

# MINUTES

## SUNNYBANK BRIDGE CLUB INC

Committee Meeting at 69 Nathan Road Runcorn  
Opened at 1:30pm 11<sup>th</sup> December 2024 by President Doug Matthew

**Present:** Doug Matthew (Chair), Alice Edwards (Secretary), Robyn Chippindall, Judith Bramich, Richard Tarnawski, Jenny Andrews, Bernice Cooper

**Apologies:** Sue Holburt, Kenneth Clem, Michele Thorne, Chris Pohle

### Minutes of previous meetings

The Minutes of the previous Committee Meeting on 13<sup>th</sup> November 2024 are a correct record of the meeting.

Moved by Alice Edwards, seconded Judith Bramich CARRIED

### Business arising from Previous Minutes

#### Code of Conduct

From 1<sup>st</sup> July 2024, OFT legislation for Incorporated Associations needs to be considered when Code of Conduct is reviewed including formalising an internal grievance procedure in line with OFT requirements and ensuring that any remuneration or benefit to any club committee member or relative be disclosed at the AGM.

- Sub-Committee to review Club's Code of Conduct taking into account the Grievance Procedure outlined by the Office of Fair Trading

#### Air-Conditioning

The Club received a grant from the Brisbane City Council for \$11,000 on 8<sup>th</sup> December 2023. The Brisbane City Council has agreed to extend the deadline for using the grant until 30<sup>th</sup> June 2025. It is hoped that it can be used in conjunction with a Gambling Community Fund Grant (\$35,000). A new submission has been lodged and extra information that was requested by the GCFG has been forwarded.

- Doug Matthew to report progress

#### Storage Space

Sue Holburt has suggested that the building be extended on the left-hand side of the front entrance door to the edge of the concrete slab. The proposal is to replace the glass windows with a door access. The requested drawings have been received. The Committee agreed to the addition of an internal wall and some shelving to optimise the use of the space. The builder who had provided the original quote is now unable to do the work.

- Doug Matthew to get quotes for building work.

## **Nationwide Pairs**

The ABF has cancelled all Nationwide Pairs events until further notice due to ongoing issues and will notify clubs when they return.

## **QBA Novice Pairs**

Because the production of the 2025 Calendar is well underway, the Committee agreed that the club should host the event in 2025 and will advise the QBA that this will be the last year. The Club will also host the Teams of 3 for the QBA in 2025 but not in 2026.

- Robyn Chippindall to write to the QBA to advise them of the Committee's decision.
- Robyn Chippindall / Sue Holburt to determine if the club can replace this congress with another if the club does not host the Novice Pairs in 2026.

## **Helpers for next year**

Jenny Andrews pointed out that as well as the Committee positions elected at the AGM, the club needed volunteers to co-ordinate other activities for the club.

- Jenny Andrews / Alice Edwards to publish a comprehensive list of positions

## **Membership Fees**

Membership renewal notices were sent out at the start of December 2024.

- Alice Edwards to send out reminder emails early in January 2025.

## **Use of Rooms**

The Pacific Island Council used the club rooms for their AGM in November 2024 and have agreed to contribute \$200 to our Lifeline Christmas donation.

## **Water Use**

December's water bill was more than double the normal water bill. After discovering that the TWL have been using the same water meter as the club, they have had an intermediate water meter installed which the Club is responsible for reading as Urban Utilities will not install a separate water meter at the property.

- Doug Matthew to monitor the Club's water usage to determine the cause of the additional water use.
- Sue Holburt to add reading the Club's water meter and the TWL water meter every 3 months in line with the Urban Utilities bill, to the maintenance schedule.

## Pest Control

Thanks to Bernice Cooper for ensuring that leaves against the building are removed regularly. Jenny Andrews moved that “the quote for \$475.00 for termite and pest control be accepted”. Seconded by Judith Bramich. CARRIED

- Doug Matthew to organise pest control to be carried out in January 2025.
- Sue Holburt to add the checking of the termite traps, which should be done every 6-8 weeks, to the maintenance schedule.

## RCD Inspection

- Doug Matthew reported that the appropriate paperwork has been received.

