

Committee meeting of the Invercargill Contract Bridge Club Wednesday 16th March 2022, 7.00pm.

Minutes

Present

Cheryl Foley, Judith Lawton, Sue Scott, Karen Palmer-Hall, Jan Brown, Janice Hodson, Chris McDonald, Anne Somerville, Megan Dowd, Karen Palmer-Hall, Lindsay Glover

APOLOGIES:

Greg Buzzard, Jane Carroll

Apologies Accepted Moved: **Judith** Seconded: **Megan**

MINUTES:

Confirmation of Minutes of committee meeting 23rd February 2022 (with update of apologies and invoice date)

Moved: **Megan** Seconded: **Judith**

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

INWARDS:

☆ → Secretary	Board meeting minutes - To Club Secretaries CC Regions & Regional Bridge Mates Hi everyone A copy of the minutes for our Janu...	Mar 15
Annie Somerville	Re: URGENT: Invoice for Invercargill Contract Bridge Club Inc is overdue - I got Judith to email this lady with all our problems and ...	Mar 13
O/S Bridge Admin	Fwd: Howicks RealBridge 5B Notice - 26th March 2022 - An online tournament poster Carole Bee Begin forwarded message: > Fro...	Mar 13
→ Secretary	Online Tournaments - To Club Secretaries CC Regions & Regional Bridge Mates Hi there everyone I am touching base with an upd...	Mar 11
→ Y Hughes	Catering - Hi I received a phone call within the last week from Diane Kemp, advising Inner Wheel (South) are no longer able to cat...	Mar 10
→ Secretary	FW: Simultaneous Pairs for Ukraine - TO Club Secretaries Hi there This may be of interest to you. Regards Alister From: Anna Gud...	Mar 9
→ Y Hughes	Directing - Hi Greg, I was asked at the end of last year whether I wanted to direct. I do, because I am qualified to do so, the email ...	Mar 7
→ Eltons	Fwd: coaching 2022 - To the Committee To keep you in touch with what the coaching group is thinking for 2022, below is an email...	Mar 7
→ Georgina Ellis	Proposal to be considered by the General Committee - 22 Sycamore Place Invercargill 07/03/22 The Invercargill Bridge Committe...	Mar 7
→ Gail and Moss Wylie	Rubber Bridge - Please enter Moss Wylie \ Kevin Skoropada Thanks Moss	Mar 7
→ NZB	NZB Player Transfer - Hello 615 Invercargill Bridge Club, This automated email is to advise you that a club transfer from 615 Inver...	Mar 4
→ Judith Lawton	(no subject) - Hi Shammi Thank you for your email. The committee met on February 23 2022 and voted to retain your deposit to c...	Feb 28
SPCA Fundraising	RE: EXTERNAL: Re: Donation account number - Hi Anne, Please find attached acknowledgment of the \$612.00 raised and donated.	Feb 28
Dropbox	Reminder: Wanaka Dreams shared "NEW ZEALAND BRIDGE LESSON POSTS" with you - Hi there, In case you missed it, Wanaka Dr...	Feb 28
→ Shammi Samarasin...	Re: URGENT: Invoice for Invercargill Contract Bridge Club Inc is overdue - Hi Annie, Hope ur doing good. I just wanna confirm with ...	Feb 28
ILT Grants	ILT - Online Grant Applications - Online Grant Application ILT Saturday, February 26, 2022 + 15:56 Your Organisation's Details Name...	Feb 26
O/S Bridge Admin	Fwd: Flyer attached- Taranaki Congress Online - Carole Bee Begin forwarded message: > From: Secretary > Date: 25 February 202...	Feb 25
→ Invercargill Info	Donation account number - Hi Angela, We spoke earlier about the donation your Bridge Club managed to raise for us. I managed 1...	Feb 24
→ TPC - Accounts Rec...	Re: Missing invoice - Good afternoon, Please find attached as requested. Regards Craig _____ Accounts Receiva...	Feb 23
→ Wanaka Dreams (vi...	Wanaka Dreams shared "NEW ZEALAND BRIDGE LESSON POSTS" with you - Hi Invercargill, Wanaka Dreams (info@wanakadream...	Feb 23
→ Grant Milne	Bar duties - If you are on bar duties please restock chiller at night And DON'T throw BIG BOTTLES in rubbish Thanks Grant	Feb 23

OUTWARDS:

- 26/2/2022 ILT application for Sponsorship – Sue and Cheryl
- 10/3/2022 Bridge Club Celebrations – Sue Scott
- 14/3/2022 IRD application for Anne to be Executive Office fro IRD

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

Moved: Cheryl

Seconded: Karen

Carried.

