

# MINUTES

## SUNNYBANK BRIDGE CLUB INC

Committee Meeting at 69 Nathan Road Runcorn  
Opened at 1:00pm 13<sup>th</sup> November 2024 by President Doug Matthew

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

**Apologies:** Michele Thorne, Chris Pohle

### Minutes of previous meetings

The Minutes of the previous Committee Meeting on 30<sup>th</sup> October 2024 are a correct record of the meeting.

Moved by Alice Edwards, seconded Robyn Chippindall 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 will be made to the next Gambling Community Fund Grant Scheme which closes at the end of November 2024.

- TCG to lodge a new application before 30<sup>th</sup> November 2024.

#### 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**

Issues with the running of NWP continue. The club was not able to register for NWP on Thursday night in November.

- Sue Holburt to write to QBA and report progress
- Sue Holburt to update website with status as it changes
- Committee to decide if the Club will participate in 2025 at November 2024 meeting depending on the outcome of the representations made to the QBA.

## **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.

## **GNOT Rules**

As the club has no control over the rules other than at club level, Robyn Chippindall will advise the Committee if the participation rules change at higher levels.

## **Suncorp**

The Treasurer advised that there were not any members paying for vouchers using cheques.

## **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

## **Phones**

Thanks to Michele Thorne for writing a Directors Notice regarding the appropriate procedures for the use of mobile phones.

## **Directors Folder**

Thanks to Ken Clem for sending an email to Directors regarding the new content in the Directors Folder.

## Membership Fees

The Treasurer advised that the fees for 2025 would be ABF & QBA \$23.30 each and the club fees of \$15.40 making a total of \$62.

- Membership renewals to be sent out at the end of November 2024.

## Correspondence In

31-10-2024	Brisbane City Council	Acquittal Due – Air Con Grant
01-11-2024	QBA	Handouts for Council Meeting
01-11-2024	Pacific Island Council	Request to use Club Rooms for AGM
04-11-2024	Toowoomba Bridge Club	Congress Flyer
05-11-2024	Brisbane City Council	Variation Change Request
05-11-2024	Peter Busch	Remaining Red Point Event 2024
05-11-2024	Toowong Bridge Club	Workshop
06-11-2024	QBA	System Cards for Sale
06-11-2024	QBA	Clarification re Red Point Requests
07-11-2024	ABF	Nationwide Pairs Issues
07-11-2024	QBA	Council Minutes
07-11-2024	BCC	Variation to Air Con Grant
08-11-2024	QBA	Masterpoints Fees & Charges for 2025
08-11-2024	BCC	Seniors Celebrations Grant
10-11-2024	QBA	MyABF Webinar
12-11-2024	Sunshine Coast Bridge Club	Congress Flyers
12-11-2024	Urban Utilities	Water Use

## Correspondence Out

05-11-2024	QBA	Sue Holburt	Nationwide Pairs
05-11-2024	Daryl (Builder)	Sue Holburt	Extension – Quote Request
05-11-2024	Peter Busch	Sue Holburt	Red Point Event Query

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

## Business arising from Correspondence

### Use of Rooms

Doug Matthew advised that the club had agreed to a request from the Pacific Island Council to use the club rooms on Saturday 23<sup>rd</sup> November 2024 for their AGM.

- Doug Matthew to ensure keys are made available & returned

### Water Use

- Doug Matthew to contact Urban Utilities for further information

## Reports

### Treasurer's Report

The profit this month is \$1668.85. Currently there are 82 members & friends who have indicated that they will attend the Christmas Party on 7<sup>th</sup> December 2024. Payment for the event will be made late in November 2024.

Jenny Andrews moved that the Treasurer's report be accepted. Seconded by Sue Holburt CARRIED.

### Teacher's Report

No Report

### Convenor's Report

No Report

**Social Committee Report**

Judith Bramich reported that the visit to Toogoolawah Bridge Club was thoroughly enjoyed by the members of the club who made the trip.

Judith Bramich moved that the Social Committee Report be accepted, Seconded by Alice Edwards. CARRIED.

**General Business**

**New Memberships**

Jenny Andrews moved that membership applications from Liz Lovering and Theresa Fabian be accepted. Seconded Judith Bramich CARRIED

The Committee would like to welcome the club’s newest members.

**Christmas Raffle Donation**

Jenny Andrews moved that “the proceeds from the Christmas Raffle 2024 will be donated to Lifeline “. Seconded by Judith Bramich CARRIED

**Pest Control**

Brisbane City Council requires that a termite inspection is carried out annually with the last one done on 19<sup>th</sup> April 2024.

- Doug Matthew to get quote to include pest spray inside & outside the building to be done at the same time as the termite inspection.
- Bernice Cooper to ask the gardeners to ensure that they remove the leaves against the building regularly

**RCD Inspection**

Sue Holburt advised that documentation that specifically stated that an inspection had been carried out was required as part of Brisbane City Council’s maintenance requirements.

- Jenny Andrews to check if invoice specifically states that the inspection was done and if not, Doug Matthew to contact electrician for documentation.

**The next meeting will be held at 1:30 pm on Wednesday 11<sup>th</sup> December 2024.**

The meeting concluded at 2:03pm.

*President .....*

*Secretary.....*