TOOWONG BRIDGE CLUB INC.

Management Committee Meeting
May 13th 2024
Minutes of Meeting

The meeting was opened by Neil Strutton at 1:30pm

1. **Attendance/Apologies**:
   Attendance: Neil Strutton, Jo Neary, David Sydes, Caroline Nelson, Irene Komen, Sue English, Margaret Prentice, Janet Lovell.
   Apologies: Nil

2. **Minutes of the previous meeting April 8th 2024**
   Hard and electronic copies of the Minutes were provided to the Committee.
   Motion that the Minutes are a true and accurate record of the March meeting.
   Moved: David Sydes; **Seconded**: Jo Neary ; **Carried**.

3. **Business arising from the minutes of the previous meeting:**

   (i) **Repair Plan**
   Further delays have occurred. Some galvanized iron has been delivered and many of the tiles have been lifted and the tables removed. Discussion with Ricardo Moffatti re poor communication. Project Officer not available until next week. To discuss the schedule with the Site Foreman on Tuesday as it seems unlikely that there will be any need to close the Club for the 2 weeks scheduled to start on May 27.

   (ii) **Casual Bridge Session**
   Neil Strutton to follow up re reporting back the QBA and ABF. Discussion re having lessons before the session. This was not the original concept. Should participants wish to discuss hands after the session this could prove helpful, at the discretion of the group leader.

   (iii) **My ABF**
   David Sydes will begin implementing the My ABF process for paying for sessions beginning with Wednesday night and Thursday afternoon

(iv) **Defibrillator training**
Caroline Nelson to follow up with Raelene Clark and other FAME members.

(v) **Air conditioning update**
Air conditioning installation will begin 14th May and should be completed in a week.

(vi) **Solar panels**
Margaret Prentice has asked Matt Devitt to check the panels and advise. We use a Lot of power during the day. How much is left over from that? Gas cylinders deliver hot water to the kitchen.

(vii) **Vegetation Clearing**
Successfully cleared and some higher branches cut back.

(viii) **Members Booklets**
Margaret Prentice will order 600 of them.

4. Business arising from the Correspondence.

(i) Lord Mayors Grants
No action taken

(ii) Kim Ellaway
Number of issues
Calendar 2025 feedback sought on dates allocated, availability of Directors and Zonal final date set.
Office of Fai Trading requirements for responsible person for the Club. David Sydes provided My Gov identification.
AGM and Council meeting to be attended by Club Representatives via Zoom

(iii) 90s Gallery
Jill Duffield interested in show casing our members who are 90 plus. Discussion re privacy issues. Only if people are prepared to tell their story and have it displayed. Feedback to Jill Duffield.

(iv) Invitation to Libby Watson Brown.
Delayed until building works are completed.

(v) Cancer Council Big Morning Tea.
Concern re people feeling obliged to contribute. We could donate table fees. Arrange a poster.

(vi) Voucher for Mentoring Volunteers
Gift Voucher x2 per month for Mentors. Neil Strutton has allocated same.

Motion that the inward coming mail be received, and the outgoing mail be adopted.
Moved: Irene Komen **; Seconded**: Sue English; Carried.

5. **Treasurer's Report**:
   Treasurer's report has been circulated electronically.
   In a good financial position. Audited reports for AGM available soon.

   Motion that the Report be accepted, and the purchases be ratified.
   Moved: David Sydes; S**econded**: Sue English; **Carried.**

6. **Membership Report**
   TBC has received application for membership from Shelley Granzin, Cherie Orchard, Robyn Hawkins, Sue Clare, Gail Hartridge, Peter Hill, Karen Pleash, Donna Parkin, Megan Beattie, Susie Fuller, Caroline Barry, Bernadette McCormack and Sue Hickey.
   Discussion re Committee members requiring Admin access to Pianola for Bridge.

   Motion: that all Committee members be given this access.
   Moved: Margaret Prentice; **Seconded:** Jo Neary. **Agreed.**

   Motion that these new members be welcomed to the Club and that the Membership Report be accepted.
   Moved: Margaret Prentice; **Seconded**: Irene Komen; **Carried.**

7. **General Business**

   (i) **Roof Repair**
   Drawings prepared by Council contractors for the roof repair have been provided by Ricardo Moffatti. Referring same to Adrian Pollock for comment and preparatory work. To be followed up after the current work is completed.

   (ii) Fund Raising for the Women's U/26 Team
   Kim Ellaway reports that they have adequate funds.

   (iii) Key Management
   There are multiple keys for most locks and some keys that don't fit any locks. Margaret Prentice and Caroline Nelson to rationalize same. The bolt for the front door not yet fitted. Janet Lovell to follow up
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   (iv) Director's Group.
   5 members. 2 sitting exam in June. 2 more in November.

8. **Meeting closed 2:45pm**

   Next meeting 10th June at 1:30pm

TOOWONG BRIDGE CLUB INC.

Management

Committee Meeting
April 8th 2024
Minutes of Meeting

The meeting was opened by Neil Strutton at 1:30pm

9. Attendance/Apologies:
Attendance: Neil Strutton, Jo Neary, David Sydes, Caroline Nelson, Irene Komen, Sue English.
Apologies: Margaret Prentice, Janet Lovell.

10. Minutes of the previous meeting March 11th 2024
Hard and electronic copies of the Minutes were provided to the Committee.
Motion that the Minutes are a true and accurate record of the March meeting.
Moved: Jo Neary; **Seconded**: Irene Komen; **Carried**.

11. Business arising from the minutes of the previous meeting:

(iii) **Repair Plan**
Timeline has changed again. There have been problems with obtaining materials. We are awaiting notification from Council re the new plan. Ricardo Moffatti was not aware of the change of plan and is urgently seeking clarification. The Graded Teams Congress on April 14 is not affected. Committee is very concerned about the River City Gold Congress on 25th and 26th May. It may be better to postpone the work on the building itself until after that date. There are considerations about the impact on dealing and if there is going to be any extended cut off of electricity. We will also require access to the back parking area for the likely installation of the Air Conditioning units beginning in the week beginning on May13th.

(iv) **Tablecloth replacement**
New tablecloths are in place and functioning well. Many thanks to Judy Vann for her efforts in cutting off the excess material, and Sue English and Helen Hassell for managing it.

