MINUTES

SUNNYBANK BRIDGE CLUB INC

Committee Meeting at 69 Nathan Road Runcorn
Opened at 1:30pm 10th April 2026 by President Doug Matthew

Present: Doug Matthew (Chair), Suzanne Irwin, Alice Edwards (Secretary), Kenneth Clem, Robyn Chippindall, Mary Langler, Andrew McKee, Sue Holburt, Michele Thorne

Apologies:

Minutes of previous meetings

Suzanne Irwin asked that the term deposit interest rate and maturity dates be corrected and Doug Matthew asked that the disposal of excess chairs be reflected in the minutes as a donation to the Taiwanese Womens League.

The amended minutes of the previous Committee Meeting on 10th March 2026 are a correct record of the meeting.

Moved by Alice Edwards, seconded Suzanne Irwin CARRIED

Business arising from Previous Minutes

MyABF

- Treasurer to co-ordinate plan to changeover to MyABF

Safety and Maintenance

Sue Holburt presented the Safety and Maintenance report for the 1st quarter 2026.

SAFETY

Mandatory 2026 occupier's statement in filing cabinet.

Mandatory two-yearly training to be sent to all club members

- Sue Holburt to draft document
- Alice Edwards to send document to all members

Reminder – 1 metre walkway/egress between tables is required to access both exit doors.

MAINTENANCE

Outstanding

Item	Action	Who
Damage to wall behind female toilet door	Repair damage & Paint	Sue Holburt
Security lights on during daytime hours	Check	Doug Matthew
Weeds in gardens close to front door	Remove	
All pit covers clogged	Clean	Andrew McKee
Vegetation in front of kitchen window obscuring visual termite inspection		
Clear all except hedge	Sue Holburt / Gardener	
Drain - BBQ area	Clear	Andrew McKee
Telstra conduit damaged	Partially fixed	
Garden Bed edging	Repair / Replace	
Faulty/dirty bridgemates	Check/Clean	Sue Holburt
Some windows are quite dirty	Clean	Doug Matthew
Bridgemate Firmware Upgrade	Check/Upgrade	Robyn Chippindall

Completed

- Rodent baits – all checked and baits replaced where necessary. Baits were gone or partly gone in about half of the traps. None missing inside of building
- Termite baits - The baits across the front of the building show presence of termites. All dirt has been removed and dowels replaced where necessary.
- Update to Compscore 3 complete – includes changes to masterpoint calculations. Automatic check for updates enabled in CS3.
- Dealing Machine serviced

Thanks to Greg Holburt for attending to following issues:

- Sliding door – Wheel replaced. Sliding action better and no further damage is being done to the track.
- Shelves in the storeroom have been shortened to accommodate the tables.
- Outside aircon room – striker plate has been adjusted so the deadbolt can be used.

- Evergreen Electrical returned after rainwater leaked into the men's toilets near the lights. Two holes have been sealed in the roof. The switchboard is now correctly labeled. No charge for these items. Both lights in men's toilet have been replaced with LED batten lights. The old fluorescent lights were failing.
- Sliding windows- Ten wheels replaced with 10 spare wheels for future use. Some windows are still stiff to open, but no further damage is being done to the window frames.

MANDATORY INSPECTIONS

Annual Termite inspection complete. Quarterly visual inspection complete

No presence of termites detected but plant growth and leaves obscuring the perimeter of the building.

Help for new players

Andrew McKee advised that a 'standard' system card for beginners was now available from Michele Thorne.

- Michele Thorne to let players at Monday and Friday morning sessions know that card is available.

Calling the Director

Work to put together a list of issues that can be used as educational reminders to players via the Directors notices.

- Put together a list of issues that are worth highlighting – Alice Edwards
- Update Directors notices

First Aid/CPR & Fire Drill

Michele Thorne advised the Committee that she would prefer not to do First Aid / CPR training as agreed last meeting and the Committee decided to compile a list of players who have first aid or medical training.

- Michele Thorne to write Directors Notice

2026 Australia Wide Novice Pairs

Robyn Chippindall advised that she had submitted the club's entry to the Australia Wide Novice Pairs.

QBA AGM

- Michele Thorne to ask for information as to how to add extra congresses to the QBA Calendar at meeting on 16th April 2026.

Player Behaviour

Alice Edwards advised that an email had been sent to the player concerned.

Member Approval Process

Alice Edwards advised that Jenny Andrews had resigned as Membership Secretary on 31st March 2026. Thanks to Jenny for her dedication to the position for the last 4 years. Thank you to Mary Langler for taking on the position.

