

Committee meeting of the Invercargill Contract Bridge Club held Wednesday 18th November 2020, commencing 7.00pm.

Minutes

PRESENT: Sue Scott, Bev Flint, Janice Hodson, Barbara Martin, Karen Palmer-Hall, Lee Davies, Jane Carroll, Megan Dowd, Jan Brown, Cheryl Foley, Anne Somerville, Judith Lawton

APOLOGIES: Greg Buzzard, Lindsay Glover

Apologies accepted Moved: Jan Brown Seconded: Lee Davies Carried.

MINUTES: Confirmation of Minutes of committee meeting 21st October and 29th October 2020.

Moved: Lee Davies Seconded: Karen Palmer-Hall Carried.

MATTERS ARISING FROM THE MINUTES

On the 21st October, the wrong months invoices were printed. This has been rectified in the current Treasurers report. The figure for October invoices was \$27,648.21.

Note that the Power bill was cheaper even though the new heat pumps are now installed.

Suggestion that agenda has a footer with a Page Number and a file Path (CF to do)

ADDITIONAL AGENDA ITEMS:

1. Cleaner – Cleaner is back at work 19/11/2020
2. Freemasons solar panels – Sue has said for Masons to get some information on this and the committee will look at it. Jane will also get some information. Action – Add to Property for next month.
3. Xmas Pairs. Decorations. Raffles – Tree is up, hampers are bought. Raffles will be out tomorrow (19/11/2020)
4. Cradle Raffle – Judith will sort, and fill up with toys etc
5. Coffee House – Refer to House report
6. Constitution – Action: this will be on agenda for the new year and discussed then
7. Evans Trophy – Sunday 22/11/2020 in Winton
8. Xmas Party/ Prizegiving format – December 11 2020. Sue will get some information out.
9. Holiday Bridge – Dates are in the book. 9 nights (Mondays and Thursdays)
10. Freemasons – dates (discussed – all on calender in foyer)
11. Printer vs Toner/ Drum cost – Suggested to call Computer Foods. Jane to do this.
12. Bob Ferns – Compass – We should be looking to see if we should be making a contribution to Bob. Not being charged by Compass. Also looking at new handhelds. Action – keep on Agenda.
13. Xmas bonus Cleaner/ Gardener - \$50 voucher each. Bev will organise
Moved: Judith Seconded: Karen Palmer-Hall Carried.
14. Keys for committee – Have all been given out
15. Membership – Refer below in Inwards Mail
16. Annual Accounts to file – Anne looking into doing this
17. Anne to advise NZ bridge costs of SI Pairs 2020 books printed – Anne has called NZ Bridge and this has been paid to us.

- 18. Pictures for website – Deirdre does this
- 19. Ratification of AGM Minutes – This will be done in the January meeting
- 20. Email addresses for Learners – CF has these and will send a copy to Anne and then give them to Yvonne Action for CF
- 21. iBank with SBS – Sue Scott and Lindsay Glover need to be able to login to bank to enable the accounts be paid.

Moved: Anne Somerville Seconded: Karen Palmer-Hall Carried.

- 22. Committee meetings starting at 7.30 pm during Summer Hours – No, staying at 7pm.
- 23. Roles of Committee members are –
 House: Bev Flint, Janice Hodson, Barbara Martin.
 Match: Jill McMeeking, Karen Palmer-Hall, Lee Davies, Geoff Eyles, Greg Buzzard
 Membership/ Promotion: Judith Lawton, Jane Carroll, Megan Dowd
 Property: Lindsay Glover, Judith Lawton
 Computer: Geoff Eyles, Jan Brown
 Sue Scott ex officio of all.

Noted that the hand out from Sue regarding sub-committee job roles doesn't agree with Constitution, as in the committee chooses the roles. It was moved that the roles are ratified as they are set out

Moved: Judith Lawton Seconded: Karen Palmer-Hall Carried.

- 24. Key Register – to make sure that all keys that are issued are put in the register. Keys are discussed later in Property report.
- 25. Cashless system – Action – put on Agenda for next meeting
- 26. December accounts are to be paid on time, but ratified in January 2021 (as there is no December meeting)

Moved: Jan Brown Seconded: Lee Davies Carried.

- 27. Data Management Privacy Act – There are big fines if we don't have a policy. Jan and Jane will write a policy and present it at the next meeting.

CORRESPONDENCE: To be dealt with as read.