(v) **Casual Bridge Session**
Neil Strutton reports that they are averaging 5.5 tables. People are enjoying the session. It is not a part of the education programme so lessons are not part of it. If members wish to discuss aspects of play privately that is their prerogative. Report

in May. Issue of allocation of points for further investigation.

(iv) **My ABF**

David Sydes will be following up with Jacqui Dudurovic re the implementation of the system at NSBC.

(v) **Problems re Gates**

Referred to Adrian Pollock for follow up with Nikki Williams

(vi) **Problem re drainage**

Referred to Larry Moses for follow up with Nikki Williams

(vii) **Club Delegates**

Neil Strutton, Janet Lovell, David Sydes and Caroline Nelson are nominated. QBF Annual General Meeting via Zoom Thursday 18th April.

(viii) **Vegetation Clearing**

Council has appointed Jungle Busters (0409027996) to do this. He has been referred to Larry Moses to negotiate pruning of the higher branches.

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(ix) **Defibrillator training**

Ongoing. Training to be organized for Directors, Bridgemate operators and other interested members for June. Raelene Clark will be able to assist.

(x) **Air Conditioning Update**

David Sydes reported that the units will be available for installation in by May 13. He has discussed this with Project Officer David Watt. We are awaiting confirmation that this can proceed without impacting on the repair work.

12. Business arising from the Correspondence.

(iv) Lord Mayors Grants

Funding of up to $10,000 can be sought. To discuss with Terry Higgs and Raelene Clark. May be purchase new Server or Bridgemates?

(v) Kim Ellaway

Range of issues.
Directors Seminars run by ABF.
AGM of QBF April
Capitation to be paid
2025 Calendar Requests to be submitted
Successful Gold Coast Congress, Thanks to all supporters.

(vi) QBA Regulations

Updated in March.

(vii) 2025 Open selection trials

Displayed on the Notice Board.

(v) Youth Bridge

Information to be displayed on the web site. Invitation to free Bridge lessons for young people between 14 and 25, on the internet.

Motion that the inward coming mail be received, and the outgoing mail be adopted.
Moved: Janet Lovell**; Seconded**: Sue English; Carried.

13. Treasurer's Report:

Treasurer's report has been circulated electronically.
Documents forwarded to auditor. Increase in returns from Congresses this year.
Financial position is good. Payment for Air conditioning unit not yet made and we are still holding
Grant money which will be used to repair pavement. Electricity is expensive.

Motion that the Report be accepted, and the purchases be ratified.
Moved: David Sydes; S**econded**: Sue English; **Carried.**

14. Membership Report

TBC has received application for membership from Greg Poropat, Michael Schouten, Robyn Bowman, Prunella Adams, Julie Richmond, John Filewood, Betty Ho, Chris Debritz.

Motion that these new members be welcomed to the Club and that the Membership Report be accepted.
Moved: Caroline Nelson; **Seconded**: Irene Komen; **Carried.**

15. General Business

(ii) **Birthday Cake**

Birthday cake has been purchased for a member achieving 90 years. To be presented on Wednesday. Sue English to notify the Director and arrange the celebration.

(iii) Solar Panels

Our return on the solar panels appears very low. Margaret Prentice is organizing a company to inspect and report on the situation.

(iv) Graded Teams April 14th

Increase in numbers to 42 teams. Catering certainly contributing to pleasure of players attending. Thanks Catering staff. Help with setting up required.

(iv) Committee Vacancies

There are two vacancies on the Committee. George Collings has resigned due to time pressures. The AGM is rapidly approaching so we will encourage members to consider nominating for positions on the Committee then.

16. Meeting closed 2:27pm

TOOWONG BRIDGE CLUB INC.

Next meeting May 13th at 1:30pm

Management Committee Meeting
March 11th 2024
Minutes of Meeting

The meeting was opened by Neil Strutton at 1:30pm

17. Attendance/Apologies:

Attendance: Neil Strutton, Jo Neary, David Sydes, Margaret Prentice, Caroline Nelson, Janet Lovell, Sue English.

Apologies: George Collings, Irene Komen.

18. Minutes of the previous meeting February 12th 2024

Hard and electronic copies of the Minutes were provided to the Committee.

Motion that the Minutes are a true and accurate record of the February meeting.

Moved: Janet Lovell; **Seconded**: Jo Neary; **Carried**.

19. Business arising from the minutes of the previous meeting:

(vi) **Repair Plan**

Meeting on site on Feb 15th. Plan discussed. Site map and schedule of repairs subsequently provided and sent to members. Two stages planned which will include a 2week shut down of the Club from April 15 to April 29. Drainage of water from building discussed but not part of the Plan.

Motion: Toowong Club events which would usually be conducted in the time covered by the Plan will be postponed until more convenient dates.

Moved: Janet Lovell; Seconded: Jo Neary. Carried

(vii) **Table Cloth replacement**

Discussion re types of fabric. Leatherette material most practical and aesthetically pleasing. Sue English to follow up with Helen Hassell and Judy Vann re cutting of fabric.

Motion: That 60 metres of Zephyr Navy Vinyl be purchased for 60 tablecloths.

Moved David Sydes; Seconded Sue English. Carried

(viii) **Casual Bridge Session**

Progressing well. There has been a complaint re the Bridgemates not being reset after the Friday sessions. Raelene Clark to be notified to ensure that Janice Little and Sherrell Cardinal know how to return Compscore settings and turn off the server.

(iv) **Temperature in the Club**

Still fluctuating. If too cold, turn off air conditioning for a short while, until new system installed.

(v) **Director Activities**

Group continues to function well. 6 Members in training.
Jo Neary congratulated on this initiative.

(vi) **Director's Library**

Books were purchased at Gold Coast and are now incorporated in the Club Library under their section.

(vii) **My ABF Feedback**

Feedback from the workshops organized at the Gold Coast Congress were positive. Benefits in having members convert to My ABF for payment of Table fees. May need to continue to use Tyro for sundry purchases eg Badges.

Motion: That the Club adopt My ABF payment for Club sessions over the next few months

Moved: David Sydes; Seconded; Janet Lovell. Carried.

(viii) **Wednesday am Bridge incident**

Complaint discussed and recorded.

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(ix) **Defibrillator training**

Training to be organized for Directors, Bridgemate operators and other interested members for June.

(x) **Kenmore Congress Costin**

David Sydes has communicated with the Kenmore Club Convenor, George O'Brien, re the cost problems for TBC. Kenmore has agreed to the proposal that the 2day event will attract an $8 per person charge with a minimum payment of $280 per day. Sunday events will cost $10 per person with no minimum costs.

