

Committee meeting of the Invercargill Contract Bridge Club Wednesday 20th October 2021, 7.00pm.

Minutes

Present

Cheryl Foley, Judith Lawton, Sue Scott, Bev Flint, Lee Davies, Lindsay Glover, Karen Palmer-Hall, Megan Dowd, Jan Brown, Janice Hodson, Greg Buzzard, Barbara Martin

APOLOGIES:

Anne Somerville, Jane Carroll

Apologies Accepted Moved: Lee Seconded: Karen

Sue thanked everyone for attending the meeting. Big thanks to Lee, Barbara and Bev for all their work during the year.

MINUTES:

Take off the asterix on a couple of items from last meeting as they weren't discussed in General Business also take off discussion point on #19.

Confirmation of Minutes of committee meeting 22nd September 2021

Moved: Bev

Seconded: Janice

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

INWARDS:

1. 22/9/2021 Email from Grant Milne re bar and kitchen restrictions
2. 23/9/2021 Cushla Broughton email – saying lovely gift from Aileen Vial
3. 23/9/2021 ICC invoice and acknowledgement for Karens bar licence.
4. 23/9/2021 Email from Judith re Alan says the masonic trust is sending the grant they received for their portion of the doors and cameras to our bank account and FC will bill us for the full amount.....their grant plus our portion of the cameras and door
5. 24/9/2021 Bridge Podcast link fixed
6. 24/9/2021 Janet Thomas email bounced
7. 24/9/2021 D Mcstay email bounced
8. 24/9/2021 Gregs notes from NZ Bridge Annual meeting 24/9/2021 **
9. 25/9/2021 Info re Gold Coast Congress 2022
10. 26/9/2021 Gore Bridge Tournament 9/10/2021
11. 26/9/2021 email from Anne – re her nomination as Treasurer
12. 27/9/2021 Apology from Anne Wards for AGM
13. 27/9/2021 Email from Sue to update the nominations forms to 26/10/2021
14. 28/9/2021 Price increase for Thank you payroll **
15. 29/9/2021, 6/10/2021 The Bridge Zone radio show
16. 29/9/2021 NZ Bridge – Regulations & Directing Newsletter
17. 30/9/2021 NZ Bridge Covid Advisory
18. 30/9/2021 Email from Murray Wiggins re Club Director exam concerns **
19. 1/10/2021 ICC Deadlines for special licences
20. 3/10/2021 Updated Baden Wilson, Rank Reports and all time Masterpoint earners
21. 4/10/2021 Southland App **
22. 4/10/2021 The Otago Southland Regional Committee are happy to confirm that the Invercargill club will host the SI teams event in 2022.
23. 4/10/2021 email from Carole Bee re #22

24. 4/10/2021 Flyer for NI teams
25. 4/10/2021 NZ Bridge Covid advisory
26. 5/10/2021 From Judith Winners of the club tournament on Oct 2, 2021 **Diane Hayward and Margaret Hogan.**
27. 5/10/2021 Gore cancelled their 9/10/2021 tournament
28. 5/10/2021 Colins resignation as Room Hire convenor
29. 6/10/2021 West Otago tournament cancelled 17/10/2021
30. 7/10/2021 Carol Singh asked for copy of directors exams (passed to Judith)
31. 7/10/2021 Kath Scott NZB tfr to archive
32. 11/10/2021 ICC club liccnce renewal update **
33. 12/10/2021 Hamilton Congress 15A Open Teams 24 – 25/10/2021 & poster
34. 13/10/2021 Sign Solutions Quote **
35. 16/10/2021 Photo from Judith for Website of Tournament Directors exam weekend
36. 18/10/2021 Babich Wines Pairs **
37. 19/10/2021 Eileen email saying she had complained to ICC re rabbits in the carpark
38. 19/10/2021 Anne struggling to find the invoices (AS and CF meeting 21/10/2021)
39. 20/10/2021 club transfer from 624 Queenstown Bridge Club to 615 Invercargill Bridge Club for 21002 - Lynn Darnill has been processed.

OUTWARDS:

1. Sues answer to #1 Inwards mail
2. 6/10/2021 Sues reply to thank Colin #28
3. 6/10/2021 Committees discussion re asking Members if they are vaccinated, and it was decided to go ahead and ask the members. **
4. 10/10/2021 – discussion re committee seeing all invoices before the meetings (see action item)
5. 16/10/2021 Judith reply to #30 above
6. 18/10/2021 Sue replied to NZ Bridge re vaccination numbers

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

Moved: Cheryl Seconded: Jan Carried.