FINANCIAL STATEMENT:

Treasurer report accepted with Accounts Payable of \$2,507.06. P&L - \$ 18,614.46

Hold off paying Command and Control as work has not been completed.

Two people have paid theirs subs but no details on bank statement, Anne will follow up with invoices outstanding and see if she can match these off.

Will remove people if they aren't playing, to be tidied up by 31/3/2022.

Moved: Anne

Seconded: Lindsay

Carried.

MATTERS ARISING

Action Point	Who is doing	Actioned Y or No	Comment
Cashless system	Anne	Keep on action list to discuss.	Keep pushing the vouchers. March update Estimate June 2022 to put this in. It was also suggested to laminate the cards and reuse them, but thought that we would just keep current system.
Pamphlet to promote Bridge for new year	All		Ideas – put on Face book feeds. Sue to confirm with Jill when lessons to start. Then get pamphlet done and distribute October – Sue has a flyer which she will send out and promote everyone to put on their facebook feeds. Nov Update - Had quite a lot of people coming to lessons. Sue will do a newsletter soon and remind people of the lessons. Jan Update - Lessons start 15/2/2022 Currently 8 interested. Karen suggested that we chase up old members, people that had lessons and didn't come back. Judith/ Jane/ Karen will do chasing from about 5 years ago. Current lessons – 14 learners, and 7 that may come next year. (NFA)
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. Sue spoke to catchment people and hopefully they will get back to us. Mar update Sue will chase this up, and signed lease from ICC has not been received.
Google Docs for invoice copies	Cheryl/Jan e		Cheryl will talk to Jane about the easiest way for everyone to see all the invoices. Nov update - Anne will scan all the invoices to the committee in one go. Trial if for a few months. To be done about a week before the monthly meetings. Feb update – Anne will point out any out of the ordinary invoices (NFA)
Christadelphians booking	Chris		Cancelled this year but have booked for 2023. To be told they can no longer have the whole building, as Masons are there

			now. Chris will also contact Alan at the Masons.
Ask for refund for GST penalty	Anne/Cheryl		Feb Update: To be checked again and requested. Cheryl will send an email for IRD contact, and Anne will request a myIRD.
Computer backup	Jan	On Tuesdays	Brigid, Cheryl & Jane also to learn computer. Mar 22 – Jane had a lesson & practice. Judith will show Cheryl next Tuesday.
Hot Water unit – repair or upgrade – get Quote	Judith		Unit has been upgraded – just needs the tiles fixed. Judith will ask if there is someone that could do this. Tiles – Freemasons are happy to do this – Judith will chase them up.(NFA)
Rubber bridge night	Judith		OS – has sent through info re Rubber Bridge competition – committee to push this out to everyone. But they are wanting regions to have playoffs and then send representatives. (NFA)
Camera in the kitchen is pointing at the bar, this may need to be moved. It was supposed to be in the bar. Check original quote	Sue		Sue has checked and we will leave camera where it is, as it looks into the bar. But it will be followed up as to why it wasn't put there originally. Feb update – Sue checked and camera was supposed to be in bar – Foveaux has now moved it to bar. Sue has checked cameras and they aren't working properly on the app. Feb Update: Greg and Judith now have app on phones, but its not working quite right. Will catch up with Foveaux tomorrow. All sorted (NFA)
Push Teams and get everyone signed up	All		Have 7 in championship and 4 in Silver Reserve. Will need to tell the Silver team for tomorrow that will have a bye. (NFA)
Working bee for windows, cobwebs and general sort, throw & tidy up – organise for a window cleaner – Karen will get a quote. And will ask Freemasons to help with Working Bee.	Karen/Judith		23/2 Update - 2 quotes for exterior window clean - \$160 or \$80 per month on a monthly contract. Feb Update - It was moved that we just get a one off window clean \$160 Moved: Jane Seconded: Megan. Karen Organising Working Bee – decided we will ask cleaner. If she doesn't want to we will have a working bee on the weekend we were having the Regal Floors tournament – Sue and Judith came in and cleaned inside.
It was moved that we pay for the security people to attend a callout, after 11pm. This was	Sue/Judith		Judith is getting Harrys phone number on Tritons List and checking that Chris is on now, rather than Colin (done). And will

