

Committee meeting of the Invercargill Contract Bridge Club Wednesday 22nd June 2022, 7.00pm.

Minutes

Present

Cheryl Foley, Sue Scott, Greg Buzzard , Jan Brown, Karen Palmer-Hall, Chris McDonald, Megan Dowd (late), Jane Carroll, Janice Hodson

APOLOGIES: Judith Lawton, Anne Somerville, Lindsay Glover

Apologies Accepted Moved: Jan Seconded: Karen

MINUTES:

Confirmation of Minutes of committee meeting 18th May 2022 (after amendment Page 2 – Kay Strang to Lorraine Oliver)

Moved: Karen Seconded Jan

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

INWARDS:

See Next Page

☆ → Carole Bee	FW: ONLINE BRIDGE STRATEGY - Good morning Otago Southland Bridge Committees Please find attached information re the upcoming consultation on the place on onli...	Jun 20
☆ Jill McMeeking	Re: Touching base - Hi Cheryl Will do, Cheers Jill On Sun, 19 Jun 2022, 8:44 am Invercargill Bridge Club, <invbridge@gmail.com> wrote: Hi Jill I wonder if you wanted to a...	Jun 19
☆ me	Fwd: Swiss pairs - Monday 20th June - Forwarded message - From: Christine Dallas <cdallas@sanford.co.nz> Date: Wed, Jun 15, 2022 at 11:15 AM Subject: S...	Jun 19
☆ → Secretary	Newsletter no 4 for 2022 - To Club Secretaries CC Regions & Regional Support Our latest newsletter is attached. Regards Allister	Jun 16
☆ → Spark	Reminder: It's time to change the way you connect - We're disconnecting the PSTN in your area View the online version Account number: 266621426 Line: 03 217 4519 IT...	Jun 16
☆ → Secretary	New Zealand Bridge Online Bridge Strategy Consultation - To Club Secretaries CC Regions & Regional Support Hi there Some information attached for you. Please do sha...	Jun 16
☆ → Christine Dallas	Swiss pairs - Monday 20th June - Hi I have tested positive for covid this morning, are there any subs available to take my place on Monday night, Linda Stevens is my par...	Jun 15
☆ → Secretary	Information From Allan - To Club Secretaries CC Regions & Regional Bridge Support Hi Everyone Important information attached from Allan. Regards Allister	Jun 9
☆ → Sonya Adams	Touching base - Hi Invercargill club How are you doing? Sonya here you RBSP, It's been a bit quiet on my front, I haven't really had alot to report. I just want to check you re...	Jun 7
☆ → Secretary	Online Improvers Course starting soon. - To Club Secretaries CC Regions & Regional Support People Hi there Rona Driscoll will be taking another online improvers course...	Jun 7
☆ → Bridgemate New Ze...	Bridgemate Control Software 3.9.9 released - Hi All https://support.bridgemate.com/en/support/solutions/articles/44002262504-bridgemate-control-software-3-9-9 Vers...	Jun 4
☆ → Thankyou Payroll He.	Project Refresh - Coming to You Next Week - Let's Talk Payroll. - Keep up to date with important payroll information and stay connected to the social impact you make po...	Jun 3
☆ Rob and Mary McInto.	RE: playing vouchers - Cheryl, I will be at Friday 3/6/22 morning bridge. I could collect them then. Mary. Sent from Mail for Windows From: Invercargill Bridge Club Sent: T...	Jun 1
☆ → Eleanor Rudolph	Re: Swiss pairs - Hi Jan Very complicated and not in my head space atm as I'm in Wellington for a family bereavement and not back till Tuesday 6.00 sh. So I don't have a...	Jun 1
☆ → Thankyou Payroll	Good things are happening at Thankyou Payroll - We've been working on something special over the past few months. We can't wait to share it with you. Our number one ...	May 26
☆ → Marilyn Jackson	Lindisfarne Pairs Ladder - Good Afternoon The ladder for Lindisfarne Pairs was not updated for the third session yesterday. It would be appreciated if this could be atten...	May 26
☆ → O/S Bridge Admin	Fwd - A poster to share with your members please. Regards Carole Bee Begin forwarded message: > From: Secretary > Date: 25 May 2022 at 4:34:02 PM NZST > To: 'Ca...	May 25
☆ ← Secretary	Updated contact details for clubs - To Club Secretaries CC Regions & Regional Bridge Support people Hi there I have attached a copy of the club contacts register that I ...	May 25
☆ → Claire Graham - Ins.	FW: Invercargill Contract Bridge Club - 2022 Insurance Renewal - Hi Anne Please see the final statement attached for the Bridge Clubs Insurance for the 31/05/2022 - 31...	May 25
☆ → Frayle, Nicola	Invercargill Contract Bridge Club - 2022 Insurance Renewal - Hi Claire, Further to our negotiations with NZI we now attach a revised renewal invoice for the Club. This repl...	May 25
☆ → Pip Perkins	Bridge Lessons - Hi Guys, I'm sorry to let you know that because of work commitments I can no longer attend the Bridge lessons, I have enjoyed my time there and please...	May 24
☆ Annie Somerville	Credit balance - Hi I am writing to ask if you can please transfer the credit balance in our account 1709 of \$180 to our account number 03-1355-0532940-00 ? Thanks for ...	May 24
☆ → Pay slips	Pay slips for Invercargill Bridge for the period starting Tue 8th Mar - Hi there. Attached is the printable version of your pay summary in PDF format. The PDF includes pay ...	May 24
☆ → Registrar of Incorp.	Law changes for incorporated societies - general - What you need to know about what's changing	May 23
☆ ← Judith Lawton	RE: Fwd: Nominations for Regional Committee - Thank you...that would be appreciated Judith Sent from my Galaxy - Original message - From: Invercargill Bridge...	May 21
☆ → Secretary	Bulletin-Online Bridge 2022 - To Club Secretaries CC Regions & Regional Bridge Support People Hi there I have attached a bulletin from Allan. Please share this with your ...	May 19
☆ → Sue Scott	Insurance declaration - Sue to send to Claire Sue Scott Revenue and Debtors Officer Environment Southland Te Taiao Tonga P 03 211 5115 DDI 03 211 5283 M 021 466...	May 19
☆ Greg Buzzard	Re: Tournament Director status - Hi Murray We have resolved most of the issues raised in this email with the exception of the query about Marilyn Jackson acting under s...	May 18
☆ → O/S Bridge Admin	Nominations for Regional Committee - Sorry I missed this one....please note the closing date for nominations of 6 June. Cheers Carole (H...	