FINANCIAL STATEMENT:

Notes from Treasurer - Working on the new playing cards. Paul Lavings is sending some samples as per Jill's request. These haven't arrived yet but once they have. Will put in an order.
 Debenture holder A Vial has been updated in the annual accounts
 Cashless system has been taken up by a few clubs I have contact with. See action point.
 Auditor has reviewed and has picked up a few things, so Anne is fixing those. Judith has checked that the heat pumps are owned by the Bridge club, and that will need to be put into the accounts.

Treasurer report accepted with Accounts Payable of \$1,013.20 . No P&L provided.

Moved: Greg Seconded: Judith Carried.

MATTERS ARISING

Action Point	Who is doing	Actioned Y or No	Comment
Security Cameras	Judith	Y	It was moved that security cameras are put

			<p>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. Masons to be advised at next meeting. June Update – Quote for 3 Cameras - \$1,338.00 July Update – Sue followed up with Freemasons but hasn't heard back yet. September – Cameras are all installed now. Sue has access to be able to look at the footage via the app. Judith will get signage to show that security cameras are operating – Actioned October 21 – The Freemasons are aware of the cameras. Sue looked up the cameras and couldn't get in. Foveaux have now updated so that a Microsoft update won't affect them again. Coffee Club had an incident and may contact Sue. NFA</p>
ICC re land lease	Greg		<p>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. 16/6 – Still with ICC. July update – Because of the valuation our rates will increase from \$623 to \$6k. Valuer said it could be reasonable but we should write to ICC. Judith moved that a letter is written to the ICC. Seconded by Jan. Greg will write a letter and also talk to the other clubs along the reserve we are on. August update – Greg has sent a letter (see outwards mail), Greg will follow up with ICC. Judith had discussed the Pipe Band that are also arguing with the ICC. Greg, Judith & Jane will make contact with others in the same area. Better to have a united front. Sept Update – Table Tennis has not had an increase. Oct update – Greg & Judith met ICC last Friday. We suggested that the increase is paid incrementally over 7 years, and a price review after 7 years, as it is a 21 year lease. ICC are to come back with options. Because the negotiations are ongoing – the bar licence can still be processed as normal.</p>
Cashless system	Anne	Keep on action list to discuss.	<p>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. Update Oct 21 – aiming to implement 2022.</p>
Investigate the correct place to have all the Member contact details	Jan	Ongoing	<p>Compass database will be the source of truth, and we will need an email list updated. Jan to</p>

			get the 3 different lists and check where the differences are. Aim to be up to date for the AGM. Send Jan #20 (actioned 24/10/2021)
New Ventilation fan	IMHBCT		Quote was accepted for Foveaux Communication for installation. September – Installed, instructions required – will have a demo later.
Pamphlet to promote Bridge for new year			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.
Karen to do her bar licence	Karen		Karen has booked in for the 2 day course to complete the licence. September Update – another assessment & police interview. October – All done and completed, Anne has invoice. NFA.
Pothole in Carpark – Judith will go to ICC.	Judith/Cheryl		Cones have been put up around the pothole, and is chasing the ICC. Waiting from ICC <i>August update – Someone is moving the cones – not sure who that is. Put a note up when we go back</i> Sept – One cone has gone missing. ICC hasn't returned calls. Cheryl to ask if SouthRoads can give a quote.
Ailine Vials Debenture This debenture has been donated back to the club. Judith suggested we put something in the garden	Sue	Y	There was a comment that we hadn't done this before for a donation. The committee all agreed we would get something in this instance. Bev will talk to Nola about a dried flower display. We have vases we will be able to use. Letter to be sent to family (Cheryl) August Update – Dried flower arrangement has been made up, and is very nice Sept – Sue will thank Nola in the next newsletter – Actioned. NFA
Using On-line Booking (may need to help people with this).	All	Y	FYI – help given when required. August update Otago bridge is sending out instructions – and Judith suggested we put it on the website. Pass to Deirdre and she will put up under resources. <i>(Sue will check its there)</i> NFA
We need to remove the sticky/germy cards.	Sue/Anne	Y	August Update – Order new cards and then we can get rid of the cards. Karen will check with Diana at ToyWorld and see if she has access to a source. Otherwise Anne will organise. (Sue emailing Anne) Put the sticky cards down to Board 30. NFA
Graffiti	Terry W	Y	Will do for us when he is able to. NFA
Opportunity to Host/Run Regional & SI Events		NFA	Yes, club would like to host – 27/8/2022.
Club and Tournament Director assessments	Judith		Jan, Yvonne, Craig, Harry, Marilyn, Stewart Strang and people from Queenstown, Christchurch and Wanaka are registered.