20. Business arising from the Correspondence.

(viii) Pearson Research Participation.

Letter to recruit people aged 16 to 90 years of age to participate in developing Australian and New Zealand editions of the Wechsler Adult Intelligence Scale, Fifth Edition (WAIS-5), the Wechsler Memory Scale, Fifth Edition (WMS-5) and the Texas Functional Living Scale, Second Edition (TFLS-2).
It was agreed to display the poster at Club.

(ix) Contact with Nikki Williams re Gates

Discussion with Nikki Williams, Sport and Community Officer, Community Facilities Operations Team, re commuter parking problems. She will discuss the situation with colleagues in Council and then contact Adrian Pollack who has agreed to be the contact person for this issue.

(x) Contact with Nikki Williams re Drainage

After the recent rain event which caused flooding into the Soccer Club Nikki is interested in ways to reduce the amount of water flowing onto the asphalt both from our building and the Soccer Club. External maintenance and Larry Moses will follow up.

(xi) Club Delegates

Janet Lovell, Jo Neary and David Lovell to be added to our list of Delegates.

Motion that the inward coming mail be received, and the outgoing mail be adopted.
Moved: Janet Lovell**; Seconded**: Sue English; Carried.

21. Treasurer's Report:

Treasurer's report has been circulated electronically.
There has been an increase in table fees taken.
GST has been charged on one account. Refund received .
Motion that the Report be accepted, and the purchases be ratified.
Moved: David Sydes; S**econded**: Sue Englishl; **Carried.**

22. Membership Report

TBC has received application for membership from Charles Page, Gerri Birchall, Ann Tully, Jane Tynan, Upali Jayasuriya, Lindsey Kelly, Michelle Fleming, Sandra Baston, Diana Harris, Michelle Lewis, Jottie Nagle.
Numbers are 560 Home Club and 140 Alternate Members.

Motion that these new members be welcomed to the Club and that the Membership Report be accepted.
Moved: Margaret Prentice; **Seconded**: **Carried.**

23. General Business

(v) **Mother's Day raffle**

Joyce Hook and her sister have offered another basket to raffle and suggested it could be for Mother's Day. Discussion re times we do raffles. Usually twice a year on Charity Day and at Christmas. Decision to thank Joyce for the offer and explain that we prefer not to do more than two per year and that we would be happy to have the basket for the September raffle and send funds raised to Orange Sky.

(vi) Clearing of growth beside the railway fence

Check if this is included in the Repair plan. Trees are growing very tall and

probably will have leaves in the gutters soon.

(vii) Repair/ replacement of toilet cisterns.

Plumber has indicated that replacement per unit would be approximately $500-$600. To replace special valve, which would probably cost $80 each, would be an alternate proposal.

Discussion re refurbishment of the Toilet Blocks. Member has commented that the floors in the Women's toilet block need a thorough cleaning. Irene Komen to discuss cleaning with the service provider. Feedback to plumber and request to fix toilet which has been out of order for some time.

24. Meeting closed 3:37pm

TOOWONG BRIDGE CLUB INC.

Next meeting April 8th

at 1:30pm

Management Committee Meeting
February 12th 2024
Minutes of Meeting

The meeting was opened by Neil Strutton at 1:32pm

25. Attendance/Apologies:

Attendance: Neil Strutton, Jo Neary, David Sydes, Margaret Prentice, Caroline Nelson, Janet Lovell, George Collings, Irene Komen.
Apologies: Sue English.

26. Minutes of the previous meeting December 11th

Hard and electronic copies of the Minutes were provided to the Committee.
Motion that the Minutes are a true and accurate record of the November meeting.
Moved: Janet Lovell; **Seconded**: Jo Neary; **Carried**.

27. Business arising from the minutes of the previous meeting:

(ix) **BBC Structural Engineering Report and Repair Plan**
Meeting on site on Thursday February 15th 12:30 to 2:00pm

(x) **Evacuation Diagram**
Diagrams not yet delivered- follow up this week.

(xi) **Table Cloth replacement**
Feedback to Helen Hassell. Look to involve members in making the cloths.

(xii) **Air Conditioning System**
Funding has been obtained through a grant from Council. TBC to partially fund with $15,000. New system ordered from Sirius to be installed in late May. This will take 2/3 days and will not impact on play.

(v) **Casual Bridge Session**
Sessions have continued and increasing in size and satisfaction. Report to be

forwarded to Kim Ellaway for discussion with ABF February 16th.

(xiii) **Beginners Lessons**
These began on February 1st 1:30pm – 3:45pm
February 1st 6:30 pm– 8:45pm

(xiv) **Members Profiles**
Discussion re failing to include all members who contributed to running of the Club. Decision not to pursue this.

(xv) **Temperature in the Club**
Technician asked to raise temperature 1 degree. It seems colder since! Leaving as is until new system is installed.

(xvi) **Volunteer Duties Tuesday**
Marg Henry, Jane Tagney and Verdon Park are attending to this. It is a big session and need for more help.

(xvii) **Christmas raffle**
$1115 raised and sent to Orange Sky Foundation. Letter of thanks and appreciation received. Many members were positive about this selection of a Charity to support.

28. Business arising from the Correspondence.

(xii) Director Activities
President Neil Strutton, on behalf of the Toowong Bridge Club, formally congratulated Jo Neary on her recent success in becoming a Congress Director. It has been a while since Toowong Bridge Club has had a member achieve this status. Jo has initiated a new Director Training Group with currently 6 recruits. It meets fortnightly and familiarizes members with the Rules and pairs them with a current Director for practical experience in dealing with issues.
Jo has also negotiated with the Librarian, Jill Duffield, to establish a Director's Resource Centre section in the Library. She has requested permission to investigate and purchase suitable resources at the Gold Coast Congress next week. Agreed by the Committee.

(xiii) Letter from Kenmore President George O'Brien
Letter of thanks from the President and members of Kenmore for their use of the Club for their January Congresses. Janet Lovell was especially thanked for her cooperation in the planning of this event. They plan to have this again in 2025 and would like our consideration in letting them use our Club rooms.

(xiv) Brisbane Zone Newsletter
Format changes for the GNOT explained.

(xv) Office of Fair Trading
David Sydes reported that we comply with the remuneration aspect of the changes coming into effect in July 2024. We have already agreed to follow the grievance procedure in the model rules and have attached a copy to the

Constitution displayed in the TBC Office.

