MINUTES

SUNNYBANK BRIDGE CLUB INC

Committee Meeting at 69 Nathan Road Runcorn
Opened at 1:17pm 12th June 2026 by President Doug Matthew

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

Apologies:
Sue Holburt

Minutes of previous meetings

The minutes of the previous Committee Meeting on 8th May 2026 are a correct record of the meeting.

Moved by Alice Edwards, seconded Mary Langler CARRIED

Business arising from Previous Minutes

MyABF

- Treasurer to co-ordinate plan to changeover to MyABF

Safety and Maintenance

SAFETY

A fire & evacuation training leaflet has been emailed to members and members will be asked to sign the associated register.

MAINTENANCE

Outstanding

Item	Action	Who
Damage to wall behind female toilet door	Repair damage & Paint	Sue Holburt
All pit covers clogged	Clean	Working Bee
Telstra conduit damaged	Partially fixed	
Garden Bed edging	Repair / Replace	
Faulty/dirty bridgemates	Check/Clean	Sue Holburt

Calling the Director

Alice Edwards advised that a list of common issues had been compiled and forwarded to the Directors coordinator.

Bins

Michele Thorne advised that the bin liners are fully recyclable so there is no issue with disposing of the bag with the rubbish.

Air-conditioning

Doug Matthew advised that 3 quotes for the air-conditioner replacement had been obtained and that the following motion was put to committee members via email on 15th May 2026. Doug Matthew moved that "that the air-conditioning quote from East Coast Refrigeration & Airconditioning be accepted to replace the existing air-conditioning unit at the clubhouse at a cost of $66,835.57." Seconded by Alice Edwards. The motion was approved by all committee members via email.

The new air conditioner has been installed but one half was found to have a faulty valve which will be replaced as soon as it is available from the manufacturer. The rest of the unit is working well.

- Suzanne Irwin to draft a notice acknowledging the financial contribution from the CGBF for the next newsletter

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. The Committee agreed to investigate whether it would be feasible to proceed.

- Mary Langler to discuss opportunities with the Newsletter Editor
- Suzanne Irwin to check with other clubs with a view to proposing a costing model

Grants Available

Replacing the garden edging is a longer-term project which would benefit from grant funding.

- Michele Thorne to check with Club Southside about available grants

Nationwide Pairs

Suzanne Irwin advised that she had contacted the Make-A-Wish Foundation who advised her not to pay invoices received to-date as they would be re-issued when all the details were finalised.

- Suzanne Irwin to update Committee as required

Inter-club Teams

Robyn Chippindall advised that it was likely that Sunnybank would be asked to host the Inter-club Teams event this year. No further information has been received.

Marketing

Andrew McKee brought the Committee up-to-date with the advertising effort currently being concentrated on over-50s villages in the area. The other concern is the drop-out rate between lessons / "learners play" and supervised play. A one-on-one mentoring program should be extended to help all new players with the transition. The Committee agreed that these efforts should continue.

Correspondence In

07-05-2026	Make-a-Wish	Nationwide Pairs
08-05-2026	ABF	Australia Wide Novice Pairs
09-05-2026	Ross Lam	Club House Hire
10-05-2026	QBA	Memo for Club Secretaries
12-05-2026	Toowong Bridge Club	Safety Document
15-05-2026	Brisbane City Council	Air Con Replacement Approval
16-05-2026	Darling Downs Bridge Club	Congress Flyers
17-05-2026	Gold Coast Bridge Club	Congress Flyer
18-05-2026	QBA	Public Liability Certificate
20-05-2026	QBA	WBF – Teaching Resources
20-05-2026	QBA	Draft 2027 Calendar
22-05-2026	Ross Lam	Chess Club Invitation
28-05-2026	QBA	ABF Clubs Marketing 101 Webinar
31-05-2026	ABF	AWNP – Provisional Results
02-06-2026	QBA	Draft 2027 Calendar
03-06-2026	Sue Fitzpatrick	Cleaning of Chairs
04-06-2026	ABF	ANWP Results
10-06-2026	QBA	Youth & Congress Entry Refund Policy
10-06-2026	QBA	2027 Calendar

Correspondence Out

07-05-2026	Suzanne Irwin	Make-a-Wish	Nationwide Pairs
14-05-2026	Sue Holburt	Toowong Bridge Club	Safety Document
02-06-2026	Suzanne Irwin	Local High Schools	Lesson Flyer
03-06-2026	Alice Edwards	Sue Fitzpatrick	Chairs

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

Business arising from Correspondence

Youth Bridge and Congress Entries

The club received an email from the Secretary, QBA regarding formalising policies regarding the treatment of 'Youth' members, 'Home' teams/pairs and Congress refunds. All of these topics have been resolved in the past but the club does not have a policy document.