			Chase up if anything is required for the course. October – Went all weekend. Well done to Judith for organising it all.
Debenture holder to be updated in End of Year accounts to show Aileen is no longer a debenture holder.	Anne	Y	
Printout of how to do the NZ Bridge administrator	Sue	Y	Pass to person doing this – Jan. NFA
Club Tournament 2/10/2021 – Level 2	Sue will send an email	Y	Bring a plate, it will be divided out in the kitchen and all tables will get an assortment – Jan will see if Miriam can work. There will be meat for prizes. October – There were 2 people that weren't Invercargill members. It was a good night and well supported. NFA.
Fridays	Judith	Y	Lee will look after Friday bridge with regards to level 2 and the kitchen. Anne Smith has played 7 times and should become a member, and also Muriel. Judith will chase this up.
Club Hire Bookings 14/11/2021 & 20/11/2021			Discussed that it was OK to continue to hire at level 2 as long as all restrictions are adhered to. Office to be locked.
Notice of AGM – needs put up on White Board Date is 3/11/2021	Sue/ Cheryl	Done	
Thank you & flowers at the AGM for Yvonne	Sue		
Nomination forms put out	Cheryl	Done	
Honararia Payments made	Anne	Done	
Nominations for Committee	All		
Sign Solutions Quote	Lindsay		It was moved to get another proof with Bridge club 1 st on sign, 2 nd option with Invercargill Masonic Centre, and royal blue background for Masons. Then get approval from both committees, and OK the quote. Moved Jan, Seconded Lee. Price is approx. \$767
DropBox for invoice copies	Cheryl		Cheryl will talk to Jane about the easiest way for everyone to see all the invoices
Power bill not in the monthly accounts	Anne		
Colin Thomas is resigning as Booking Convenor	Committ ee		Will discuss his replacement after the AGM
Spreadsheet of Nominations to be put up on Whiteboard	Cheryl		

SUB-COMMITTEES REPORTS – Including ongoing matters:

Bar: Some of the red wine was off, but it was cheap, so all good.

Property & Masonic Lodge (IMHBCT) Sub-Committee: Meeting with Masons was last week. Masons are having things like quiz nights ets, and Bridge Club will be invited. Maybe a trophy up for grabs between the 2 clubs.

House:

Match: See report

Membership/Club Promotion:

Computer:

Health and Safety:

Constitution Sub-committee:

O/S Regional committee: Novices that go to Congress – they will have their entry fee paid for by O/S. Regional Tournament is to be held 16/1/2022.

GENERAL BUSINESS:

- #8 Greg discussed the AGM notes. Re the Directors exam concerns – Greg spoke to Murray Wiggins, who is thinking through the concerns. Bridge numbers are up 10% but directors numbers are down. Sue discussed the directors exams that were held in Invercargill at the weekend, that Directors ruling is correct at the time, according to their knowledge. Also discussed cancelling tournaments, and there is more information on the website.
- Linen Service – to do tea towels and table cloths. Tea towels aren't really the problem, it's the creased table cloths. Karen will talk to laundry at SouthCity.
- Consideration for those being invited or applying to go up from silver reserve to silver so these members continue playing regularly on a Monday – this was discussed. Reminder to look after the new Silver players, and be positive and welcoming to players moving divisions. Bevs feeling is that if someone writes into move up, they should be allowed to, but there are certain targets that they must meet as set by the committee.
- Prize Giving/ End of Year – December 10th. We will discuss next meeting.
- Volunteers night – Maybe it will be better to have prize giving and Volunteers night all on a Sunday, and all together, with game of cards afterwards.
- Babich Pairs - #36 Winton are holding the heat and Invercargill are OK to play there. CF will reply (CF done 24/10/2021)
- Bar licence renewal - #32 this is going through as normal
- Convenors for next year – Sue has some names for this
- Outwards #3 Sue has passed onto NZ bridge our figures of vaccinated members.
- Wooden boards are hard to write on – committee feels they are fine. NFA.

Meeting concluded at 9.25 pm. Next meeting 17 November 2021.
AGM being held 3/11/2021

SIGNED AS A TRUE AND CORRECT RECORD

Signature : 
Invercargill Bridge Club President

Date: 20.10.21