Email from Holly Waddingham re The building lease still to be signed with the ICC 22/6/2022

OUTWARDS:

Sympathy Cards to Joan Martin Family and Clare Graham

Matters arising from Correspondence –

Was there an answer re May 18 Marilyn's Director status – No reply as yet.

Spark email 16/6/2022 – Re the lines going to copper. Jane has said her husband could come up with a solution. Jan recommended we talk to Foveaux Communications. What is the alarm system on? A simple cloud phone could be a solution.

Foveaux Communications to also be asked about the security cameras, as they aren't working.

Action: Sue

23/5/2022 – Email regarding changes to Incorporated Companies – NZ Bridge will keep us across these changes. (NFA)

7/6/2022 – Resend the Online Lessons bridge flyer

Action: Cheryl

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

Moved: Cheryl

Seconded: Jane

Carried.

FINANCIAL STATEMENT:

Treasurer report accepted with Accounts Payable of \$10,404.61. P&L - \$ 18,560.59
 Discussed that Table fees were down by \$5,500, and that Mondays were down quite a lot.
 Moved: Jane Seconded: Jan Carried.

MATTERS ARISING

Action Point	Who is doing	Actioned Y or No	Comment
Promotions	All		Judith/ Jane/ Karen will do chasing from about 5 years ago. The plan for them if we get takers can be decided on what stage they are at, and we will organise lessons around this. Anne had talked to Jill and if we get some people coming back then they can move with the beginners and play with them.
Pothole in Carpark – Judith will go to ICC.	Judith		Now that lease is sorted Judith will ring ICC. ICC have said that we are on the list to get this repaired. April update – Lease has now been received, but it is still showing that the Bridge Club is responsible for the carpark. It has been sent to lawyers Scholfield/Cockroft for review. May Update – Sue has a letter that says ICC is responsible for the carpark – lease is still with the lawyer. June Update – Sue has been talking to the lawyers re the lease, and if we should sign the lease if they haven't rectified the runoff from the stopbank issue. Sue will advise lawyer to go back to ICC to advise our position.
Computer backup	Jan	On Tues	Brigid, Cheryl & Jane also to learn computer on pairs night.
Find a replacement sponsor for Regal Floors	All		Sue has approached 2 sponsors for 2023. 1. TDC Contracting Davy Craig (Mason) - confirmed 2. QFS – Sues son will approach the management there.(now not quite the right time) (NFA) 3. Greg is going to approach Regal Floors again
Respond to Sherry and ask how she would like the lessons communicated out.	Sue		Sue has contacted Sherry and she will let us know. (see inwards mail 18/5/2022). May update – Sue to send on Sherry's letter, and also to ask if there are others that would like to help. June Update – Going well , 2 – 3 tables (NFA)
Ice-Maker for Bar	Karen will get prices		Discussed getting and ice-maker \$200 - \$400. Discuss w Freemasons
Fuse needed changed as no hot water. Dishwasher and sterilizer not working	Karen/ Greg		Bruce will change fuse or we will arrange for Appliance repairs do it. Amtec had looked and waiting for a quote for a new one or repair. But water had leaked out to kitchen and someone from Masons had slipped over. Grant offered to put a washer on the sterilizer to stop the leak. Currently glasses are being washed in the kitchen dishwasher. Karen will find out if we have to have a steriliser for the bar licence. Greg will ask Grant who he would recommend to have a look at the steriliser. June Update – agreed via email get a new steriliser, and this has now been installed (NFA)
Kitchen lino	Sue/Masons		Dark marks on the lino from masons. In discussion with them. May update – Masons suggested getting Glen Cockroft to put down seal. They are getting a quote. June update – all done (NFA)

