

Committee meeting of the Invercargill Contract Bridge Club Wednesday 20 March 2024 7.00pm.

MINUTES

Present

Sue Scott, Pauline Sutherland, Janice Hodson, Kate Ramsay, Tony Winters, Fred Warnaar, Jan Brown, Jane Carroll, Anne Somerville, Grant Milne, Greg Buzzard

Apologies

No Apologies

Matters arising from the Minutes:

Confirmation of Minutes of committee meeting 14th February 2024.

Moved: Tony Winters **Seconded:** Jane Carroll

CORRESPONDANCE: To be dealt with as read

Inwards:

- | | | |
|-------------|------------------------|---|
| • 21 Feb 24 | Foveaux Communications | Lighting Quote – forwarded to Grant |
| • 23 Feb 24 | DB Breweries | Price Increase – Forwarded to Fred, Grant |
| • 05 Mar 24 | Ronald McDonald House | Donation thank you |
| • 05 Mar 24 | NZ Bridge | Tournament Directors Assessment Dates |
| • 20 Mar 24 | ICC | Lease Information – forwarded to Greg |

Outwards:

- | | | |
|-------------|--------------------|---|
| • 20 Feb 24 | Pauline Sutherland | Learners Invoice x Sland Express forwarded to O/S Bridge for reimbursement |
| • 19 Feb 24 | Pauline Sutherland | Masonic lodge Tournament Notice to all members |
| • 23 Feb 24 | Pauline Sutherland | Clare Hadley Prizegiving suggestion – forwarded to match Committee for review |
| • 23 Feb 24 | Pauline Sutherland | World Bridge Federation, Notice on board for members |
| • 27 Feb 24 | Pauline Sutherland | Team tactics By Moss -forwarded to all members |

Matters arising from Correspondence:

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

Moved: Pauline Sutherland **Seconded:** Jan Brown **Carried.**

FINANCIAL STATEMENT: Financial report to be tabled for 29 February 2024

Matters arising from Treasurer Report:

- Anne Sommerville to Roll over of \$20,000 coming due @ SBS on deposit for another 12 months
 - *Moved Fred Warnaar Seconded Tony Winters*

Treasurer report accepted with Accounts Payable of \$2872.18 to be paid (this is less ICC leases)

Moved: Anne Sommerville **Seconded:** Jane Carroll **Carried.**

HEALTH & SAFETY

- More info is required by the Fire Service for Fire Drill compliance
- Gore Bridge club was hacked – be ever more vigilant

SUB-COMMITTEE REPORTS:

- **Property:**
 - Fans in the playing room to be reconnected, also into the toilets –Fauls to quote
 - Water coming in under doors at the west end of the room – Grant to take a look at
 - Quote from Foveaux for lighting be accepted – *Moved: Jan Brown Seconded: Tony Winters*
 - Letter from ICC received regarding repairs being carried out to the driveway. Now that this has been resolved it was moved that:
 - We pay our share of the costs of the repairs
 - Sign the ICC Lease
 - Pay the outstanding Lease payments
 - Sign the Masons sub-lease*Moved: Tony Winters Seconded: Anne Sommerville*
- **House:**
 - Debbie to be approached to help with Avenal Park Swiss Pairs Tournament on 16 April and also the ILT Murihiku Tournament both days on 11 and 12 May as Janice and Jane will both be away

- **Bar:**
 - Bar well stocked up – stocktake to be done
- **Masonic Lodge:**
 - Breakdown of the power invoice has been requested
 - Heat Pumps are to be serviced
 - 4 x names to be provided to become members by the end of the month
 - Next meeting 14 May
- **Membership Club Promotion:**
 - 30 x Learners are attending the learners classes
 - Match committee to provide a programme for the Learners when they come through to Tues night bridge
- **Computer:**
 - Geoff requires some help with setting up the new computer – Jane to offer some help
- **Constitution Sub-committee:**
- **Match:** **Match Report of 11 March 2024 attached**
 - Match report read and Adopted
 - Moved:** Sue Scott
 - Seconded:** Kate Ramsay
 - Carried**
 - **Learners** – Play separately from current Silver Reserve players when they join Tuesday night Bridge
 - An opportunity for them to be involved in mixed teams
 - **Teams** – Suggestion to look at Teams being on a Wednesday night – will look at closer to the end of the year
 - **Lobb Optical** – Jane to follow up. Sue will have a chat to them in a couple of weeks
 - **Avenal Park Funeral Home** – Greg to follow up re tournament coming up
 - Anne Sommerville – Director/Player for Tournament