(xvi) John Gralton re My ABF training

Letter of Thanks to John Gralton. Jo Neary and David Sydes to attend meeting at Gold Coast re the My ABF implementation.

(xvii) Kim Ellaway- Amendment to Laws, Events , My ABF

Details of GNOT and coming events, Amendments to Laws 73 and 89 advised.

(xviii) Complaint re noise.

There has been a complaint made to the President about a discussion between a director and a member re noise. The President to contact complainant.

Motion that the inward coming mail be received, and the outgoing mail be adopted.
Moved: George Collings**; Seconded**: Irene Komen; Carried.

29. Treasurer's Report:

Treasurer's report has been circulated electronically.
Financial position remains sound. Account inflated because we have already received the Grant allocation from Council.
Discussion re continued use of Coupons or move to My ABF process.
Concerns re the low level of members who have joined My ABF, difficulty some people have in negotiating the site, questions re security of banking information, how to collate the data- may require one person per session to do this.
Jo Neary and David Sydes to attend information session being run at the Gold Coast. Feedback to next meeting.
GST has been charged on one account. Refund being sought.

Motion that the Report be accepted, and the purchases be ratified.
Moved: David Sydes; S**econded**: Janet Lovell; **Carried.**

30. Membership Report

TBC has received application for membership from Scott Wang, Elizabeth Grant, Ken and Elizabeth Greaves. Tony Fitzgerald, Eric von Nida, Richard Spelman, Peter Grinlaubs, Trish Neighbour, Sue Stephens, Diana Wilkinson, Lynn Woodhouse. Pippi Goddard

Motion that these new members be welcomed to the Club and that the Membership Report be accepted.
Moved: Margaret Prentice; **Seconded**: Jo Neary; **Carried.**

31. General Business

(viii) **Group process for Director Training**

See above

(ix) Director's Library

See above.

(x) Meeting with Council and Project Manager

Larry Moses and Adrian Pollock to be invited to the meeting. Information provided by Ricardo Moffatti to be forwarded to them.

(xi) Kenmore Bridge Club Request to hold the 2025 Congresses at TBC.

Whilst January event was a great success, and the Club was left in good condition, the event has actually cost TBC more than we received in payment. We had to forgo the income we normally receive for the Saturday sessions which is usually around $400 to $500. Discussion about charging a flat rate per table to continue to support Kenmore but not cause loss to TBC.

Motion: that Kenmore be asked to pay $8 per table for the January Congresses plus GST,should they wish to use the TBC facilities in 2025.

Moved: Janet Lovell**; Seconded:** Jo Neary**. Carried.**

(xii) Congresses next Year

Irene Komen asked about Toowong Open and Novice Pairs being held in February. The Gold Coast Congress will be held from February 1-8 in 2025.

(xiii) Defibrillator Training

Members witnessed a person having a heart attack and requiring treatment at Noosa. Discussion about education sessions for members. We have a power point presentation which has been and can continue to be played regularly. To follow up with the FAME Committee.

(xiv) Borrowing Boards

A member wanted to borrow a box of boards from the Club to take home for education purposes. People may use Boards at the Club but not take them off the premises except for the Toogoolawah arrangement.

(xv) Tea breaks

Requests from some members re tea breaks.

President to ask sessions not currently having a break to vote on preference.

32. Meeting closed 3:32pm

Next meeting March 11th at 1:30pm

TOOWONG BRIDGE CLUB INC.

Management Committee Meeting
December 11th 2023
Minutes of Meeting

The meeting was opened by Neil Strutton at 1:32pm

33. Attendance/Apologies:
Attendance: Neil Strutton, Jo Neary, David Sydes, Margaret Prentice, Caroline Nelson, Janet Lovell, Sue English, Irene Komen.
Apologies: **George Collings**

34. Minutes of the previous meeting November 13th
Hard and electronic copies of the Minutes were provided to the Committee.
Motion that the Minutes are a true and accurate record of the November meeting.
Moved: Janet Lovell; **Seconded**: David Sydes; **Carried**.

35. Business arising from the minutes of the previous meeting:

(xviii) **BBC Structural Engineering Report and Repair Plan**
Ricardo Moffatti has not provided any further information. Discussion re next steps.

(xix) **Evacuation Diagram**
Diagrams not yet delivered.

(xx) **Web Problems**
Web issues involving Compscore seem to be resolved. Rerouted emails have ceased since email address was removed.

(xxi) **Air Conditioning System**
Result of funding application not yet available.

(v) **Casual Bridge Session**
Sessions have begun and will continue over the Christmas period.

(xxii) **Replacement Tablecloths**

Discussion re sample obtained and style of cloth. Too shiny and slippery. Need cloth 76cm square. Discussion re costs, fabrics and possibility that we could have volunteers from the Club to assist with making them.
Motion: Consult with Helen Hassell asking about getting volunteers to sew the Cloths as an alternative to buying readymade at $60 each.
Moved : Jo Neary; **Seconded:** Irene Komen**; Carried.**

36. Business arising from the Correspondence.

(xix) Solar Battery Group
Insufficient return on the current panels to warrant further expenditure.

(xx) Letter from Penny and Ivan Schmalkuche thanking the Committee for the Christmas celebration tabled

(xxi) Resignation from the Committee
Marsha Knoll has resigned from the Committee but will continue with her Role as Catering Coordinator. Guidelines to be developed re the management of Congresses and Vouchers for helpers.

(xxii) **Directing Problems Wednesday Nov 29th.**
Wednesday can be busy for the Director as Restricted Group have been encouraged to call the Director if there is any issue. Utilisation of other Directors to assist to be discussed.

(xxiii) Beginner Lessons 2024
Request from Sue Eix. Agreed to starting Feb 1st until March 21st at 1:30pm to 3:45 pm, then Thursday evening 6:30pm to 8:45pm. Sue to determine appropriate fee as Texts are now costing $25 each.

(xxiv) Larry Moses email
Mentoring will recommence after the Gold Coast Congress. Intending to install the extra shade cloth. An AFW has been lodged and approved by Council. The whole structure will be replaced by Council when the repairs are carried out in 2024.