- Robyn Chippindall to document the club's policy on the above topic which will then be included in the Club Rules.

Reports

Treasurer's Report

The Profit & Loss Statement for May 2026 shows a net surplus of $5,899.58, assisted by the successful Queensland Novice Pairs event held on 3 May.
The year-to-date (YTD) surplus of $11,609.23 is primarily attributable to table fee income of $20,869 and membership subscriptions of $11,132, partially offset by QBA/ABF affiliation fees of $8,191 and various maintenance expenses.

Month	Income	Interest	Expenses	FY26 Nett 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	$5,011.80	$2,013.93	($6,055.36)	$970.37	$5,083.92
April	$4,812.00	$16.64	($13,824.84)	($8,996.31)	($8,609.85)
May	$8,949.96	$16,834.29	($19,884.67)	$5,899.58	($2,946.80)
YTD				$11,609.23	$9,396.60

One new membership fee was received in May 2026. YTD membership income totals $11,132, which is $688 higher than the corresponding period last year. The Club currently has 154 home members compared with 159 home members at the same time last year (including life members).
May expenses included $13,817 in capital expenditure relating to the deposit paid for the clubhouse air-conditioning replacement. This expenditure was offset by grant funding received from the Gambling Community Benefit Fund, Queensland Government. As this expenditure is capital in nature, it will be transferred to the Balance Sheet at year-end.
YTD operating expenses remain slightly below the prior year, primarily due to reduced electricity costs following the installation of solar panels and lower maintenance expenditure.
Other income is $3,798 lower than at the same time last year, mainly due to:

- Interest on one term deposit being payable at maturity rather than periodically; and
- A water rebate of $2,852 received in the prior year with no corresponding receipt this year.

The unexpended balance of the $35,000 Gambling Community Benefit Fund grant for the air-conditioning replacement is recorded as a current liability in the Balance Sheet until the project expenditure is fully recognised.
Cash on hand at end of Month was $82,507.75 including remaining grant funds of $21,632 earmarked for the replacement of the air-conditioner.

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

Teacher's Report

Lessons will commence on Saturdays, August 1st. There are currently between 5 and 10 enrolments and hope this will be a large group. Peter Heard has been helping at the bridge lessons and has been well received by the attendees.

One person has responded to the club's Facebook posts with additional advertising at "lifestyle" villages.

Attracting new players is an ongoing problem and new ideas are needed.

Many other clubs offer more options for their newest bridge players and the club should consider adding a novice section to one of the other sessions. This could be difficult given the number of tables at all sessions. It is also more work for the director.

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

Convenor's Report

Three successful events were held during May including the Queensland Novice Pairs, GNOT Qualifying Heat and the Robinson Pairs. The Club Championship Pairs will be held on 28th June 2026 with 28 pairs entered.

Robyn Chippindall moved that the Convenor's report be accepted. Seconded by Michele Thorne. CARRIED.

General Business

New Memberships

Mary Langler moved that the membership application from Catherine Mahoney be accepted. Seconded by Alice Edwards CARRIED.

Blue Card

Suzanne Irwin presented a paper on the Blue Card requirements should efforts to attract youth players be successful. Lessons flyers have been sent to a number of schools in the area but have not yielded any results to date. The Committee agreed that should any youth players enrol for lessons, the club would apply to become a sponsoring organisation thus allowing members to apply for a Blue Card as required.

Fencing

As the wood fencing around the air-conditioning unit had to be taken down for the installation of the new unit and that the fencing was not in good condition, Doug Matthew moved that "the quote for colour bond fencing and gates provided by Brisbane Fencing be accepted at a cost of $1602". Seconded Suzanne Irwin. CARRIED.

Table Fees

The Treasurer presented a report outlining the reasons and options for increasing table fees at this time. The Committee agreed that table fees should be increased by a small amount in an effort to cover recurrent expenses. The increase proposed still means that the club has the cheapest table fees in Brisbane for both members and visitors. Suzanne Irwin moved that "Table fees be increased as follows:

1.	Per game	Members $6.00	Visitors $8.00
2.	Voucher Book (11 vouchers)	$60.00	
3.	Single Week Red Point Competitions	Extra $1.00	
4.	Two Week Red Point Competition	Extra $3.00 per game	

Entry fees for events which have already been advertised will not change. The new fee structure will be in effect from 1st July 2026". Seconded Doug Matthew. CARRIED.

The next meeting will be held at 1:30 pm on Friday 10th July 2026.

The meeting concluded at 3:00pm.

President ……..

Secretary……..