MINUTES

SUNNYBANK BRIDGE CLUB INC

Committee Meeting at 69 Nathan Road Runcorn
Opened at 1:30pm 14th August 2026 by President Doug Matthew

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

Apologies:
Mary Langler, Andrew McKee

Minutes of previous meetings

The minutes of the previous Committee Meeting on 10th July 2026 and a Special Committee Meeting held via Zoom on 18th August 2026 are both a correct record of the meetings.

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

SAFETY

Fire drill needs to be conducted.

- Sue Holburt to co-ordinate with Directors

MAINTENANCE

Item	Action	Who
Garden Bed edging	Get Quote	Doug Matthew
Corner spotlight on during daytime hours	To be checked	Replaced
Wall being damaged outside toilet entry	Speak with GoGok	Doug Matthew
Vertical Blind (RHS Exit Door) cannot be retracted	No Action at this time	
Electrician to check RCDs	Organise Electrician	Done
Faulty Bridgemates (4)	Liaise with Support Centre	Fixed
Locks/Bolts for new Air Con Gate		Done
Bollards	Repair Required	Done
Rubbish Bins in Ladies Toilet	Replace	Done
Honour Board Names Lettering	Ordered	Done

Serviette Holders (4)	Replace	Done
Hot Water Service	Test PLRs	Done
Tree Roots in car park	Respray with Yellow Paint	Done
Resurfacing Carpark	Get Quote(s)	Sue Holburt

Air-conditioning

Suzanne Irwin has drafted a notice acknowledging the financial contribution from the CGBF for the next newsletter.

- Print in August newsletter
- Alice Edwards / Suzanne Irwin to complete acquittal forms

Advertising

Suzanne Irwin advised that she had not received any response from clubs that she had contacted regarding sponsorships / advertising.

Andrew McKee offered to investigate the cost of professional help to set up a social media presence.

- Andrew McKee to advise cost involved with setting up a social media presence.

Nationwide Pairs

Suzanne Irwin advised that she had contacted Make-A-Wish Foundation who are now receiving donations from the running of NWP but that she has still not received an updated invoice from NWP. Red Points for the March quarter have been added to members' balances. The Committee decided that, in light of the popularity of the session, the Club should continue to participate.

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.

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.

Badges / Trophies

Robyn Chippindall advised that our current supplier has moved premises making pick-ups more time consuming. The Committee agreed that a change of supplier should be investigated.

- Sue Holburt to investigate

Mentors

Michele Thorne advised that 2 Monday players had accepted the invitation to play with a mentor at the Wednesday session. Thank you to Carolyn Blyth and Lyn Crookall for offering to mentor these players.

80th Birthdays

Michele Thorne advised that preparations were in hand.

Christmas Party

- Doug Matthew to buy drinks for the event
- Robyn Chippindall to print the advertising fliers for the noticeboard
- Alice Edwards to print blank table seating forms for the noticeboard
- Alice Edwards to send an invitation to Councillor Kim Marx & local member James Martin.

Correspondence In

10-Jul-2026	Eric Lam	Bridge Supplies
14-Jul-2026	QBA	Memorandum to Secretaries
15-Jul-2026	QBA	Possible Zoom Seminar for Masterpoints Secretaries
16-Jul-2026	Toowong Bridge Club	Congress Fliers
18-Jul-2026	Redland Bridge Club	Congress Fliers
21-Jul-2026	QBA / Toowong Bridge Club	Bridge Lessons Flier
22-Jul-2026	Barry Koster	BBC /QCBC Info
24-Jul-2026	Sunshine Coast Bridge Club	Congress Fliers
26-Jul-2026	Jeff Dittman	Club Song & Jingle
27-Jul-2026	Yunus Muhammad	Bridge Partner
27-Jul-2026	QCBC	Congress Flier
27-Jul-2026	QBA	World List of Bridge Clubs
28-Jul-2026	QBA	Updated Club Directors List
02-Aug-2026	ABF	Aust Wide Open Pairs Competition
04-Aug-2926	QBA	Memorandum to Secretaries
04-Aug-2026	Sunshine Coast Bridge Club	Congress Flier
05-Aug-2026	Noosa Bridge Club	Congress Flier
07-Aug-2026	Peter Busch	Compscore3 Lead Verification Issue
07-Aug-2026	Caboolture Bridge Club	Congress Flier
07-Aug-2026	QBA	Masterpoint Seminar

Correspondence Out

01-Aug-2026	Alice Edwards	Kevin Robinson	Complaint
05-Aug-2026	Sue Holburt	Peter Busch	Bridgemate Lead Verification Issue
10-Aug-2026	Robyn Chippindall	Brisbane Zone	GNOT Teams

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

Business arising from Correspondence

Seminar for Masterpoints Secretaries

Sue Holburt advised that she had registered for the seminar.

Club Song / Jingle

Thanks to Jeff Dittman for composing the song & jingle.

Partner Required

A lapsed member would like to play on Monday nights. The Committee agreed to use the Directors' notices in an effort to find a partner for him.