(xxv) Letter from Jill Duffield
Request to investigate publishing members profiles on the web. Discussion re willingness of people to be involved, privacy issues etc.
Motion: That Jill Duffield interview people who contribute to the running of the Club and to work with Marge to put on Facebook.
Moved: Margaret Prentice; **Seconded:** Janet Lovell. Carried.
Neil Strutton to discuss with Jill Duffield.
Names of Committee Members can be displayed on the TV.

Motion that the inward coming mail be received, and the outgoing mail be adopted.
Moved: Caroline Nelson**; Seconded**: Sue English; Carried.

37. Treasurer's Report:

Treasurer's report has been circulated electronically.
Financial position remains good.

Motion that the Report be accepted, and the purchases be ratified.
Moved: David Sydes; S**econded**: Sue English ; **Carried.**

38. Membership Report

TBC has received application for membership from Shirley Liu.
Renewal notices out.
Motion that this new member be welcomed to the Club and that the Membership Report be accepted.
Moved: Margaret Prentice; **Seconded**: Irene Komen. **Carried.**

39. General Business

(xvi) **Temperature in the Club Room**

Many complaints that it is too cold. Discussion resulted in agreement that David Sydes would request the technician to increase the temperature to 23.

(xvii) Volunteers for Tuesday Kitchen duties.

Members not willing to assist as at the other sessions. Tuesday has one of the larger attendances and there may need to be greater incentives. The Treasurer provided data re the costs involved in hiring someone to carry out Kitchen duties.

"To employ someone, we would have to pay them under the "Amusement, Events and Recreation Award 2020". This specifies a minimum shift of 4 hours, at a rate of $23.23 per hour (Grade 1). When casual loading and superannuation is added in, this comes to $128.93 for the shift. If we pay for someone for one session, we would also need to pay for other sessions I would think - so annual cost would be at least $40,225."

It was agreed that David Sydes would explain to the Members playing on Tuesday why it was not considered economically prudent to employ someone.
Motion: That a notice in the Weekly news will offer 3 vouchers for volunteers each Tuesday.
Moved; Margaret Prentice: **Seconded**; Irene Komen. **Carried.**

Hopefully we can encourage the development of roster.

(xviii) Ads in Bulletin

Discussion re same. Little advantage seen as costs are expensive. Other means of promoting the Club to be considered.

(xix) Raffle

To be drawn at the end of the week.

40. Meeting closed 3:13pm

Next meeting February 13th at 1:30pm

TOOWONG BRIDGE CLUB INC.

Management Committee Meeting
13th November 2023
Minutes of Meeting

The meeting was opened by Neil Strutton at 1:32pm

41. Attendance/Apologies:

Attendance: Neil Strutton, Jo Neary, David Sydes, Margaret Prentice, Caroline Nelson, Janet Lovell, Sue English, George Collings, and Marsha Knoll.
Apologies: **Irene Komen.**

42. Minutes of the previous meeting October 9th

Hard and electronic copies of the Minutes were provided to the Committee.
Motion that the Minutes are a true and accurate record of the October meeting.
Moved: Janet lovell; **Seconded**: Sue English; **Carried**.

43. Business arising from the minutes of the previous meeting:

(xxiii) **BBC Structural Engineering Report and Repair Plan**
Ricardo Moffatti has reported that the Plan has been received and there will be a meeting on site in the week of 20/11/23 to price the proposed works. He will notify when this is to occur.

(xxiv) **Evacuation Diagram**
Diagrams not yet delivered.

(xxv) Councilor Clare Jenkinson has met with the Community Facilites Management re our concerns re Parking problems. She sent an email to TBC and the Community Facilities Leasing Manager John McKay who has contacted the Secretary of TBC re the way forward. Prior to the flood event there had been a meeting to discuss solutions. Options were 1. Do nothing and cope with community parking in the non-leased portion of the car park, 2. Negotiate with the Council Parks Management for physical control of the area. 3. Lease the entire parking area. Both 2 and 3 would require negotiating with the Soccer Club. The Secretary spoke

to the President of the Soccer Club. They have no interest in leasing any part of the area. Previous TBC Committees had rejected the idea of leasing more of the available space because of the potential costs involved with ongoing maintenance. John McKay has been informed of the change of plans for the use of the Funding obtained for the restumping. He has requested that we appoint a Project Officer to deal directly with him re these two issues. He has suggested a person with a background in Building or Engineering.
The Committee has agreed that Adrian Pollock be approached to undertake the Project Work. The Secretary to discuss this with him.

(xxvi) **Air Conditioning**
Awaiting the outcome of the application for funding. Expected in early December. Specifications, as requested by previous volunteer manager of air conditioning issues, not yet discussed with the potential provider.

(xxvii) **Casual Bridge Session**
Discussion re the implementation of this programme. Various conditions to be complied with. The Vice President will discuss implementation with the proposers.
Motion: That the Casual Bridges sessions as agreed will start on Friday December 1st.
Moved : David Sydes; **Seconded:** Marsha Knoll**; Carried**

(xxviii) **Christmas Party**
Progressing well. Currently 17 tables seating 8 people each. Music Quiz being devised by Ingrid Hartel. Prizes have been organized by Marsha Knoll.

(xxix) **Maiwar and Ryan Grant applications**
Unsuccessful.

44. Business arising from the Correspondence.

(xxvi) QBA Council Zoom Meeting Wednesday Nov 1st.
See Minutes on QBA website. Note QBA Disciplinary Procedures to go to Special General Meeting for approval, ABF online Strategy Report, GNOT 2024 0nwards, future venue for Gold Coast Congress sought.

(xxvii) QBA Zonal Meeting
Julie Jeffries retired. Jacqui Dudurovic elected as Brisbane Zone Secretary. GNOT – 4 teams qualified for the National Finals to be held at QCBC 1-4 December, 2024. Zone final to be held at QCBC 24-25 August. Interclub Teams Redlands 2024, BBC 2025. Toowong GNOT qualifying 29 May- June 1st. Next AGM 17th November 2024.

(xxviii) Member Complaint re political implications of items worn by other members and failure of the Committee to respond in a timely manner.
Discussion re delay of complaint being brought to the President's attention. Advice from QBA was that we cannot dictate what people can wear as a garment or adornment beyond our normal dress code. Committee agreed that a letter be sent to the Member Stating the above. President has already discussed the issue of

delay in response.

