

# Welwyn Garden City Bridge Club

## Minutes of meeting with GLL on 17 May 2018

Present:	Craig Woodward, Jeff Green, Sheila Gabriel, Janet Wren
Apologies:	

1. Car parking	Concern that giving the club access to the portal breaches GDPR. Reception and Supervisors will in the future be able to add number plates on the day. Issues with fines linked with system having difficulty differentiating between zeroes and the letter O.
2. Decorating clubroom	Planning to proceed in early August over about 5 nights.
3. Trackside bar	Key given to the bridge club to allow access. GLL have a booking system in place run by Sarah Awcock. The club interested in using the room for lessons on a Tuesday afternoon and evening, Thursday evening and Wednesday evenings for bridge. Jeff to contact Sarah Awcock regarding bookings. Craig to arrange for light bulbs to be replaced as necessary and to investigate the power – a fuse may have tripped. Old furniture is slowly being disposed. There are not any plans in place to replace the carpet, Craig to investigate replacing the threadbare patches, bridge club to investigate having the carpet cleaned and freshening up the paintwork. The heating control for the Trackside Bar is on the other side of GSP. If the heating is required, we should ask the Duty Manager or Supervisor to turn this on in advance. GLL are currently reviewing the programme for Children and may discontinue this.
4. Cleaning contract	New cleaners have been employed to begin in June. Supervisors role includes overseeing the quality of cleaning
5. Toilets	Craig to arrange for hand drier to work and again the fuse may have tripped. The plan is to refurbish the toilets as a matter of urgency. Jeff to put forward a proposal to Craig. Craig to check lights in other toilets at the end of the corridor upstairs.
6. Behaviour incident	Another issue, within the bridge room this time, Jeff wrote a warning letter
7. Marketing	Emma now leading on marketing, the club will liaise with Emma. Possibility of running a demo table at GLL's other local venues recently acquired, was discussed. It was agreed to share slides to run at bridge sessions and at GLL
8. External lighting	Craig to chase the additional light outside the building. Craig has previously given instructions to his electrician to install this.
9. GLL staff	Vishal appointed as General Manager Jasmine appointed as Operations Manager Emma appointed as Products and Marketing lead 3 deputy managers and 2 new supervisors appointed Currently recruiting reception staff Sports Hall office has been relocated to the main building as part of GLL's consolidation.
10. Next meeting	Thursday 19 July @ 4:00pm We agreed to arrange a get together with the GLL staff above before our July meeting if possible.
11. AOB	Jeff requested invoices to be submitted for parking and rent in future. Craig is checking the Bank Account being used for receipts of these monies. The club is planning to install CCTV in the foyer, Craig approved this and will discuss with Vishal who is looking to upgrade GLL CCTV to see if this can be linked. Craig has agreed to install additional sockets in the bridge room, Craig to progress this with the electricians. Air conditioning in club room does not appear to work and cannot be repaired. New units are needed, Craig to get a quote for 2 units and discuss with Jeff.

	<p>The club would like to put up a display unit by the windows, Craig approved this subject to the walls being able to take the weight of the display unit. Further investigation is required.</p> <p>There had been a leak in the annex, this has been solved.</p> <p>Craig to arrange for the knives to be removed from the kitchen and for the code to be changed to the door.</p> <p>Open bin bags are still an issue.</p>
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Janet Wren  
May 2018