

Invercargill Contract Bridge Club Committee

Sue Scott, Bev Flint, Janice Hodson, Barbara Martin, Lindsay Glover,
Greg Buzzard, Karen Palmer-Hall, Lee Davies,
Jane Carroll, Megan Dowd, Jan Brown, Cheryl Foley, Anne Somerville, Judith Lawton

Committee meeting of the Invercargill Contract Bridge Club held Wednesday 13th January 2021, 7.00pm.

Minutes

PRESENT: Sue Scott, Janice Hodson, Barbara Martin, Lindsay Glover,
Greg Buzzard, Karen Palmer-Hall,
Jane Carroll, Megan Dowd, Jan Brown, Cheryl Foley, Anne Somerville, Judith Lawton

APOLOGIES: Bev Flint , Lee Davies, Anne Somerville. [Apologies accepted](#) – [Moved: Karen](#) [Seconded: Greg](#). [Carried.](#)

MINUTES:

Confirmation of Minutes of committee meeting 18th November 2020.

[Moved: Jane](#) [Seconded: Lindsay](#) [Carried.](#)

Confirmation of Minutes of committee meeting 2nd December 2020.

[Moved: Lindsay](#) [Seconded: Barbara](#) [Carried.](#)

MATTERS ARISING

2/12/2020 Minutes #4 the Mover and Seconder was missed – this was rectified and [Moved: Sue](#)
[Seconded: Karen](#). [Carried.](#)

2/12/2020 Minutes #4 – Reminder that if you are the partner of a person that hasn't moved to the Silver grade – you also won't be entitled to win a series or a trophy either.

(this sentence was amended as per the minutes of the meeting 17/2/2021 to include the word series)

[Cheryl to check that she has Megans email correct in her mailout list.](#)

CORRESPONDENCE: To be dealt with as read. (Cheryl to send out an updated Correspondence list)

INWARDS:

Resignation – Ray Alcock

ICC – Building WOF to be returned with Details updated (also in Property report)

OUTWARDS:

That the Inward Correspondence be accepted and the Outward Correspondence be approved.

[Moved:](#) [Seconded:](#) [Carried.](#)

[This will be approved on receipt of list from Cheryl](#) – Please see attached list

FINANCIAL STATEMENT: That accounts of \$ 2579.65 be paid. [\(See attached from Anne\)](#)

The December accounts were ratified via email during the month.

Moved: Greg

Seconded: Judith

Carried.

MATTERS ARISING:

From 18 November 2020 Meeting – blue notes are what was discussed in January 2021

Action Point	Who is doing	Actioned Y or No	Comment
Suggestion that agenda has a footer with a Page Number and a file Path	Cheryl	Y	But no file path as personal computer
Freemasons solar panels – Freemasons and Jane to present some info	Property		This was parked
Cradle Raffle – Judith will sort, and fill up with toys etc	Judith	Y	2 raffles are being sold now
Constitution to be discussed with regards to making changes		Y	Forming a sub-committee that will report back findings to the committee – Fergus, Lindsay, Judith and Sue
Call Computer Foods to discuss new printer/vs toner	Jane		Karen to contact Ricoh. Judith will talk to Masons to see if they have a copier. Jane will investigate a Printer/scanner that may be available. Also to get a quote on a colour laser printer.
Bob Ferns – Compass – We should be looking to see if we should be making a contribution to Bob. Not being charged by Compass. Also looking at new handhelds.			This has been added to General Business
Xmas bonus Cleaner/ Gardener - \$50 voucher each	Bev	Y	Both have thanked the committee. Sue and Judith were to check that skip key works.
Annual Accounts to file	Anne	Y	Sue has done
Ratification of AGM Minutes	Committee		This has been added to General Business
Email addresses for Learners – CF has these and will send a copy to Anne and then give them to Yvonne	Cheryl		Check that Anne has a copy of the forms. CF
iBank to be set up		Y	Done (2 signatures)
December accounts are to be paid on time, but ratified in January 2021		Y	
Data Management Privacy Act – Policy to be presented	Jan & Jane		This has been added to General Business
Dealing Machine to go away for maintenance	Jan	y	
Trophy List arranged	Lee and Karen	Y	
Colour Printer options	Cheryl		Discussed above

SUB-COMMITTEES REPORTS - Including ongoing matters:

Bar - Action from November is Alarm codes (One code for Masons and one for Bridge) – Now move this action point from Bar to Property. Judith has organised alarm codes.

