COMMITTEE MEETING MINUTES OF THE INVERCARGILL CONTRACT BRIDGE CLUB

Held in the clubrooms, 50 Elles Rd, Invercargill at 7.00pm on Wednesday 15th May 2019

<u>PRESENT:</u> Jan Brown, Judith Lawton, Annie Somerville, Harry Shepherd, Lee Davies, Lindsay Glover, Angus McKay, Colin Thomas, Sue Scott, Claire Graham

APOLOGIES: Sherry Elton

ABSENT: Julie McDonald

Moved: That apologies be accepted Lindsay/Colin Carried

MINUTES:

The minutes of the previous committee meeting were circulated.

Moved: That minutes of the committee meeting held 17th April 2019, with amendments, be confirmed as true and correct.

Jan/Harry

Carried

MATTERS ARISING:

CORRESPONDENCE:

Inwards:

- Library letter from Helen Chesterfield
- Library books email from Ken Smith
- The Harper family thanks for sympathy card
- Thank you card from Nancy Drain family
- Email from Lisa Fleck ILT thanks for Yvonne's thanks
- Info on health and safety from Yvonne
- Mouth and foot cards to purchase
- · Thank you from family of Mary Perniskie
- Thank you from RDA for donation
- Ken Smith re duplicate boards May 6th
- Letter re Murihiku meeting Sue Scott
- Quote from Roger Millar builders for kitchen ceiling and tidy installation

Outwards:

- Email Yvonne to ILT thanks to Paddy O'Brien for attending Tournament prize-giving
- Thank you letter to Richard Beauchamp for rockin' dinosaur
- Thank you letter for Feast of 7 fishes to:
 - o Margi Christiansen
 - o Christine Dallas
 - Sue Whelan
 - o Jean Adelizzi

Moved: Inwards correspondence and outwards correspondence be approved.

Lindsay/Harry

Carried

FINANCIAL STATEMENT:

A financial report for the period ended 30th April 2019 was tabled for the meeting.

Moved: That accounts of \$11914.45 as presented be approved for payment.

Annie/Colin Carried

Term investment with SBS \$19594.67 Ten people still to pay subs

Carol Marshall needs to complete a form.

Claire: Insurance rolled over from last year, \$8,000. Claire to look back on quote.

Michelle Cappie to pay new membership on pro-rata basis

Jan/Sue

Carried

SUB-COMMITTEE REPORTS

Property:

- Harry talked about some kitchen tidy ups and said that Regal flooring needs to be paid for the patched vinyl
- Investigating tidying up tray shelves
- Quote received to re-line and insulate the kitchen ceiling and tidy up installation at \$6,000 + gst from Roger Millar builders. After some discussion it was agreed that Claire would investigate lottery commission funding application for this work.
- The secretary office would be stripped and papered by club members. The dust/plaster dropping in one corner would be looked into.
- New lights on hold for now
- Harry will phone Trojan Holdings about the lock for the skip bin

House:

- Countdown cards need to be prior to 1pm
- Thank you to all members who provided/donated goods and time to the Foveaux and ILT tournaments.
- Meat packs would be mixed with other raffles.
- To get clocks for kitchen and secretary office
- Tony Winters be asked to get milk.
- Heating issues have been solved. Notify Angus if the heating is on at odd times
- A complaint was received from the Coffee Club about the state of the kitchen last week.
 Silver reserve need to be more vigilant with the tidying up of the kitchen.
- Yvonne will be asked to send a reminder notice to duty people at the time.

Action	Responsible	Update
Sponsorship for 2020 SI pairs	Annie	Look at funding August 2020
Computer manager role	Jan	To be written by Geoff Eyles
Folding doors at kitchen	Angus	To tidy
Light fitting replacement	Harry	To follow up
Kitchen walls	Judith/Sherry	Investigate stripping of walls
Skip bin lock	Harry	Call Trojan Holdings re key
Clocks for kitchen and secretary		
office		
Health and safety committee	Colin	Required by NZ Bridge
St John training		Will be done at next funding round
Rewrite duty tasks		

GENERAL BUSINESS:

St John: Do Not Resuscitate order (DNR) to be responsibility of each individual to inform someone of that desire.

Library: Some bridge books have been donated. Moss, Annie and Harry will sort through them and assess their usefulness for adding to the library.

	rge for borrowing a book from the bridge club library. ne as usual, and a one month borrowing period would			
be expected.	Harry/Annie	Carried		
Bridge Mates: There are seven faulty machines. Geoff Eyles recommends getting four to trail from Australia at \$25 each				
Table money was left out on Tuesdato to be carried out be re-written.	ay night, and it was red	commended that the list of duties		
Director exam: Richard McMillan w Moved: That the fee for these be pa		Carried		
Interprovincial Competition in November: Moved: That \$50 is paid to each member representing the club to help towards costs. Sue/Jan Carried				
The doors between rooms at competitions need to be latched at the lunch break. This is for Health and Safety reasons.				
Meeting closed at: 8.31 pm	Next Meeting:	19 th June 2019		
SIGNED AS A TRUE AND CORRECT I	RECORD			

Signature: _____ DATE: _____