INWARDS:

Thank you email from J Caughey		
Maintenance Check for Defibrillator	Pass onto Colin Thomas	
Application – Kewald Obeidon SR	Moved – Karen Second - Jan	Anne To Reply
Application – Donna Shoposack S	Was sent to Match committee and it was approved by them	Moved – Lee Second - Jan

OUTWARDS:

- a. Sympathy Card for Merrill Leith (cleaner)
- b. Thank you letter to Rowena Jackson

Bev will send out a card for Nelda Hinkleys

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

Moved: Judith Seconded: Janice Carried.

FINANCIAL STATEMENT: That accounts of \$4,652.58 be paid.

Moved: Anne Seconded: Jan Carried.

On balance sheet – Current Liabilities Funds received in Advance – Heatpumps is to be changed to Funds received in Advance – Regals Floors.

MATTERS ARISING:

SUB-COMMITTEES REPORTS - Including ongoing matters:

Bar - No issues. Anne mentioned there has been an increase in bar takings, this may be from the Masons. Karen will talk to Grant to see about an alarm code for each person, or a code for Bridge and Masons. Will come back to committee next month.

Property – Carpark discussed. Fulton Hogan are to be coming back to paint lines.

Getting a quote for a 2nd door. It is quite expensive, but Masons are willing to pay towards it. Add to agenda for next year.

Keys - There are a lot of keys given out to members. It was moved to change the locks.

Moved: Jan Seconded: Jane Carried.

People who will need a key are to email Judith.

House - Otago Southland tournament is in January. Judith will step in as Bev is away.

Will check prices for coffee from OfficeMax.

Jane thanked Bev and Barbara for the tournament food.

At start of year we are to ask people what baking they are prepared to do.

Match - Refer to Match report

RECOMMENDATIONS FOR COMMITTEE:

- That Donna Skoropado be promoted to Silver.
- That we apply to NZB for Avenal Park Swiss Pairs to be an 8B tournament.
- That we look at the Teams format.
- That we change 2 of the Open nights to Individual events.
- Mason special events that may impact our nights required for book.

Moved recommendations adopted: Karen Seconded: Jan Carried.

Dealing machine to go away – Jan will sort Monday
Lee and Karen will arrange the Trophy list.

Masonic Lodge (IMHBCT) Sub-Committee: Discussed having a joint open day next year where we could have bridge demonstrations.

Membership/Club Promotion: Rang SGHS and they could be interested in a lunchtime club.
Jane is going to start up a Facebook page to keep people in contact and informed.

Computer – Bridget and Cheryl to learn.

Health and Safety: Reminder that the incident book is in the kitchen and to please write down if anything happens.

GENERAL BUSINESS:

Signatories for Bank – this was discussed in the Treasurers report as above.

Meeting concluded at 9.25 p.m.

Next meeting Jan 2021

SIGNED AS A TRUE AND CORRECT RECORD

Signature : 
Invercargill Bridge Club President

Date: 13.1.21

MATCH COMMITTEE MINUTES

Friday 13th November 2020

Present: Geoff Eyles, Sue Scott, Lee Davies, Karen Palmer-Hall, Jill McMeeking, Greg Buzzard.

Apologies: Nil

Tournaments:

Rowena- Jackson Swiss Pairs.

Currently 26 pairs entered, 13 tables.

Stewart Strang is Director with Moss as Supervisor if required.

Format discussed and agreed on 7 rounds of 8 boards as per 2019.

50 mins per round. 3 rounds then lunch approx at 1pm with 45 min max break. 15 min break about 3.45pm. Finish around 6pm.

Bev and 2 Barbara's organised with food throughout the day.

Fred will cover the bar.

Funds: Table fees: \$1300

Sponsor : \$400

Expenses: A points : \$227.24

Catering: \$200

Director: \$150

Prizes: Open 1st \$60

2nd \$50

3rd \$40

4th \$30

Intermediate: 1st \$50

2nd \$40

MATCH COMMITTEE MINUTES

3rd \$30

Junior: 1st \$40

2nd \$30

Appeals committee for event Greg, Moss, Anne, Harry and Jan B

Directors:

Harry and Marilyn not willing to direct in block pattern for 2021.

Request for Promotion: E-mail received from Donna Skoropada for consideration for promotion to Silver Division. Discussion ensued and recommendation to committee that we accept this request.

Meeting Closed: 6.58pm

Next meeting: Monday 16th November 6.15pm