

ARANA CONTRACT BRIDGE CLUB INC
COMMITTEE MEETING FRIDAY 13 MARCH 2020
8.30 AM AT THE CLUBHOUSE, FERNY GROVE PARKLANDS

MINUTES

- 1. OPENING:** 8:35 am
- 2. ATTENDANCE**
 - 2.1. APOLOGIES:** Robert Van Beest.
 - 2.2. RESIGNATION:** Michael Le Voi advised the Secretary of his resignation. His resignation was accepted 9 March 2020.
 - 2.3. PRESENT:** Chair Alan Norman, Trish Lye, Sue Norton, Jim Webster, Norma Hansen, Phil Chappel, Marianne McPherson, Helen McLauchlan, Kathleen Le Voi, Liane Morris.
- 3. WELCOME TO NEW COMMITTEE**
 - 3.1.** Alan outlined various responsibilities of committee members and requested volunteers for Congress Convener in June and Co-ordinator of Dealers.
 - 3.2.** Helen McLauchlan volunteered herself and Richard McLauchlan for Congress Convener.
 - 3.3.** Bruce Hansen volunteered to be Co-ordinator of Dealers.
 - 3.4.** Time and dates of 2020 meetings. The committee discussed the impact of the coronavirus pandemic and decided to keep the 8.30 start for Friday 17th April. The trial of the new times for this session is to be postponed to later in the year. Secretary to notify all club members by email of the decision. Website to show session back to regular time.
- 4. MINUTES OF MEETING:** 11 January 2020 as posted on Notice Board and Website be accepted, moved Trish Lye, seconded Liane Morris. **Carried**
- 5. MINUTES OF AGM:** 11 February 2020 as posted on Notice Board and Website be accepted, moved Trish Lye, seconded Kathleen Le Voi. **Carried**
- 6. BUSINESS ARISING FROM MINUTES**
 - 6.1. Keperra Parklands** – The Council has advised that preparation work on the back carpark should be done by end of March. Final work should be completed in the first week of April (depending on weather). The ramp to the back door is being designed. Alan Norman will continue to advocate for more disabled spaces.
 - 6.2. Council Lease** – Expires 2022. Robert Van Beest to commence renewal negotiations with Council.
 - 6.3. External Upgrade of Building** – All cracked sheets have been replaced. Painting and awning over door ongoing.
 - 6.4. Use of clubhouse for Teacher Training** – Joan Butts conducted a session on Sunday 1 March. Thanks to Mike and Kathleen Le Voi for organising.

6.5. Novice and Intermediate lessons in 2020 by Mike & Kathleen Le Voi – Novice lessons have been conducted with 11 attendees. Intermediate lessons will commence this month.

6.6. February Congress – Full table numbers and a success for the club, thanks to Alan Norman, Marcia and Warren Applegate and all helpers.

6.7. AGM 11/2/2020

6.7.1. Number of committee members was questioned. (see general business).

6.7.2. Resulting from a survey of club members, Friday session was to become a regular morning session as from 17 April for a trial of 2 months. **Now postponed due to coronavirus**

6.8. Bushfire Appeal – Good support from club members resulted in a contribution from the Club of \$1000.

7. CORRESPONDENCE

7.1. Inwards

7.1.1. Office of Fair Trading annual renewal.

7.1.2. Brisbane City Council annual census.

7.1.3. Peter Rhind requesting that on Thursday, the free game should go to the highest placed novices. **Deferred to next meeting**

7.2. Outwards

7.2.1. Office of Fair Trading annual renewal with all required documents completed 4/3/2020.

7.2.2. Brisbane City Council annual census with all required documents completed 4/3/20.

7.2.3. Letter of thanks to Olivia Jackson for service on Committee.

7.2.4. Letter of thanks to Marcia and Warren Applegate for service at February Congress.

8. TREASURER'S REPORT

8.1. Reports – The treasurer reported bank balances and payment reports had been distributed before the meeting. Motion – that reports be accepted, and payments ratified, moved Sue Norton, seconded Phil Chappel. **Carried**

8.2. Bank Signatories – On the treasurer's suggestion, current bank signatories, Sue Norton, Alan Norman, Robert Van Beest and Liane Morris will remain.

8.3. Bank Fees – Bank of Queensland had advised that fees would now be charged on our operating account. On production of documentation proving that the club is a Not for Profit Association, fees will not be charged.

8.4. MYOB – There has been a problem with MYOB on the treasurer's home computer because it was blocked by the Administrator, and the office computer is not up to date. Treasurer will organise a sub-committee of herself, Trish Lye, Robert Van Beest, Bruce Hansen and Michael Le Voi to sort out this matter.

8.5. Depreciation/Asset Register – Policy is needed. **Deferred to next meeting**

9. **NEW MEMBERS:** Sandi Pirozzo, Patricia Dononvan, Norah Weatherby, Lynette Fryer, Carmel Dwan, Dawn Carroll, Maureen Balfour, Diana Attwood. Motion that all be accepted, moved Alan Norman, seconded Liane Morris. **Carried**

10. GENERAL BUSINESS

- 10.1. **Teams Partner Search** – Mike Le Voi submitted a proposal that the club needs a Teams partner search contact. Often a pair would like to be in a team but do not know how to organise it. Dawn Benes has offered to be a Teams Partner search contact.
- 10.2. **Subscription to Joan Butts Lessons** – Mike & Kathleen Le Voi requested that the club obtain a subscription to the Joan Butts lessons site. Club teachers would be able to access up to 69 lessons and provide attendees with Joan Butts handouts. The Committee advised Kathleen to take out the subscription at \$50 a month, only for the months when teaching. Charges would need to be made for lessons to recoup the subscription. Kathleen is to advise other teachers when the site is available.
- 10.3. **Proposals to limit Numbers on Committee etc.**
- 10.3.1. Owen Marks submitted a proposal to introduce bylaws.
- 10.3.2. Kathleen Le Voi submitted a proposal to amend the constitution.
- 10.3.3. Marianne McPherson submitted a proposal to introduce by-laws and also new playing sessions.
- Item 10.3 **Deferred to next meeting**
- 10.4. **Coronavirus** – The Secretary is to send an email to all members advising of coronavirus actions and that GNOTs and Friday Trial are postponed. The Secretary is to be the contact should a member test positive or have been in contact with a person who tests positive.

11. **NEXT MEETING:** 8:30 am Friday 17 April 2020

12. **CLOSE:** 9:35 am