(xxix) **Replacement Tablecloths.**
Letter from Helen Hassell re need for new tablecloths in 2024.
Motion: That Committee to research replacement and Helen to be informed.
Moved: Sue English; **Seconded;** Margaret Prentice. **Carried.**

(xxx) Email problems
Discussions have been had with Peter Busch re problems with our current system. He has suggested using a new Server and a current domain which we are not currently using be set up as our email service.
Motion: That David Sydes approach a business suggested by Janet Lovell to establish a new email system.
Moved: Janet Lovell; **Seconded**: Jo Neary. Carried.

(xxxi) Request from Standby Coordinator
Voucher per Standby volunteer as Christmas gift. Refused.
Claim for Christmas Cards to be made.

Motion that the inward coming mail be received, and the outgoing mail be adopted.
Moved: Caroline Nelson; Seconded: Sue English; Carried.

45. Treasurer's Report:
Treasurer's report has been circulated electronically.
Financial position remains good.

Motion that the Report be accepted, and the purchases be ratified.
Moved: David Sydes; S**econded**: Marsha Knoll; **Carried.**

46. Membership Report
TBC has received applications for membership from Maggie Allan, Trisha Lee, Joseph Mathews, Mary Mathews, John Chacko, Jane Tilbury, Beth Peterson, and Jill Stevens. None of them has an ABF number yet. They will be joined up on 1/1/2024.

Motion that these new members be welcomed to the Club and that the Membership Report be accepted.
Moved: Margaret Prentice; **Seconded**: Sue English. **Carried.**

Motion: That Country membership Fees be increased in line with other fees to $45.
Moved: Margaret Prentice; **Seconded;** David Sydes**. Carried.**

47. General Business

(xx) **Christmas Raffle Offer**
Joyce Hook and her sister are providing two prizes for our Christmas Charity Raffle. They will be sold at 3 for $5 using Tyro to pay directly rather than using cash. Money raised from this will be directed to Orange Sky a charity which provides clothes washing for homeless people. Agreed by the Committee.

(xxi) Christmas Tree presents.
It was agreed by the Committee that the presents be given to the Women's Shelta. To discuss labelling, or otherwise, of gifts with Elaine Kelly and Kay Hurman.

(xxii) Volunteers for Kitchen Duty and Standby
Ingrid Hartel has volunteered to arrange a Kitchen Duty Roster.
Motion: that the Committee accept this offer.
Moved: Jo Neary**; Seconded;** Janet Lovell; **Carried.**

(xxiii) Coordinator for Asphalt Repairs and control of Parking Area
As Above.

(xxiv) **Signs designed to claim verandah Parking for TBC**
TSC has designed some signs to deter their members from parking in our verandah spaces especially on a Wednesday when we have evening sessions. To be referred to Outside Maintenance. Committee agreed.

48. Meeting closed 3:00pm

Next meeting December 11th at 1:30pm

TOOWONG BRIDGE CLUB INC.

Management Committee Meeting
9th October 2023
Minutes of Meeting

The meeting was opened by Janet Lovell at 1:35pm

49. Attendance/Apologies:

Attendance**: Caroline Nelson, Janet Lovell, Irene Komen and Marsha Knoll. Sue English, George Collings.**

Apologies: **Jo Neary, David Sydes, Margaret Prentice, Neil Strutton.**

50. Minutes of the previous meeting September 11th

Hard and electronic copies of the Minutes were provided to the Committee.

Motion that the Minutes are a true and accurate record of the July meeting.

Moved: Caroline Nelson; Seconded: George Collings; Carried.

51. Business arising from the minutes of the previous meeting:

(xxx) **BBC Structural Engineering Report and Repair Plan**

Contact re Plan expected this week.

(xxxi) **Evacuation Diagram**

Diagrams not yet printed.

(xxxii) Councilor Clare Jenkinson attended the meeting. Information was provided about the history and working of the Club and about the current work being undertaken by Council.

(xxxiii) **Air Conditioning**

Application for funding under the Lord Mayor's Fund submitted by David Sydes. Communication from Peter Noble urging that specific instructions be given to Sirius to ensure that the system will be fit for purpose attached as Appendix 1.

(xxxiv) **Casual Bridge Session**

Follow up meeting arranged with Sherrell Cardinal and Janice Little Tuesday 10th October.

(xxxv) **Interclub Teams**
Event cancelled because of congested calendar and likelihood of repairs to the Club commencing in the near future.

(xxxvi) **Christmas Party**
Registrations in the 90s. Attendees being given the opportunity to select table mates. Marsha Knoll to follow up.

52. Business arising from the Correspondence.

(xxxii) QBA Council Meeting to be held via Zoom Wednesday Nov 1st. Janet Lovell to be added to the Delegates.

(xxxiii) Information regarding coming events circulated.

(xxxiv) Office of Fair Trading communication re classification of association in relation to financial reporting thresholds circulated. Discussion re the need for an Internal Grievance Procedure. If there is not a specific procedure in the Constitution the process detailed in the model rules will apply. It was agreed that TBC will conform to theses model rules.

(xxxv) Grant opportunity from Maiwar to be followed up by Caroline Nelson.

(xxxvi) Request to use Club over the Australia Day weekend rejected.

(xxxvii) Invitation from Aveo. Discussion re document. Agreed to post notices re community activities. Caroline Nelson to follow up.

Motion that the inward coming mail be received, and the outgoing mail be adopted.
Moved: Caroline Nelson; Seconded: Irene Komen; Carried.

53. Treasurer's Report:
Treasurer's report has been circulated electronically.
Financial position remains good.

Motion that the Report be accepted, and the purchases be ratified.
Moved: Caroline Nelson; Seconded: Irene Komen; Carried.

54. Membership Report
TBC has received no applications for membership this month.

55. General Business

(xxv) Discussion re poor parking practices by members. Members to be reminded to

park properly by message in the Weekly Notes and Directors to remind members at playing sessions. Margaret Prentice and Jo Neary to follow up.

(xxvi) Discussion re 2024 Programme. Confirmation of same. Personal details of Members removed.

(xxvii) Discussion re minimum number of Tables before Congress will be cancelled. Agreed that at least 10 tables are necessary.

(xxviii) It was agreed that Covid signs could now be removed.

(xxix) Significant Dates which require Club to be fully functional- 14th April and 25th and 26th May and for Kenmore Congress.

(xxx) Christmas Party 2024 to be held on Nov 17th.

56. Meeting closed 3:10pm

Next meeting November 13th at 1:30pm

TOOWONG BRIDGE CLUB INC.