## Correspondence In

14-11-2024	Brisbane City Council	Approval of Grant Variation Request
19-11-2024	Kenmore Bridge Club	Congress Flyer
20-11-2024	QBA	Christmas Promo of Bridge Lessons
22-11-2024	QBA	Summer Youth Lessons
22-11-2024	Pacific Island Council	Request for help – Returning Officer
26-11-2024	Gambling Community Benefit Fund	Acknowledgement of Application
26-11-2024	QBA	Stationery
28-11-2024	QBA	MyABF Team Update
03-12-2024	QBA	Affiliation Information
03-12-2024	QBA	QBA Regulations Update
06-12-2024	Andrew McKee	New Computer - Proposal
07-12-2024	Gambling Community Benefit Fund	Request for information
10-12-2024	QBA	MyABF Webinar

## Correspondence Out

17-11-2024	Sue Holburt	QBA	ABF Member & Congress Entitlements
22-11-2024	Alice Edwards	Pacific Island Council	Returning Officer Request
27-11-2024	Alice Edwards	Taiwanese Womens League	Water Meter

Motion that Inwards and Outwards Correspondence be accepted was moved by Alice Edwards, seconded Jenny Andrews and CARRIED

## **Business arising from Correspondence**

### **Proposal for New Computers**

Thank you to Andrew McKee for raising the issue of the time taken to process the anomalies on CompScore3.

- Jenny Andrews to report back to the committee with the purchase date of the computers
- Robyn Chippindall to investigate whether replacing them would improve the processing speed on CompScore3.

## **Reports**

### **Treasurer's Report**

#### **Monthly Highlights:**

- The profit for November 2024 stands at **\$1,566.96**.
- There were **83 attendees** at the Christmas lunch, all of whom have paid. The total income from attendees is **\$2,490.00**, against a cost of **\$3,240.10**. Additional costs include raffle prizes at **\$244.00**. However, a grant of **\$265.00** from Brisbane City Council and raffle ticket sales, which exceeded **\$300.00**, will help offset costs. Proceeds from the raffle will contribute to a donation for Lifeline.

#### **Year-to-Date Comparison:**

- Year-to-date profit as of 30th November 2024 is **\$29,379.07**, compared to **\$38,493.92** as of the same date in 2023.
- A significant factor in the reduction is the loss of rent income from Optus, which decreased from **\$26,181.31 (2023)** to **\$5,286.03 (2024)**.
- Bank investments have been managed closely, resulting in an increase in interest income from **\$9,173.62 (2023)** to **\$18,769.50 (2024)**.
- Total income for the 11 months decreased by **\$500.00**, while expenses increased by **\$2,000.00**. Considering repairs, maintenance, and replacements, the results remain reasonable.

#### **December Outlook:**

- Insurance renewal is due this month, with costs increasing from **\$5,934.00** to **\$7,222.00**.
- Membership renewal efforts are underway, with membership renewal notices emailed to members with payments due by 31st December 2024. Early responses have been positive.

#### **Balance Sheet Position:**

- Total equity as of 30th November 2024 has increased by **\$9,814.00** compared to the previous year.

#### **Conclusion:**

The Treasurer sees no immediate need to adjust membership or table fees. The financial position remains stable, with no cause for concern.

For any questions or clarifications, members are encouraged to email the Treasurer.

Jenny Andrews moved that the Treasurer's report be accepted. Seconded by Richard Tarnawski  
CARRIED.

## **Teacher's Report**

No Report

## **Convenor's Report**

Robyn Chippindall reported that work on the 2025 Calendar was almost complete and would be rolled over on the website on 1<sup>st</sup> January 2025.

The GNOT rules for the Brisbane Zone finals will be discussed at their January meeting.

The Committee agreed to the motion by Robyn Chippindall that club level GNOT rules should be amended so that "All contending team members must have played 6 green point sessions in the 12 month prior to the cut-off date". Seconded Judith Bramich CARRIED.

## **Social Committee Report**

No Report

## **General Business**

### **New Memberships**

No new membership applications have been received since the previous meeting.

### **Cost of Green / Red Points**

Jenny Andrews reported that the ABF had increased the cost of both Green and Red points by approximately 20% for 2025. The Committee agreed that at this stage there should be no increase in competition fees.

### **Gold Coast Congress**

Although the last gold Coast Congress will be held in 2025 and there will not be a replacement congress in 2026, the ABF have announced that they are actively looking for a suitable venue so that a replacement congress can be held in 2027.

### **Interclub Teams Selection for 2025**

After considering a number of alternative suggestions, the Committee agreed that the selection process should be amended. Robyn Chippindall moved that "Where more than one team has nominated in a particular category, the team will be made up of 2 of the nominated pairs drawn randomly by a non-participating member at a regular bridge session". Seconded Alice Edwards CARRIED

**Christmas Party**

Doug Matthew reported that he judged the Christmas Party held on December 8<sup>th</sup> 2024 to be a success, having received numerous positive comments from members. He reported that he had thanked the caterers for whom it had also been a positive experience. Robyn Chippindall moved that "The format of the 2025 Christmas Party be the same as for 2024 and be held on Saturday 6<sup>th</sup> December 2025". Seconded Judy Bramich. CARRIED.

**The next meeting will be held at 1:30 pm on Tuesday 21st January 2025.**

The meeting concluded at 2:40pm.

*President .....*

*Secretary.....*