

Committee meeting of the Invercargill Contract Bridge Club held Wednesday 21st July 2021, 7.00pm.

MINUTES

Present

Cheryl Foley, Judith Lawton, Sue Scott, Bev Flint, Janice Hodson, Lee Davies, Jane Carroll, Lindsay Glover, Greg Buzzard, Barbara Martin

APOLOGIES:

Anne Somerville, Karen Palmer-Hall, Megan Dowd, Jan Brown

Apologies Accepted Moved: Lee Seconded: Judith

MINUTES:

Confirmation of Minutes of committee meeting 16th June 2021 – *Secretary had not sent out the update June Minutes – these will need confirmed at the August meeting*

Moved: Seconded:

CORRESPONDENCE: To be dealt with as read. ** = put into General business

INWARDS:

1. 3/7/2021 Yvonne's Newsletter
2. Notice re Gore Charity Tournament 14/8/2021 1.30pm for Southland Charity Hospital
3. 10/7/2021 Bridge Film Dirty Tricks discount code
4. 12/7/2021 NZ Bridge AMG- Prelim Notice of Meeting
5. 13/7/2021 NZ Bridge Board meeting and National Congress minutes
6. 14/7/2021 Lumley Commercial Cooking Endorsement
7. 15/7/2021 Invercargill Junior Pairs tournament 21/8/2021
8. 14/7/2021 ILT Community Funding
9. 2021 NSCS AND FEEDBACK ON INCORPORATED SOCIETIES ACT REFORM
10. 14/7/2021 Email re Chris Wood Membership – *Form is on the Board in the foyer*
11. 19/7/2021 Email from Judith to ICC re drainage problems in the carpark
12. 20/7/2021 NZ Bridge Latest newsletter
13. 20/7/2021 – Dated 15/6/2021 ICC Renewal of Lease 50 Ellis Road (and subsequent emails)

OUTWARDS:

Sympathy card for Sue Whelan
Sympathy card for Mick Perniskie
Get Well Card Anne Cosgrove
New members emails to Margaret Wright, Shona Goodall, Chris Wood
Avenal Park thanks
Toyworld Thanks

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

Moved: Lee Seconded: Jane Carried.

FINANCIAL STATEMENT:

Treasurer report accepted with Accounts Payable \$ 11,647.04 and closing balance on Profit and Loss of \$22,928.58.

Moved: Greg Seconded: Lee Carried.

MATTERS ARISING

Action Point	Who is doing	Actioned Y or No	Comment
SGHS Luchtime Club and also contact Tessa Hickman at JHHS	Membershi p/Club Promotion		Judith is awaiting NZ Bridge Club guidelines. Update April – Still Waiting June Update – Otago is running a school holiday programme, Judith will look into how it goes and report back. <i>July update – only one person signed up so it never eventuated. Judith will contact SGHS and JHHS.</i>
Security Cameras	Sue		It was moved that security cameras are put up in the office, bar and by the raffle table. Quote from Foveaux Communications \$891.00 for two cameras. To get further quote for additional camera. Masons to be advised at next meeting. June Update - Quote for 3 Cameras - \$1,338.00 <i>July Update – Sue followed up with Freemasons but hasn't heard back yet.</i>
ICC re land lease	Greg		Anne has received a letter from ICC re the lease we pay . (Our building is on city council land and we pay them a lease. Just received an account - currently \$623.15 annually incl GST) The 21 yearly lease ended on 21st Feb 2021 They have requested a rental assessment from Robert Todd at Telfer Young and will advise us of the rental assessment in due course. 16/6 – Still with ICC. July update – <i>Because of the valuation our rates will increase from \$623 to \$6k. Valuer said it could be reasonable but we should write to ICC. Judith moved that a letter is written to the ICC. Seconded by Jan. Greg will write a letter and also talk to the other clubs along the reserve we are on.</i>
Facebook Page	Membershi p/Club Promotion, Anne	Y	Jane now has Facebook password. June update – decided to just have a Silver Reserve chat group. July - Decided we won't keep updating the Facebook page, and the source of truth is the Web Page. NFA.
Cashless system	Anne	Keep on action list to discuss.	There are a few ways to do this, which will be looked into. At the moment the committee needs to promote the current voucher

			system. 17/3 Discussed. There may still be a bit of administration.
Cashless System (a)	Anne/ Judith		Discussed paying prize money directly into the winners account. It was moved by Judith to trial this for the Avenal Tournament. 2 nd Sue. <ul style="list-style-type: none"> • Need to check that everyone who won money received it (Anne) • Should the prize money won vs Prize money received show in the P&L (Anne) • We won't need Vouchers for Audiology tournament, but will for Southland Real Estate (Judith)
Investigate the correct place to have all the Member contact details	Jan		Investigate the right place for the contact details to be kept. If this is Compass, or somewhere else. June Update – Jan will talk to Geoff and Yvonne
Building WOF	Property		Needs completed as its expired. Judith will look at previous WOF and Grant and Harry can help. 17/3 Judith is meeting with inspector next week. Update – waiting on ICC. Update - Building WOF was carried out, and we believe it was passed. Keep on Agenda to make sure we receive the paperwork <i>June & July Update – Judith will follow up.</i>
New Ventilation fan	IMHBCT		Judith got a second quote. Quote was accepted for Foveaux Communication for installation
New Members – Margaret Wright (Silver Reserve) and Shona Goodall (Silver Reserve). Moved Lee 2 nd Anne	Cheryl	Y	Send welcome letter and scan forms to Anne/ Yvonne. Cheryl to get addresses. I had the email addresses from Anne but I don't seem to have the new forms. <i>July update – forms were in foyer and now Anne, Yvonne and Cheryl all have copies.</i>
Pamphlet to promote Bridge	Anne		Anne will follow up and consider Waimumu Field days, and checking costs. As per NZB Kate Stratford is interested in promoting bridge. <i>June update – Sonia from Wanaka is prepared to do this on our behalf – Feb 2022 July – Waimumu is too expensive but suggestion was local A&P Show. Otago/Southland will help us with this – 5/3/2022. We would need to start lessons straight after this promotion. It was agreed to go ahead. Jill to teach the lessons.</i>
Karawan – still has outstanding subs	Lee		Lee will ask Chrissie if she knows what is happening with her. <i>July update – Lee will talk to Chrissy again.</i>
Karen to do her bar licence	Karen		Karen has booked in for the 2 day course to complete the licence.
Cheryl has previously started her licence – so will see if she can	Cheryl		Cheryl will chase up hers, and will check via NZQA number