carried pending Freemasons approval.			also check on callout cost – still waiting for this cost.
Haven't yet paid the SPCA for the tournament \$612.00.	Anne	Done	NFA
To recode 7/2/2022 Countdown as prizes rather than raffles.	Anne	Done	NFA
Freemasons – were wanted to talk to our people about recording stock in the bar (ie till).	Bar		Spoke to them last night and they will talk to Grant about stocking up the bar. Don't need to do any process changes (NFA)
Bingo night with Masons June 24th 2022 and Quiz night 2 nd September (Bridge Club to organise)			
Paper towels have been ordered weeks ago – Judith will chase up with OfficeMax.	Judith		Had a letter from a member requesting paper towels. Decided that we will get the same towel system in the kitchen and the disability toilet. To be organised with Cleanbiz.
Directors – we have some new directors, and some different approaches. Will have a meeting on Monday and give some guidance on them being not too relaxed, and also not too strict.	Match	Done	NFA
Send OSRC a credit note for the Room Hire for Pairs 15/6/2021	Anne	Done	NFA
Mike the engraver rang, 027 5340708. He wanted to know if we could bring the boards in to be engraved at their business. The reason is they have a new lady doing the engraving and it would be easier to do it there. It will also be cheaper. He was just wanting to know if this was a possibility. Feb Update – It was discussed and not really an ideal solution, we would rather have it done on site. Cheryl will call him.			Because of asbestos we will have to have the engraver come in. March update – Jan will talk to them and they will come in on a Wednesday or Friday.
Find a replacement sponsor for Regal Floors	All		Sue has approached 2 sponsors for 2023. 1. TDC Contracting – Davy Craig (Mason) 2. QFS – Sues son will approach the management there.
Apply to ILT for Sponsorship for ILT and Murihiku Tournaments	Sue and Cheryl		Application has been sent, confirmation received, but no reply as yet.

SUB-COMMITTEES REPORTS – Including ongoing matters:

Bar: Grant had emailed to remind people to put the big bottles in the recycling. The Masons have been told, and Karen will talk to Bruce.

Property: The new sign has been put up and the old Masons sign is on the reverse as a support.

Masonic Lodge (IMHBCT) – The masons will organize a Bingo nite 5/10/2022 a classical trio is being held, and we will be invited. Next meeting 17/5/2022. The Masons are very happy with our combined clubrooms arrangement.

House: Need to start preparing for Swiss Pairs, by asking people for baking, help etc.

Match: In the Championship grade there are 7 teams, when they split to 2 sections then the team in 4th place can decide which section they want to be in. 18/8/2022 will be another team night for Championship.

Catering – Inner Wheel east offered to do catering rather than Inner Wheel West who are no longer able to do it. Sue will contact them to get a price for the Murihiku Tournament.

Avenal park Swiss pairs 10/4/2022- \$15 entry, BYO lunch, nibbles supplied. Director needed – Will ask Marilyn and if not Stewart Strang (Sue will ask).

Membership/Club Promotion: Judith/ Jane/ Karen will do chasing from about 5 years ago. Karen will get some info from Anne and do some ringing. The plan for them if we get takers can be decided on what stage they are at, and we will organise lessons around this.

Computer: Going well.

Health and Safety: Carpet has been fixed.

Constitution Sub-committee:

O/S Regional committee: IP Trials will be online on Mother's Day.

GENERAL BUSINESS:

1. Individual night – Names to be put up on whiteboard.
Silver Reserve RA Cunningham Trophy does this need to be replaced – No there is still room (NFA)
2. Refresher lessons as per email from Sherry – Sherry has suggested 1 – 3 on Sundays, starting after the learner lessons have finished. Sue will respond to Sherry and ask how she would like the lessons communicated out.
3. Zoom committee meetings – as not everyone was able to get onto Zoom we won't be having them in the future.
4. Heat-pumps – Judith will check what the optimal temperature should be, as we were advised to have it on auto.
5. It was suggested that we put in Eftpos – which was \$60 per month plus fees. Thought that the cost would outweigh the benefit.

Meeting concluded at 8.50 pm. Next meeting 13 April 2022.

SIGNED AS A TRUE AND CORRECT RECORD

Signature : 
Invercargill Bridge Club President

Date: 13.4.22