Management Committee Meeting
21st August 2023
Minutes of Meeting

The meeting was opened by Vice President Jo Neary at 1:30pm

57. Attendance/Apologies:
Attendance**: Jo Neary, Marsha Knoll, David Sydes, Janet Lovell, Caroline Nelson, Margaret Prentice, Sue English, George Collings.**
Apologies: **Neil Strutton, Irene Komen.**

58. Minutes of the previous meeting July 10th:
Hard and electronic copies of the Minutes were provided to the Committee.
Motion that the Minutes are a true and accurate record of the July meeting.
Moved: Caroline Nelson; Seconded: Janet Lovell; Carried.

59. Business arising from the minutes of the previous meeting:
(xxxvii) **BBC Structural Engineering Report and Repair Plan**
A report of the recent geotechnical investigation not yet available.
No further information available.

(xxxviii)
vacuation Diagram
Still waiting for the Evacuation Diagrams from Hendry.

(xxxix) **Alcohol Licensing**
Discussion of report received. No further action necessary.

60. Business arising from the Correspondence.

(xxxviii)
eedback from QLD Rail thanking us for our cooperation.

(xxxix) Flyers from several Clubs received and displayed.

(xl) River City License Agreement finalized and annual.

(xli) Clare Jenkinson to be invited to our September meeting.

(v) Request for use of Server, Bridgemates and cards turned down.

Motion that the inward coming mail be received, and the outgoing mail be adopted.
Moved: Caroline Nelson; Seconded: Sue English; Carried.

61. Treasurer's Report:

Treasurer's report has been circulated electronically.
We are in a good financial position.
It was agreed to close reverse account and to use Everyday Business account for all transactions.
Motion that the Report be accepted, and the purchases be ratified.
Moved: David Sydes; Seconded: Janet Lovell; Carried.

62. Membership Report

TBC has received applications for membership from
Jane Low, Susan Radford, Bin Tan and Anna Yang and Anne Hilder.
Motion that these new members be welcomed to the Club and that the Membership Report be accepted.
Moved: Margaret Prentice; Seconded: Marsha Knoll; Carried.

63. General Business

(i) **Calendar for 2024**
Finalised. Toowong Pairs and Teams event to revert to two pm sessions on Saturdays next year.

(ii) **Damage to the pavement near the steps**
There has been requests for a handrail to assist people at the bottom of the stairs. No action at present. Club repairs to be carried out as soon as Council provides the Plan for Scope of work and a schedule of work is negotiated.

(iii) **Air Conditioning**
Quotes for the replacement of the system have been requested from 2 companies. Technician has reduced the temperature to 22degrees.

(iv) **Christmas Party Date**
Date will be Sunday November 19th.

(v) **Table fees for Youth Players**
Discussion re what if any table fee should be charged. It is a matter for individual Clubs. Some do not charge a fee. Others it is 50%.
Motion: that if a player can prove that they are part of the ABF Youth Club then

their table fees will be 50%.
Moved: George Collings; Seconded: Marsha Knoll; Carried.

(vi**)** **Catering for Congresses**

Discussion re the cost effectiveness of catering. Parameters to be developed so that the Committee is satisfied that the Congresses do not make a loss. Treasurer to do a cost analysis. It is acknowledged that the catering by the sub-Committee is of a very high standard and is enhancing our reputation as a Club that looks after its members and visitors.

(vii) **Items no longer Required**

Sanitiser gel stored in the kitchen to be disposed of.
Bidding slips, no longer used, to be put out for people to take.
Radio/CD player to be donated.

(viii) **Fire Door**

The fire door is being obstructed. Members to be notified to keep it clear.

(ix) **Letter of Complaint**

An unpleasant incident occurred recently at a Bridge session involving Club members. After considerable discussion the following Motion was put.
Motion: That a letter be drafted to request information about the problems described and, with the approval of the Management Committee, be sent to the members involved.
Moved: David Sydes; Seconded: George Collings. Carried.

(x) **Charity Day**

Red points will be allocated.

(xi) **Outside Maintenance**

Tables outside are unstable. Larry Moses to work with a tradesman to fix the problem. Shade cloth needed to protect members from heat this summer. Janet Lovell to make enquiries re cloth.

(xii) **No Smoking Sign**

To be displayed in the outside table area.

64. Meeting closed 3:45pm

Next meeting September 11th at 1:30pm

TOOWONG BRIDGE CLUB INC.

Management Committee Meeting

10th July 2023

Minutes of Meeting

The meeting was opened by President Neil Strutton at 1:32pm

65. Attendance/Apologies:

Attendance**: Neil Strutton, Janet Lovell, Caroline Nelson, Margaret Prentice, Irene Komen, Sue English, George Collings.**

Apologies: **Marsha Knoll, David Sydes, Jo Neary.**

66. Minutes of the previous meeting June 12th:

Hard and electronic copies of the Minutes were provided to the Committee.
Motion that the Minutes are a true and accurate record of the June meeting.
Moved: Janet Lovell; Seconded: Margaret Prentice; Carried.

67. Business arising from the minutes of the previous meeting:

(xl) **BBC Structural Engineering Report and Repair Plan**
No further contact.

(xli) **Evacuation Diagram**
Still waiting for the Evacuation Diagrams from Hendry.

(xlii) **Asphalt Repair Quote**
No response from contractor.

(xliii) **Paper Towel Racks.**
Cleaning contractor has agreed to source and install. Margaret Prentice to follow up.

(v) **Bridgemate Problems**
Meeting of Scorers scheduled for Wednesday12th June.

(vi) **Slow closing of Front Door.**
Company contacted and Margaret Prentice was advised to reset the controls which can be accessed at the bottom of the keypad. Working smoothly now.

68. Business arising from the Correspondence.

(xlii) Julie Jeffries notified the QLD Teams competing in GNOT.

(xliii) Flyers from several Clubs received and displayed.

(xliv) Quote for kitchen cleaning received and accepted. Margaret Prentice and Pam Tranberg will supervise on Tuesday 18th July beginning at 12md.

(v) Hendry request for information re toilet facilities available so Council can determine If we meet regulations. Covering note sent explaining the numbers usually present at sessions.

(vi) Invitation to meet with new Paddington Ward Councillor Ms Clare Jenkinson. Invitation to meet the Committee at the August meeting to be issued.

