

Committee meeting of the Invercargill Contract Bridge Club held Wednesday 19<sup>th</sup> May 2021, 7.00pm.

## MINUTES

### Present

Jan Brown, Cheryl Foley, Judith Lawton (will be leaving at 7.30), Anne Somerville, Sue Scott, Bev Flint, Janice Hodson, Lindsay Glover, Karen Palmer-Hall, Greg Buzzard (will be leaving at 7.30)

### APOLOGIES:

Barbara Martin, Lee Davies, Jane Carroll, Megan Dowd

Apologies Accepted Moved: Greg      Seconded: Lindsay

### MINUTES:

Confirmation of Minutes of committee meeting 21<sup>ST</sup> April 2021

Moved: Anne      Seconded: Jan

CORRESPONDENCE:      To be dealt with as read.

### INWARDS:

1. 21/4/2021 Email from Alan Baird – Fundraising Ball for Blair Vining Hospital \*\*
2. 22/4/2021 Email from Sherry re Improvers lessons
3. 23/4/2021 Zone 7 Playoffs (and a date correction)
4. 23/4/2021 Gold Coast Congress Feb 2022
5. 30/4/2021 Bridge Club Printer Options discussion
6. 30/4/2021 April May newsletter
7. 30/4/2021 Acceptance of Printer option 1
8. 06/05/2021 Reactivated Player – Lyn Gutsell
9. 7/5/2021 – email re spare membership books for new members
10. 10/5/2021 – email re security cameras quote \$891 + \*\*
11. 14/5/2021 – ICC re land lease \*\*
12. 17/5/2021 Insurance Documents \*\*
13. 17/5/2021 Email from Judith re ordering supplies \*\*
14. 19/5/2021 NZ Bridge Conduct, Discipline and Disputes Committee- Notice of decision
15. 19/5/2021 Zone 7 Playoffs
16. 12/5/2021 Adrian Motels 10% discount for Bridge Members
17. 19/5/2021 Email from Canon re printer

### OUTWARDS:

1. 4/5/2021 Email from Sue to ILT thanking them for their Sponsorship
2. 12/5/2021 Get Well Cards – Joan Martin, Cathy Flawn, Carol Scott

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

Moved: Judith      Seconded: Jan      Carried.

### MATTERS ARISING

Action Point	Who is doing	Actioned Y or No	Comment
Jane to arrange purchase of new printer	Jane	Y	Printer organised, refer to letter from Canon.
Alarm codes (One code for Masons and one for Bridge)	Judith	Y	Foveaux Communication will come in and put new pin pad on this weekend. Only about 9 people with codes. Judith is checking the names. 4 codes for the Masons. Laurie has the codes and will file with Triton Security.
SGHS Lunchtime Club and also contact Tessa Hinkman at JHHS	Membershi p/Club Promotion		Judith is awaiting NZ Bridge Club guidelines. Update April – Still Waiting
Email addresses for Learners – CF has these and will send a copy to Anne and then give them to Yvonne.	Cheryl	Y	Check that Anne has a copy of the forms. CF
Mick Perskinski Passed away	Cheryl		Send sympathy card
Sherry to get a pigeon hole	Jan	Y	
Fundraising Ball for the Blair Vining Hospital which would involve the Bridge Club as a partner along with the Southland Masonic Charitable Trust. 18/19 Sept 2021			Dates not yet confirmed. Would expect bridge club to attend and sell tickets.
Security Cameras			Refer to General Business
ICC re land lease		No action required until we receive assessment.	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.
A revaluation of our building required for Insurance purposes	Anne		With regards to the Insurance documents received from Claire Graham. Anne will contact Thayer Valuation to get a building valuation.
We need paper cups (not plastic) for the water machine (Fairly pack urgently one left in the box) And White board markers (that work) Both come from OfficeMax The order gets sent to environment south to Sue or Jan	Bev		

#### FINANCIAL STATEMENT:

Note that Triton Security is paid in advance, so a double payment this month.

Treasurer report accepted with Accounts Payable \$ 12,255.51 (including Insurance and badges) and closing balance on Profit and Loss of \$23,575.57.

Moved: Anne      Seconded: Jan                      Carried.

**MATTERS ARISING:**

Action Point	Who is doing	Actioned Y or No	Comment
Facebook Page	Membershi p/Club Promotion, Anne		Jane now has Facebook password. No action
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.
Sub Committee formed to investigate the correct place to have all the Member contact details		Cheryl to set up meeting	Jan, Jane, Geoff, Cheryl – will investigate the right place for the contact details to be kept. If this is Compass, or somewhere else.
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
New Rangehood	IMHBCT		Judith got a second quote
New Members – Margaret Wright (Silver Reserve) and Shona Goodall (Silver Reserve). Moved Lee 2 <sup>nd</sup> Anne	Cheryl		Send welcome letter and scan forms to Anne/ Yvonne. Cheryl to get addresses.
Order badges (4 people on list in foyer)	Cheryl	Y	Cheryl has invoice – Cheryl to hand out once the people have paid for the badges.
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.
Call Susan Burke to see if she wants to come back and will get correct contact details.	Judith		Call Malloch McLean.
Ann Smithies Bridge Books	Cheryl	Y	Send a thank you to Ann Smithies for Gordon Smithies books. Sue has verbally thanked Ann.
Get well card for Anne Cosgrove	Cheryl		
Welcome letter for Lynn Gutsell	Cheryl		

## **SUB-COMMITTEES REPORTS - Including ongoing matters:**

**Bar:** Alarm is working well

### **Property & Masonic Lodge (IMHBCT) Sub-Committee:**

- Sliding Door – Parts are now in the country.
- Judith proposed that we accept the quote from Foveaux communication for the installation of the fan. Seconded by Karen. Carried.
- Judith to get a second quote for the doors directly into the Bridge Club. When we have that quote we will apply to the Charitable Trust. Moved by Jan Seconded by Bev.
- Building WOF was carried out, and we believe it was passed. Keep on Agenda to make sure we receive the paperwork.

**House:** Murihiku Tournament went well. 29/5/2021 – there will be someone in the kitchen. Stocktake of kitchen to be done – put this on the agenda for June.

**Match:** No meeting this month.

**Membership/Club Promotion:** No report.

**Computer:**

**Health and Safety:**

**Constitution Sub-committee:**

**Sub committees of O/S Regional committee:**

**Committee for National teams – currently no actions.**

## **GENERAL BUSINESS:**

There was a burglary at the Murihiku Tournament. ILT Vouchers that were for the Saturday prizes were taken, also cash that had been kept aside for the top-ups for the prizes (\$300). The burglary was reported to the police.

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.  
Moved by Judith Seconded by Karen.

Signs will be put up to advise of security Cameras. The masons will be advised at the next meeting.

Reminder – ask people to take their cups back to kitchen (especially Silver Reserve).

Breakdown of expenses for the Murihiku Tournament – It should have broken even, but due to the vouchers that had to be replaced with cash, there was loss.

Foveaux Communications Tournament – Saturday May 29<sup>th</sup> 7.30 pm. Jan is going to be director. Sue will ask if

sponsor will be bringing prizes or do we invoice.

Sue will be putting out a newsletter soon.

Meeting concluded at 8.20 pm. Next meeting 16 June 2021.

---

SIGNED AS A TRUE AND CORRECT RECORD

Signature:   
Invercargill Bridge Club President

Date: 16.6.21

