



## Management Committee Meeting June 17th 2024 Minutes of Meeting

The meeting was opened by Caroline Nelson at 1:30pm

### 1. Attendance/Apologies:

**Attendance:** Caroline Nelson, David Sydes, Judy Vann, Irene Komen, Sue English, Janet Lovell,

**Apologies:** Neil Strutton, Jo Neary, Margaret Prentice, Sherrell Cardinal

### 2. Minutes of the previous meeting May 13<sup>th</sup> 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 May meeting.

**Moved:** Irene Komen; **Seconded:** Janet Lovell; **Carried.**

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

#### (i) Repair Plan

- 3 days closure will be sufficient – from Tuesday 18<sup>th</sup> to Thursday 20<sup>th</sup> June.
- Concern raised re safety of computers during this period, given internal access will be granted to workmen during this period.
- Repairs to pathway leading to stairs are not straightforward. Discussion with BCC required.
- BCC have engaged an electrician to install Emergency lighting. Electricity to be turned off for a brief period.

#### (ii) Casual Bridge Session

- Sessions are going well

*Action: Sherrell Cardinal will keep QBA informed*

#### (iii) My ABF

- 3 sessions have been activated using this system. Proceeding well.
- A couple of members raised concerns about the safety of Credit Card details being stored if an auto-payment is set up. These members can top up their account manually.
- Will be introduced to other sessions during the coming months.
- Members have been emailed encouraging them to set up MyABF.

- David Sydes advised the ABF reporting feature is good.

(iv) **Defibrillator training**

- Caroline Nelson has not yet followed up with Raelene Clark and other FAME members.

(v) **Air conditioning upgrade**

- Air conditioning installation has been completed.
- One minor issue requiring a cable to be upgraded, at additional cost.
- A plaque will be mounted announcing the upgrade was made possible because of a grant

*Action: David Sydes will arrange for air conditioner in back room to be serviced.*

(vi) **Solar panels**

- We appear to be gaining little financial benefit to date.
- Margaret Prentice engaged an electrician to investigate.
- David Sydes will resume responsibility for this project.

#### 4. Business arising from the Correspondence.

(i) **Information from Kim Ellaway**

- Flyer re Zephyr charity received.
- 2025 Calendar is ready.
- QBA has appointed Eve Sirigos as their Novice coordinator. She will liaise with TBC on matters of interest to novice players.

(ii) **Invitation to Libby Watson Brown**

- Originally intended for June.
- Delay until July.

*Action: Caroline Nelson*

(iii) **Letter re: morning tea on Wednesday**

- The committee agreed a morning tea break during this session is at the discretion of the session director.
- Session directors have asked players numerous times in the past for a show of hands by those in favour of a break. Fewer than 50% of players supported the idea.
- The member who raised the issue will be encouraged to talk directly to the session director.

(iv) **Letter from Wards**

- The Wards congratulated TBC on a very successful River City Gold Congress.

(iv) **Andy Hung workshop**

- Members have been advised in the weekly email.
- Information is on our website, and the club noticeboard.
- A sign up sheet has been placed on the table near the entry.

**(vi) Valuation of lost/found rings**

- Sue English approached a jeweller who has agreed to reset the diamonds into stud earrings covered by the cost of the gold.
- Agreed to proceed and raffle them prior to Christmas.

*Action: Sue English to arrange.*

**Motion** that the inward coming mail be received, and the outgoing mail be adopted.

**Moved:** Sue English; **Seconded:** Irene Komen; **Carried.**

**5. Treasurer's Report:**

Treasurer's report has been circulated electronically.

In a good financial position.

**Motion** that the Report be accepted, and the purchases be ratified.

**Moved:** Sue English; **Seconded:** Janet Lovell; **Carried.**

**6. Membership Update**

TBC has received applications for membership from Mackenzie Clugston, Vicki Moore, Bev Reeves, Helen Cavill, Robert Olander, Jo Glasson, Donna Hipgrave and Julie Burkett.

**Motion** that these new members be welcomed to the Club and that the Membership Report be accepted.

**Moved:** Janet Lovell; **Seconded:** Caroline Nelson; **Carried.**

**7. General Business**

**(i) Key Management**

- Spare keys to be checked.
- One of each key to be located inside an overhead cupboard door, with a list of their purpose.

*Action: Caroline Nelson and Judy Vann*

**(ii) Roof Repair follow up**

- In the structural engineer's report commissioned by BCC relating to the current building works being undertaken, issues with the roof were identified and recommendations made for rectification.
- These were not able to be carried out within the time period of that grant.
- Investigation into suitable contractors, and quotes to be sought.
- Additional funding to be applied for to cover the cost.

*Action: Committee to follow up*

**(iii) Repair ceiling around air-con in back room**

- Falls under the role of "internal" maintenance

**(iv) Problem with C4 Bridgemate**

- Suggestion to swap with C12 which is rarely used.

- It did not present a problem when used during the congress.

*Action: Caroline Nelson to follow up with Raelene*

**(v) Repair tap in sink near the spare fridge**

- Plumber to repair

*Action: Caroline Nelson*

**8. Other Business**

**(i) Zoom meeting on 16<sup>th</sup> June with Kim Ellaway attended by Caroline Nelson & Janet Lovell**

- Public Liability Insurance for external Congress directors may be an issue.
- David Sydes believes ABF provide cover for affiliated clubs.
- Our Constitution needs updating

*Action: Caroline Nelson & Janet Lovell to update Constitution*

**(ii) Future works**

- New roof and guttering. Discussed. Refer to **7. (ii)**.
- Usefulness of solar panels.
- Refurbish Ladies and Gents bathrooms. Design advice to be sought.
- Aim to have both these works done at the same time to minimize disruption & club closure.
- Grants to be applied for to fund costs.

**9. Meeting closed at 3:00 pm**

**Next meeting 8 July at 1:30pm**