- Sue Holburt and Alice Edwards have agreed to assist with training

Correspondence In

10-Mar-2026	Joan Campbell	Assistance for Providore
08-Mar-2026	QBA	2027 Calendar
16-Mar-2026	QBA	2027 Calendar
16-Mar-2026	Peter Busch	QLD Novice Pairs Flyer on MyABF
20-Mar-2026	QBA	Membership Cancellations
23-Mar-2026	Bradnams	Sliding Window Wheels
23-Mar-2026	School of Chess	Venue Hire
24-Mar-2026	QBA	Change in Masterpoints Allocation
29-Mar-2026	Toowong Bridge Club	Congress Flyer
30-Mar-2026	QBA	QBA Bulletin
01-Apr-2026	QBA	QBA AGM Information

Correspondence Out

13-Mar-2026	Sue Holburt	Kevin Grundy	ABF Masterpoints
16-Mar-2026	Robyn Chippindall	Peter Busch	QLD Novice Pairs Flyer
16-Mar-2026	Robyn Chippindall	QBA	2027 Calendar
17-Mar-2026	Robyn Chippindall	ABF	Aust Wide Novice Pairs
20-Mar-2026	Alice Edwards	QBA	Change in Committee
23-Mar-2026	Sue Holburt	Bradnams	Sliding Window Wheels
23-Mar-2026	Robyn Chippindall	QBA	QLD Novice Pairs Entry Form
26-Mar-2026	Sue Holburt	QBA	Masterpoint Allocation Changes
07-Apr-2026	Alice Edwards	Derek Morris	Complaint

Motion that Inwards and Outwards Correspondence be accepted was moved by Alice Edwards, seconded Robyn Chippindall . CARRIED

Business arising from Correspondence

Venue Hire

The Committee discussed the merits of hiring the club rooms as per the request by the School of Chess but unfortunately even though the club does not run any Saturday sessions, the clubhouse is used on Saturdays for various events such as lessons, congresses etc. This does not allow the hiring of the club rooms every Saturday.

Reports

Treasurer's Report

The Profit & Loss statement for the Month of March shows a net profit of $970.37 with a YTD profit of $14,703.96 comprised mainly of $11,031 in membership fees.

Month	Income	Interest	Expenses	FY26 Net Profit	Prior Yr Comparison
January	$14,501.90	$7.14	$3,692.62	$10,816.42	$13,967.80
February	$5,147.60	$11.35	$2,241.78	$2,917.17	$1,901.53
March	$5,0511.80	$2,013.93	$6,055.36	$970.37	$5,083.92
YTD				**$14,703.96**	$20,953.25

YTD members' subscriptions are $11,116 ($749 higher than the prior year) for 154 home members @ $69ea this year, compared to 159 @ $62ea last year (incl life members). Income items from voucher sales, bridge lessons and rental income were slightly lower than this time last year.
YTD expenses are slightly lower than the prior year mainly due to a delay in the receipt of Feb and March 2026 electricity bills and lower garden maintenance costs, partly offset by a timing difference in payment for cleaning services. March expenses include $450 of Capital Expenditure incurred for the replacement of the whiteboard. Capital expenditure will be transferred to the Balance Sheet at year-end.
Other Income items are $7,169 less than this time last year due to interest income deferred on one of the term deposits which is to be paid at maturity, and a water rebate received in the prior year.

Suzanne Irwin moved that "the term deposit which falls due on 19th May 2026 be re-invested for the term which gives the best interest rate". Seconded Andrew McKee. CARRIED.

Suzanne Irwin moved that the expenditure for the month of March 2026 be approved and Treasurer's report be accepted. Seconded by Andrew McKee. CARRIED.

Teacher's Report

The Wednesday lessons finished on April 4th with 7 people attending as well as two others who have joined the club. An additional two club members also attended some of the lessons, there is no charge for repeats. The next lessons are planned for Saturday afternoons, to accommodate those who work, and will start sometime in July.
There is no plan to offer classes through U3A.
The teacher's column in the last newsletter asked for buddies to pair up with some of our newer player to date. So far, no offers have been received.
Thank you to Peter Heard and Michele Thorne for taking over with temporary supervised play sessions on Wednesday afternoons.

- Sue Holburt to complete lesson flyer for next block of lessons
- Alice Edwards to put new lesson flyer on the website

Sue Holburt moved that the Teacher's report be accepted. Seconded by Michele Thorne. CARRIED.

Convenor's Report

Robyn Chippindall advised that there would be no Sunday session on 3rd May 2026 because the club is hosting the QBA's Queensland Novice Pairs competition that day. Notices to this effect are on the notice board and in the Directors Notices.

- Alice Edwards to put notice on website

Robyn Chippindall moved that the Convenor's report be accepted. Seconded by Alice Edwards. CARRIED.

General Business

New Memberships

Alice Edwards reported that no new membership applications had been received since the last meeting.

GNOT Heats

The Committee approved Sue Holburt's request that she be paid for directing at the Club's GNOT Heat on 16th May 2026. Moved by Doug Matthew, seconded Alice Edwards CARRIED

Bridgemate Update

- Robyn Chippindall to check if there is an outstanding upgrade for the bridgemates.

Bins

Alice Edwards asked that, in response to a member's concern, the condition of the bins be checked and replaced if necessary.

- Andrew McKee to check bins and order replacements if necessary
- Michele Thorne to write Directors Notice seeking one or two players to agree to bring the bins in after collection each Friday.

Air-conditioning

Doug Matthew advised the committee that the club had been successful in their grant application for $35,000 from the Gambling Community Gambling Fund. The grant must be used within 12 months.

Advertising

Sue Holburt asked the Committee to consider whether the club should consider including advertising in the club's publications like Club Booklet, Newsletter etc

Grants Available

Sue Holburt advised that Club Southside had grants available to Community Clubs and asked the Committee to compile a list of possible projects to take advantage of them.

The next meeting will be held at 1:30 pm on Friday 8th May 2026.

The meeting concluded at 3:25pm.

President ……..

Secretary…….