

**COMMITTEE MEETING MINUTES OF THE INVERCARGILL  
CONTRACT BRIDGE CLUB**

Held in the clubrooms, 50 Elles Rd, Invercargill at 7.00pm on  
Wednesday 15th August 2018

**PRESENT:** Annie Somerville, Judith Lawton, Sherry Elton, Jan Brown, Lindsay Glover,  
Yvonne Hughes, Claire Graham, Lee Davies, Colin Thomas, Angus McKay

**APOLOGIES:** Christine Dallas, Julie McDonald, Harry Shepherd

**Moved:** That apologies be accepted.  
Lee/Jan Carried

**MINUTES:**

The minutes of the previous meeting were circulated.

**Moved:** That minutes of the committee meeting held 25<sup>th</sup> July 2018, be confirmed as true and correct.

Lindsay/Jan Carried

**MATTERS ARISING:**

**CORRESPONDENCE:**

**Inwards:**

- Letter from Community Trust of Southland re receipt of application for funding
- Jane Stearns – RBM programme
- Pianola trial ends – see match report
- Quote for tablecloths from All Lay carpets

**Outwards:**

- Community Trust of Southland - Grant application for kitchen funding
- Application to ILT re kitchen funding
- Letter of thanks and invoice to Avenal Park Funeral Home
- Email to Alister Stuck with copy of recent regional committee meeting minutes 07/07/18
- Letter to Frances Sheehan re request for SI pairs 2020

**Moved:** Inwards correspondence and outwards correspondence be approved.  
Sherry/Angus Carried

**FINANCIAL STATEMENT:**

A financial report for the period ended 31<sup>st</sup> July 2018 was tabled for the meeting.

Added: \$5,238.25 for plumbing repairs.

Added: \$1669.8 for replacement of linings following plumbing repairs.

Moved: That the be lining repairs be actioned

Jan/Claire Carried

**Moved:** That accounts of \$13,164.60 as presented be approved for payment, and the financial report adopted.

Jan/Lindsay Carried

**SUB-COMMITTEE REPORTS**

**Property:**

- Improving the ceiling insulation was discussed.  
It was decided that a quote would be requested for reinstating batts and if necessary increasing the thickness overall to bring the insulation up to standard. It would save money on heating in the long term.

**House:**

- Wallpaper repair in office – agreed to patch the repaired section of wall with spare wallpaper with the water damage in the office to be repaired first.
- A second quote be obtained for tablecloths
- Request from Merrill Leith, cleaner, to hire room for mother's 90<sup>th</sup> birthday party. This was agreed to be charged at members' rates.

**Match:**

- Now that the Pianola free trail has ended, it was decided that Pianola and Pianola plus will be paid for, to continue for 12 months.
- The learners will start coming through next week
- The first series in the New Year will be refresher classes.

A copy of the full match committee report as read out by Jan is attached to the original minutes

Action	Responsible	Update
Learner retention	Annie	Ongoing
TAB funding	Annie	Apply tablecloths
Kitchen funding ILT	Annie	Awaiting response
Kitchen funding CToS	Sherry	Awaiting response
Induction package new committee members	Sherry	Expectations and constitution to progress
Suggestion box	Judith	To fit lock
S I pairs hosting 2020	Annie	Awaiting response
Wallpaper repair	To patch	To repair leak in office first
Tablecloths	Judith	Get second quote

**GENERAL BUSINESS:**

Meeting next month agreed to be on 12<sup>th</sup> September, as both Judith and Annie will be away on the 19<sup>th</sup>

Remits including revision of constitution to bring it up to date to be ready to be advised before the AGM on 7<sup>th</sup> November

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Meeting closed at: 8.24pm                      Next Meeting: September 12<sup>th</sup> 2018

SIGNED AS A TRUE AND CORRECT RECORD

Signature: \_\_\_\_\_ DATE: \_\_\_\_\_