) **Membership Fees for 2024**

ABF and QBA fees are increasing next year. Local Club fees are not changing. How ever to cover some of the increase Membership fees will increase to \$60 next year. This will be explained in the Weekly Newsletter.

(iii) **Request for Industrial Dishwasher**

Problems with fitting dishwasher in and the length of time taken to wash raised. Presently we are waiting on a work plan for attending to structural problems.

(iv) **Alcohol Use Licensing**

Information received from QBA re licensing requirements should alcohol be served by the Club after an event. For further advice

(v) **Waste Container for the Photocopier.**

Has been replaced. New one to be ordered. Follow up Caroline Nelson.

24. Meeting closed 2:59pm

Next meeting 14th August at 1:30pm

TOOWONG BRIDGE CLUB INC.



Management Committee Meeting

12th June 2023

Minutes of Meeting

The meeting was opened by President Neil Strutton at 1:30 pm

25. Attendance/Apologies:

Attendance: **Neil Strutton, Janet Lovell, Caroline Nelson, Margaret Prentice, Irene Komen, David Sydes, Jo Neary, Sue English, George Collings.**

Apologies: **Marsha Knoll.**

26. Minutes of the previous meeting May 10th:

Hard and electronic copies of the Minutes were provided to the Committee.

Motion that the Minutes are a true and accurate record of the May meeting.

Moved: Janet Lovell; Seconded: Sue English; Carried.

27. Business arising from the minutes of the previous meeting:

(xv) **BBC Structural Engineering Report and Repair Plan**

Inspection by Structural Engineers and Council. Planned work will not begin for some months. Further discussion re the impact of this work to take place.

(xvi) **Evacuation Diagram**

Still waiting for the Evacuation Diagrams from Hendry.

(xvii) **Purchase of TVs**

TVs installed and programmed. Members seem to appreciate them. Thanks to Janet Lovell, Jo Neary and Irene Komen.

(xviii) **Rerouting of emails.**

Janet Lovell looked into this. Maybe a software updating problem.

28. Business arising from the Correspondence.

- (xiv) QBA correspondence, -ABF Notice re VCC and APBF, GNOT registered teams, Gold Coast Programme changes, ABF capitation increase.
- (xv) Flyers from several Clubs displayed.
- (xvi) Email of thanks from Women's House Shelta.
- (v) BCC inspection of the emergency lighting.
- (vi) Apologies and proxy votes for AGM.
- (vii) Email from John Gralton suggesting changes for tea serving. For follow up.
- (viii) Notification of Volunteer Grant of \$1000 from Federal Government.

Motion that the inward coming mail be received, and the outgoing mail be adopted.

Moved: Caroline Nelson; Seconded: Jo Neary. Carried

29. Treasurer's Report:

Treasurer's report has been circulated electronically.

We are in a good financial position.

Motion that the Report be accepted, and the purchases be ratified.

Moved: David Sydes; Seconded: Irene Komen. Carried.

30. Membership Report:

TBC has received applications for membership from Peter Lyons, Karen Nicholson and Lorraine Pescatore.

Motion that these new members be welcomed to the Club and that the Membership Report be accepted.

Moved: Margaret Prentice; Seconded: Sue English. Carried.

31. General Business

(i) 2023/2034 Management Committee welcomed and departing member Kay Blackford thanked for her contribution and for continuing with Standby Roster.

(ii) **Use of TVS.**

Jo Neary and Irene Komen have used the TVS for timing and notices. It is expected that there will be greater utilization as more people are aware of how to use them.

Discussion over options. To discuss with Head Scorer.

(iii) **Discussion re the ABF River City Gold Point Congress**

This was a very successful event despite personnel complications due to illnesses. Substitutes filled in very successfully and the catering and support staff provided wonderful food, beautiful decorations, and excellent service. Congratulations to all concerned.

(i) **Quotes for asphalt and kerbing repair.**

Still waiting for same. Blacktop Asphalt has been asked to provide a quote.

(ii) **CLIP**

Community Leasing Information Portal has been accessed by David Sydes. It is a means of providing a physical record of the transactions that are normally carried out.

(vii) **New Beginners Lessons.**

Sue Eix is planning to hold both day and evening classes beginning August 23 and finishing on October 11. Approved.

Discussion about attracting more members using media, local government and community newsletters. George Collings to discuss with Sue Eix.

(viii) **Paper towel holder** in ladies' toilet needs replacing. Jo Neary to follow up.

(ix) **Bridgemate Problems**

Recent difficulties with Bridgemate appear to be related to the hardware not being properly connected. Travellers are useful as a temporary measure but members no longer know how to fill them out.

There seems to be a lot of disconnected wires. Is this a task for the Tech Committee? Follow up with Terry Higgs? It is disappointing if people can't get their results but it is too much to expect the bridgemate operator to enter it all.

(x) **Toilet Brushes** to be replaced in Ladies Toilets. Margaret Prentice to speak to the Cleaner.

(xi) **Front Door** slow to open and close at times. Margaret Prentice to investigate.

32. Meeting closed 3:00pm

Next meeting 10th July at 1:30pm