Property - Action from November is Quote for a 2nd door, and change of door locks. Door locks changed 21/1/2021.

House - Action from November is OfficeMax Coffee Prices to be checked

Match - Action from November is

1. apply for Avenal Park Swiss Pairs to be an 8b Tournament. Done
There are 46 pairs registered. Make sure pencils are sharpened. Judith is sorting catering. Everyone to help out at end of day.
2. Look at the Teams Format. Done
3. Change 2 of the Open Nights to Individual Events. Done

Masonic Lodge (IMHBCT) Sub-Committee: Action from November is the joint Open Day. 31/1/2021
Photo to be taken for the Express for the ad for the Open Day.
Karen is arranging people to play.
Sue & Judith will be around to help.

Membership/Club Promotion: Action from November

1. SGHS Lunchtime Club – Judith will catch up on this
2. Facebook Page – Jane has messaged the Facebook Page but no reply. It will be good to get up and running.

Computer: Action from November - Bridget and Cheryl to learn. Jane and Judith will teach us on any pair nights that they are directing.

Health and Safety: Judith has set up room for tournament making sure no one will trip.

GENERAL BUSINESS:

Computer security – Computer needs to be locked up.

Privacy Policy was tabled – Discussed that it just needs some notes on Social Media guidelines. (Cheryl will send an example to Jane). This was Moved: Greg Seconded: Karen.

ILT Tournament Applications – Cheryl and Sue to do the 2 applications. Asking for \$500 for the 11/4/2021 tournament and \$1,000 for the Murihiku Tournament 1/5/2021.

Moved: Jan. Second: Janice. CARRIED.

O/S Swiss Pairs – previously discussed.

Someone paid directly to Invercargill bridge for the Swiss Pairs. Judith will talk to Anne about this.

O/S Regional committee – Judith and Yvonne are both on the Otago/ Southland Bridge Committee.

Congratulations to both of them.

Prize Giving review – The timing of the breakup was discussed. Trophy night will be 9th December 2021, followed by Holiday Bridge. Have random prizes through night and make it a fun evening.

AGM Minutes interim approval Moved: Karen Second: Meghan. CARRIED.

Door Locks (as per Dec meeting the Masons are happy to change the locks)

Upcoming tournaments – Charity Tournament 13/2/2021 – Send out emails. Need donations from whole club. The committee runs this – remember to bring a savoury dish.

Martin & Lobb Tournament 20/2/2021 – They are happy to sponsor \$200 inclusive. Sue will talk to the office

manager.

6/3/2021 – Regal Floors tournament.

Freemasons - Open Day

Learners classes 2021 – Starting 16/2/2021 – also need helpers.

Discussion of Constitution – above in action points

Bob Ferns – Compass – This is to be put back to Geoff

Cashless system – discuss at next meeting

December accounts are to be paid on time, but ratified in January 2021

Data Management Privacy Act

Passing of Fleming Jensen – we will send a card once we see the funeral notice

Subsidies from Interprovincial – Greg discussed that Jan White hadn't received one – Anne to Action.

Catering as per Yvonne's email – We will continue with Inner Wheel, with the agreed dates and other dates will be BYO. \$30 catered \$20 BYO.

Deleting of Contacts in the Database – Jane will talk to Yvonne.

Sue is away March Committee Meeting 17/3/2021 – Greg will take the meeting.

Meeting concluded at 8.55 p.m.

Next meeting 17 February 2021

SIGNED AS A TRUE AND CORRECT RECORD

Signature :



Invercargill Bridge Club President

Date:

18-2-21

Correspondence list that should have been attached to the January 2021 Minutes

Inwards Correspondence To be dealt with as read.

22/12/2020 – Accounts to pay December

Outwards Correspondence

12/12/2020 – Email from Sue re 2020 Trophy Winners

6/12/2020 NZB - Review & Recommendation- Restricted Open Events 2020 & Beyond

14/1/2021 - Invercargill Bridge Club Newsletter January 2021

15/1/2021 - Tournament Details Change Request Form (2).doc