ACTION ITEMS CARRIED FORWARD:

Action Point	Who is doing	Actioned Y or No	Comment
<u>LEASE</u> Sign at Club Light out in Car Park	Grant/Greg Grant		Has been approved - can be ordered – ON HOLD until lease sorted - <i>To be approved by Parks and Reserves</i> <i>Find out who is to repair</i>
<u>TECHNICAL</u> Computer New Computer	Jan/Chris Jane/Geoff		Jan to teach Chris computer Jane to help Geoff set up new computer
<u>MEMBERS & LEARNERS</u> Lessons with Moss			Suggested – Take out Doubles
<u>HEALTH & SAFETY</u> Fire Drill	Anne/Grant		There should be a drill every 6 months. Fire department is sending info out to Grant. Need to register online, Anne will help with this. 10 Jan 24 - Fire Drill to be done asap <i>20 Mar – More work required to be compliant</i>

<p><u>PROPERTY</u></p> <p>Curtains</p> <p>Ventilation</p> <p>Heat Pumps</p>	<p>Janice</p> <p>Grant</p> <p>Grant</p>	<p>WIP</p>	<p>Feb 24 – Linda will repair the curtains within the next 3 months. She will reverse the linings and repair where necessary (tracks, cords etc)</p> <p>Reinstalling the ventilation system that was disconnected when the heat pumps were installed – quote to come x Fauls</p> <p>Put a timer on the heat pumps, also a notice to go on the wall 'HOW TO OPERATE'</p>
<p><u>HOUSE</u></p> <p>Dishwasher</p> <p>Kitchen Instructions</p>	<p>Janice/Pauline</p> <p>Janice/Pauline</p>	<p>WIP</p> <p>WIP</p>	<p>Duty person to be advised the kitchen sink to be filled with hot soapy water so cups can be washed and then put in sterilizer and turned on at the end of a bridge playing evening</p> <p>Folder to be set up for instruction on 'What to do and how to do it' in the kitchen</p>
<p><u>LEGAL</u></p> <p>Incorporated Societies and Privacy Acts</p>	<p>Greg</p> <p>Jan</p> <p>Jan</p>		<p>Put on the President newsletter.</p> <p>Re-jig the enrolment forms.</p> <p>Check re photos being used.</p>
<p><u>SPONSORSHIP</u></p> <p>Community Trust</p> <p>ILT</p> <p>E Hayes</p>	<p>Anne</p> <p>Pauline</p> <p>Pauline</p>	<p>WIP</p> <p>WIP</p>	<p>To follow up</p> <p>Apply for Sponsorship</p> <p>Letter acknowledging sponsorship for 2024</p>
<p><u>WEBSITE</u></p>			

<u>MASONS</u> Use of Bar	Greg		Nov 23 - 4 members are to become full members of the Bridge Club. They will require a guest book to be signed by all other users of the bar. <i>Next meeting deferred until 12 March. \$320 for prizes for sponsored tournament</i>
<u>NZ BRIDGE</u>			

GENERAL BUSINESS:

1. **Interest Register** – Nil – Template next meeting
2. **Fees for ILT Tournament 11/12 May 2024**
 - a. \$40 for Teams (Sat)
 - b. \$35 for Pairs (Sun)
 - c. \$65 for Both (sat and Sun)

Meeting concluded at 8.50 pm. Next meeting **Wednesday 17th April 2024**

SIGNED AS A TRUE AND CORRECT RECORD

Signature: _____

(Invercargill Bridge Club President)

Date: 17/4/2024