- Michel Thorne to write Directors notice

Reports

Treasurer's Report

The July result reflects the completion of a significant capital project rather than the Club's normal operating performance. Looking ahead, the Committee should continue to monitor operating revenue against rising costs to ensure the Club maintains sufficient recurring income to support future capital replacement and ongoing maintenance. The recent review of table fees and competition charges, and future consideration of membership subscriptions will assist the Committee in maintaining the Club's long-term financial sustainability.
The Profit & Loss Statement for July 2026 shows a net loss of $34,763. This result was primarily due to the final payment of $53,633 for the air-conditioning replacement project, partially offset by recognition of the remaining $21,633 balance of the Gambling Community Benefit Fund grant, which had previously been recorded as a current liability until completion of the project.
As anticipated following the record sale of voucher books in June 2026 prior to the table fee increase effective 1 July 2026, voucher book sales reduced significantly to 38 books in July, resulting in correspondingly lower table fee income.

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)
June	$9,188	$2,172	($4,082)	$7,278	($1,075)
July	$3,565	$21,777	($60,105)	($34,763)	$1,114
YTD				($15,878)	$9,436

The year-to-date accounting loss of $15,878 is largely attributable to expenditure on the air-conditioning replacement project, which will be capitalised and transferred to property, plant and equipment in the Balance Sheet at year end. Table fee income and voucher sales of approximately $30,000 are comparable with the prior year. Excluding capital expenditures, interest and grant income, YTD net operating surplus is approximately $10,000.

One new membership subscription was received during July 2026. Year-to-date membership income totals $11,263, which is $819 higher than the corresponding period last year. The Club currently has 156 home members compared with 159 home members at the same time last year (including life members).

Year-to-date operating expenses remain slightly below the prior year, primarily due to reduced electricity costs following the installation of solar panels and lower general maintenance expenditure.

Other income is $31,030 higher than the corresponding period last year, primarily due to:

- the $35,000 grant received under the Gambling Community Benefit Fund;
- partially offset by 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.

Nationwide Pairs

Participation fees of $324 collected from 11 Nationwide Pairs sessions held since 1 January 2026 have been recognised as a current liability in the Balance Sheet pending receipt of a revised invoice following the transfer of event administration. In accordance with advice received from Make-A-Wish Australia, payment will be made upon receipt of the revised invoice.

Cash and Investments

Cash on hand at 31 July 2026 was $36,019. Following completion of the air-conditioning replacement project, the Club continues to hold cash and term deposits totalling $352,019, maintaining a strong liquidity position.

Term Deposits

Amount Interest Rate Term Maturity Date

1. $191,000 4.95% (paid qtrly) 6 months 22 Dec 2026
2. $125,000 5.3% (paid at maturity) 12 months 19 July 2027

Suzanne Irwin moved that the expenditure for the month of July 2026 be approved and Treasurer's report be accepted. Seconded by Sue Holburt. CARRIED.

Teacher's Report

Bridge Lessons

The number of enquiries for the current lessons has been very high. Nearly all have been through word of mouth. There have been 2 "no shows" and up to 5 dropouts (to be confirmed on Saturday) which leaves 28 people continuing with the lessons. Members have assisted by circulating fliers and this has made a big difference to the attendance numbers.

Novice section

If there is sufficient interest from new members, a second section for novice players should be added at one of the club's regular sessions. The Director of the Wednesday session is willing to accommodate this, if there is sufficient interest.

Mentors

Two players from Monday have expressed an interest in being mentored on Wednesday. They have now been paired with two volunteer mentors.

Sie Holburt moved that the Teacher's report be accepted. Seconded by Doug Matthew. CARRIED.

Convenor's Report

The Convenor reported that while the Club's Teams Congress had been successful, there were a number of team changes at the last minute (ie. Day before and on the day). This makes it very difficult for the Convenor and the Director to rearrange players and prepare for the event. While last minute cancellations due to illness are unavoidable, non-urgent or unacceptable reasons for cancellations must be discouraged.

General Business

New Memberships

Alice Edwards moved that the membership application from Susan Smith be accepted. Seconded by Michele Thorne CARRIED.

Director Training

Sue Holburt advised that the NSW Bridge Association has an on-line proficiency test for Club Directors.

- Ken Clem to send link to all Club Directors

Not for Profit Status

Suzanne Irwin advised that the Club must lodge information with the ATO as confirmation of its NFP Status. This is annual return which must be lodged before 31st October 2026.

- Suzanne Irwin / Alice Edwards lodge return

Absence

Suzanne Irwin advised that she would be away from 1st October 2026 to 30th November 2026. The Committee agreed that the 2025 Treasurer should be asked to fill-in during this period.

Club Rules

The Committee agreed with a proposal from Suzanne Irwin to review the Club Rules relating to unacceptable behaviour and walk-outs in conjunction with the Club's Constitution and the OFT grievance policy.

- Sub-committee comprising Sue Holburt, Robyn Chippindall and Suzanne Irwin to present suggested changes to the Committee

The next meeting will be held at 1:30 pm on Friday 16th October 2026.

The meeting concluded at 3:00pm.

President ……..

Secretary…….