Tiles behind Zip in kitchen need a tidy	Judith		Suggested vinyl tiles put over the wood. Masons will do.
Marilyn being supervised as a director	Greg		Chasing up with Murray Wiggins (June update no response)
Lindsay Trophy July 24th	Sue		Will put a list up on noticeboard for names
Triton Hearing – Discussed sponsorship	Cheryl		As we already have Audiology South we couldn't ask them. Answ letter.
Trophies			Guy Buton Trophy has been done. Lindsay trophy needs engraving.
South Island Teams comp 28/8/2022	Janice/ Sue		May update – Janice could do it but would need help (Cheryl and Jane will chase people up). Sue will confirm with Directors what the format will be, and then we will have time to sort the food. 28 tables is the max. June update – Haven't yet heard about form Jane has a friend that is a caterer, who would expect to be paid. Put up a list in the foyer for the timeslots and food required. Also suggested to put up the last time of play, so that people can arrange travel.
Swiss Pairs series	All		Thanks to Jeff and Jan. It's a logistical nightmare to run. Should we subject ourselves?
Insurance	Sue		Send back signed Insurance form - ACTIONED
Foveaux Invoice for sponsorship	Anne		Check this was sent
Till from Hospice	Karen		Have training with Fred on till, if we are OK to buy it. June update – Till has arrived and next Wednesday training – Grant, Karen, Fred and maybe Chris.
Cleaning of bar	Karen		Discuss with Grant (actioned NFA)
Quiz night	All		On calendar for 2 nd September
Ovens to be cleaned	Karen		To buy foil trays for bottom of ovens – can't buy them. Karen will price some heat resistant silicon liners.
Shelves in kitchen	Janice/ Karen		To be cleaned after the mice being around
South Island Teams	All		Ask for people to pay into the bank account prior to the tournament (NFA)
Hire of Rooms price list – there are 2 lists	Sue		Check that we are all using the correct one – and for it to be put onto the Website. Sue sending to Dierdre.
Foveaux Tournament 28/5/2022	All		How did this go – went well
Voting for Otago Regional Committee	Sue		To check that Judith wants to be nominated. June Update: Jan Moved that we nominate Judith to go on the Regional Committee. Moved: Jan Seconded: Megan. Carried.

SUB-COMMITTEES REPORTS – Including ongoing matters:

Bar – There was a query if it was an issue that the masons run the bar when we are not here. Karen will check with the ICC and make sure this is OK. Greg and Sue will talk to Fergus on Monday night.

Property - Kitchen floor looks good.

Masonic Lodge (IMHBCT) – No meeting, as it is every 2nd month.

House: Just a reminder to everyone that the committee needs to help out in the kitchen, at tournaments.

Match: Sue will send out an email re ILT tournament, ToyWorld Tournament and helpers for the SI teams. Southland Real estate Tournament – Suggest \$20, its BYO lunch.

Membership/Club Promotion:

Computer: All OK. Geoff is also showing Yvonne more on the computer.

Health and Safety:

Constitution Sub-committee: NZ Bridge are compiling a document.

O/S Regional committee:

GENERAL BUSINESS:

1. Raffles – Just a matter of keeping the stocks up.
2. Revisit our Mask Policy – We need to remind people to wear masks (Sue will put this in her email)
3. Greg was asked to manage the IP team.
4. It was moved that we no longer hire out our rooms, apart from our regulars and our members. **Moved:** Karen **Seconded:** Cheryl. **Carried.**
5. Anne had asked if we can set up for the PAYE to be paid automatically when it is due. **Moved:** Jan **Seconded:** Jane. **Carried.**
6. **Table Vouchers** – Jan and Lee know how to do them. Jane/Cheryl/ Megan will learn how to do them too.

Meeting concluded at 8.50 pm. Next meeting 20 July 2022. **(Postponed to 27 July 2022)**

SIGNED AS A TRUE AND CORRECT RECORD

Signature : 
Invercargill Bridge Club President

Date: 27.7.22