complete it.			
Pothole in Carpark – Judith will go to ICC.	Judith		Cones have been put up around the pothole, and is chasing the ICC.
Stocktake 24/6/2021 10.30 am.	Bev	Y	Lee has entered the stocktake into the computer. NFA
Bev will buy a beater and bowl.	Bev	Y	Cost of \$21.00 NFA
Spring Clean – Bev will liaise with cleaner to do 2 additional hours twice a year. The hours will be passed to Anne for payroll.	Bev	Y	The cleaner will do this, within her current hours. NFA.
Coffee Club asked for another Dishwasher tray	Bev	Y	NFA
Megan and Jane to remind the Last Year learners that they are not to use their notes. The current learners can use their notes to the end of the year.	Megan & Jane		The current learners can use their notes to the end of the year.
Jane Pouw – Tina’s mother. Lee will get a form filled out.	Lee	Y	Invoice has also been sent. NFA
Ailine Vials Debenture This debenture has been donated back to the club. Judith suggested we put something in the garden	Bev/ Cheryl		There was a comment that we hadn’t done this before for a donation. The committee all agreed we would get something in this instance. Bev will talk to Nola about a dried flower display. We have vases we will be able to use. Letter to be sent to family (Cheryl)
More Refresher Lessons	Judith		More names were given to Judith so she will chase these up.
Club Celebrations onto the website	Jeff & Sue	Y	NFA

SUB-COMMITTEES REPORTS - Including ongoing matters:

Bar: No report

Property & Masonic Lodge (IMHBCT) Sub-Committee:

Fence was knocked over on Monday night by a driver who was lost following their GPS. Judith has ask for volunteers to fix it. Lindsay will have a look.

The Masons had a funeral here on Wednesday. They had said they would have only about 20 people, but there were a lot more than that. The travel Club people were asked to move out of the room they always use, so they were upset.

Just a reminder that this is a shared space and that we have to work together to make it work.

House: Judith and Jan have volunteered to do the kitchen for the NZ teams.

31/7/2021 Tournament – Lindsay will bring 5 meat packs.

The Inner Wheel are catering the Southland Real Estate Tournament.

Match: See Report

A Silver player played in a junior team, this rule needs to be updated next year.

Jan will be updating the Silver Reserve percentages.

Recommendations for Committee –

Decided that the 4 Reserve/Junior teams that voted to continue playing for the 3 weeks, the 2 teams that voted to stop, don't need to play.

Lee Moved that recommendations were adopted. Seconded: Bev

Membership/Club Promotion: Emma Strong will fill in a form when she comes in 2 weeks.

Computer:

Health and Safety: Potholes – and these are being actioned.

Constitution Sub-committee: Waiting on law change – we have the draft, this has been given to Judith.

Sub committees of O/S Regional

committee: Updates from the meeting that Judith had attended - The A&P show help (as discussed in actions above), using On-line Booking (may need to help people with this), Discussed getting new directors. With the Online tests, only 20% of people are passing. 16/10/2021 the Directors Exams will be in Invercargill.

Committee for National teams: The cut-off for capacity has been changed from 26 to 36. Currently there are 25 teams entered. The booklet has been sent to National Directors for review. There will be 8 rounds of 12 boards. Discussed having raffles. Jane will go to Glowing Sky and ask for sponsorship.

GENERAL BUSINESS:

NZ Bridge AMG- Prelim Notice of Meeting - there are forms for Clubs to use to (1) register meeting delegates, (2) General Business items, and to lodge any formal remits for consideration.

(1) Sue moved that Greg be our delegate, Seconded by Jane.

Judith will be the Alternate. Greg is completing the form.

(2) (a) Directors Exams (as above in O/S Regional Committee note and (b) Cancellation of tournaments.

With Regards to Insurance Cooking endorsement (email from Anne) –

There is requirements for a range hood

Can you please make sure that these requirements are being meet with the new range hood being purchased??

Also this policy endorsement needs laminated and placed on the wall in the kitchen.

I think Colin Thomas should also have a copy if people he hires to are using the kitchen.

And Claire was specific in that we need to formally let the Masons know of the requirements of this endorsement if they are going to be cooking in the kitchen. *We have stipulated NO FRYING in the kitchen and therefore don't have to have a rangehood.*

ILT Funding email – *The committee understands that ILT are reducing sponsorship. NFA.*

Suggestions for the Charity Tournament Recipients - Hawthorndale Care Village, Local St Johns – keep up the suggestions.

Junior Tournaments – the Juniors need reminded that the tournaments are on and great if they supported them.

We need to remove the sticky/germy cards.

Can the Minutes come out faster? Yes, I will make every endeavour to get them out quickly.

Meeting concluded at 9.05 pm. Next meeting 19 August 2021.

SIGNED AS A TRUE AND CORRECT RECORD

Signature : *BK Scott*

Invercargill Bridge Club President

Date: 26.8.21