(vii) Incident at Club last Saturday during pm play.
Unknown person entered the Club and used toilet facilities. On other occasions Members of the Public have requested use of the toilet facilities. It was agreed that
(a) the front door would not be locked at each session
(b) we would discourage access to the facilities
(c) refer people to the Public Toilets at Frew Park.

Motion that the inward coming mail be received, and the outgoing mail be adopted.
Moved: Irene Komen; Seconded: Sue English; Carried.

69. Treasurer's Report:
Treasurer's report has been circulated electronically.
We are in a good financial position.
Motion that the Report be accepted, and the purchases be ratified.
Moved: Janet Lovell; Seconded: George Collings; Carried.

70. Membership Report
TBC has received applications for membership from
Kelly Hill, Claire Neale, Robyn Cameron, Julie and Gerry Collins, Peter Gray, Jenny Howse, Maureene Swenson, Kim Murdoch, Vicki Bright, Margaret Slack, Debbie Donato, Neil Thorpe, Clare Drew, Robyn White, Margaret and Ian Sapwell

Motion that these new members be welcomed to the Club and that the Membership Report be accepted.
Moved: Margaret Prentice; Seconded: Janet Lovell; Carried.

71. General Business

(i) **Calendar for 2024**

Specific Dates for Toowong events proposed by Irene Komen and Sue Eix. Most were approved. Further discussion re the dates for the Grace McDonald needed. Trying to optimise the numbers of members able to attend.

(ii) **Membership Fees for 2024**

ABF and QBA fees are increasing next year. Local Club fees are not changing. How ever to cover some of the increase Membership fees will increase to $60 next year. This will be explained in the Weekly Newsletter.

(iii) **Request for Industrial Dishwasher**

Problems with fitting dishwasher in and the length of time taken to wash raised. Presently we are waiting on a work plan for attending to structural problems.

(iv) **Alcohol Use Licensing**

Information received from QBA re licensing requirements should alcohol be served by the Club after an event. For further advice

(v) **Waste Container for the Photocopier.**

Has been replaced. New one to be ordered. Follow up Caroline Nelson.

72. Meeting closed 2:59pm

Next meeting 14th August at 1:30pm

TOOWONG BRIDGE CLUB INC.

Management Committee Meeting

12th June 2023

Minutes of Meeting

The meeting was opened by President Neil Strutton at 1:30 pm

73. Attendance/Apologies:

Attendance**: Neil Strutton, Janet Lovell, Caroline Nelson, Margaret Prentice, Irene Komen, David Sydes, Jo Neary, Sue English, George Collings.**

Apologies: **Marsha Knoll.**

74. Minutes of the previous meeting May 10th:

Hard and electronic copies of the Minutes were provided to the Committee.
Motion that the Minutes are a true and accurate record of the May meeting.
Moved: Janet Lovell; Seconded: Sue English; Carried.

75. Business arising from the minutes of the previous meeting:

(xliv) **BBC Structural Engineering Report and Repair Plan**
Inspection by Structural Engineers and Council. Planned work will not begin for some months. Further discussion re the impact of this work to take place.

(xlv) **Evacuation Diagram**
Still waiting for the Evacuation Diagrams from Hendry.

(xlvi) **Purchase of TVS**
TVs installed and programmed. Members seem to appreciate them. Thanks to Janet Lovell, Jo Neary and Irene Komen.

(xlvii) **Rerouting of emails.**
Janet Lovell looked into this. Maybe a software updating problem.

76. Business arising from the Correspondence.

(xlv) QBA correspondence, -ABF Notice re VCC and APBF, GNOT registered teams, Gold Coast Programme changes, ABF capitation increase.

(xlvi) Flyers from several Clubs displayed.

(xlvii) Email of thanks from Women's House Shelta.

(v) BCC inspection of the emergency lighting.

(vi) Apologies and proxy votes for AGM.

(vii) Email from John Gralton suggesting changes for tea serving. For follow up.

(viii) Notification of Volunteer Grant of $1000 from Federal Government.

Motion that the inward coming mail be received, and the outgoing mail be adopted.
Moved: Caroline Nelson; Seconded: Jo Neary. Carried

77. Treasurer's Report:
Treasurer's report has been circulated electronically.
We are in a good financial position.
Motion that the Report be accepted, and the purchases be ratified.
Moved: David Sydes; Seconded: Irene Komen. Carried.

78. Membership Report:

TBC has received applications for membership from Peter Lyons, Karen Nicholson and Lorraine Pescatore.
Motion that these new members be welcomed to the Club and that the Membership Report be accepted.
Moved: Margaret Prentice; Seconded: Sue English. Carried.

79. General Business

(i) 2023/2034 Management Committee welcomed and departing member Kay Blackford thanked for her contribution and for continuing with Standby Roster.

(ii) **Use of TVS.**
Jo Neary and Irene Komen have used the TVS for timing and notices. It is expected that there will be greater utilization as more people are aware of how to use them.

Discussion over options. To discuss with Head Scorer.

(iii) **Discussion re the ABF River City Gold Point Congress**
This was a very successful event despite personnel complications due to Illnesses. Substitutes filled in very successfully and the catering and support staff provided wonderful food, beautiful decorations, and excellent service. Congratulations to all concerned.

(i) **Quotes for asphalt and kerbing repair.**
Still waiting for same. Blacktop Asphalt has been asked to provide a quote.

(ii) **CLIP**
Community Leasing Information Portal has been accessed by David Sydes. It is a means of providing a physical record of the transactions that are normally carried out.

(vii) **New Beginners Lessons.**
Sue Eix is planning to hold both day and evening classes beginning August 23 and finishing on October 11. Approved.
Discussion about attracting more members using media, local government and community newsletters. George Collings to discuss with Sue Eix.

(viii) **Paper towel holder** in ladies' toilet needs replacing. Jo Neary to follow up.

(ix**)** **Bridgemate Problems**
Recent difficulties with Bridgemate appear to be related to the hardware not being properly connected. Travellers are useful as a temporary measure but members no longer know how to fill them out.
There seems to be a lot of disconnected wires. Is this a task for the Tech Committee? Follow up with Terry Higgs? It is disappointing if people can't get their results but it is too much to expect the bridgemate operator to enter it all.

(x) Toilet Brushes to be replaced in Ladies Toilets. Margaret Prentice to speak to the Cleaner.

(xi) Front Door slow to open and close at times.
Margaret Prentice to investigate.

80. Meeting closed 3:00pm

Next meeting 10th July at 1:30pm