

Committee meeting of the Invercargill Contract Bridge Club Wednesday 12th January 2022, 7.00pm.

Minutes

Present

Cheryl Foley, Judith Lawton, Sue Scott, Karen Palmer-Hall, Jan Brown, Janice Hodson, Chris McDonald, Greg Buzzard, Jane Carroll, Lindsay Glover

APOLOGIES:

Anne Somerville, Megan Dowd

Apologies Accepted Moved: Judith Seconded: Greg

MINUTES:


Confirmation of Minutes of committee meeting 24th November 2021

Moved: Karen

Seconded Janice

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

INWARDS:

1. 24/11/21 ICC Lease confirmation letter
 2. 25/11/21 Invoice for payment of Bar Managers licence (Paid NFA)
 3. 26/11/21 Discussion regarding Water heater in kitchen (various emails) – see action items
 4. 29/11/2021 Covid subsidy for cleaner to be applied to next Masons invoice
 5. 29/11/2021 NZ Bridge covid advisory
 6. 29/11/2021 Flyer for 2022 SI pairs ChCH
 7. 30/11/2021 Email from Anne Sommerville re Vax passports mandatory. **(this is all sorted)**
 8. 30/11/2021 Simon Greig resignation
 9. 1/12/2021 Reminder to file latest financial statements (done 10/12/2021 NFA)
 10. 1/12/2021 NZ Bridge Clarification of 1m distancing
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11. 1/12/2021 NZ Bridge new brand launch
 12. 1/12/2021 Note from Alan re Mandatory vax
 13. 1/12/2021 OSRC request for our new details of committee
 14. 2/12/2021 Karens Bar Manager certificate (CF – filed under Bar in the filing cabinet, and a copy in the bar)
 15. 3/12/2021 NZ Bridge – further Covid advisory
 16. 6/12/2021 Anne Wards unable to be convenor Doris Hannam *
 17. 6/12/2021 OSRC – Rules for Rubber Bridge, and March competition (already on agenda) *
 18. 6/12/2021 11/12/2021 room hire proof of payment
 19. 8/12/2021 Action report from Building WOF **
 20. 8/12/2021 Building WOF
 21. 9/12/2021 ICC will now arrange for the new lease to be drafted. **
 22. 9/12/2021 Wellington Congress 23rd April
 23. 9/12/2021 Canterbury Holiday Pairs 2022
 24. 14/12/2021 ICC Information about Managers Certificate renewals
 25. 15/12/2021 Alan Baird querying Foveaux statement
 26. 17/12/2021 Various emails regarding payment of the December accounts

Info Tauranga Club	Re: Invercargill Club Reciprocal Partners - Hi Greg No problem Unfortunately you will need to contact Hotel on Devonport directly as we are two separate identities, Thank...	Jan 11
Greg Buzzard	RE: Invercargill Club Reciprocal Partners - Thanks Amy that's great and very quick. I have already booked accommodation for my holiday in Tauranga as the Club was 10k	Jan 11
Ray Curnow	Tournament withdrawal - Hello there This is hugely embarrassing, but Ellen and I have to withdraw from the tournament on Saturday for family reasons. I know this is the	Jan 11
robyn morton	re registration for Bridge lessons - Hello Jill, My name is Robyn Morton and I wish to register for bridge lessons starting on 15/2/22. My address is 237 Yarrow	
O/S Bridge Admin	Fwd: Taranaki Bridge Congress- Flyer - Bit more time up our sleeves for this one... Forwarded message From: Secretary <secretary@nzbridge.co.nz> Date: T...	Jan 9
O/S Bridge Admin	Fwd: FW: entry notice - My humble apologies that this has been languishing in the inbox and not forwarded sooner. My only hope is that your members that chase A point,	Jan 9
scotts28	meeting Wednesday - Hi Cheryl Happy New Year A few things to add to agenda for Wednesday's meeting O/S Swiss Pairs Rubber Bridge 16th Feb Notices Teams 2022 S...	Jan 9
O/S Bridge Admin	Tournament reminder - Happy New Year! Can you please share this flyer with your membership to support your region and the Invercargill Club.	
Jill McMeeking	Re: Dealing - Hi Shery now has a Covid passport so will remain on the dealing roster with Anita. Jill On Wed, Jan 6, 2022 at 1:51 PM Invercargill Bridge Club <nzbridge@...	Jan 6
Secretary	Levy & Masterpoint Charges Invoices - To Club Secretaries CC Regions & Regional Bridge Mates Hi everyone Just a note regarding the next run of invoices that will be en...	Jan 5
Alan McRae	Re: Tournament Ratings 2022 - Thanks Sue, What I thought, by the looks of it there is a update taking place at present. Cheers, Alan Get Outlook for Android From: Inverc...	Jan 4
meterinfo@canon.co	Meter Readings for 2PQ01261 - This is your NEW periodic customer meter reading request. Please click on the link below to take you to our new Meter Reading INPUT WE...	Jan 4
Alan McRae	RE: Tournament Ratings 2022 - Hi Sue, Just wondering where you find/locate the 2022 Tournament Ratings? Cheers, Alan Sent from Mail for Windows From: Invercargill ...	Jan 3
Judith Lawton	agenda items - Hi Cheryl Hi! Hope you're enjoying a sunshine break? While I remember things for the agenda Flyer: carpet/garden east of front door table cloth Replace...	Jan 2
Secretary	Year end Rollover and Reports - To Club Secretaries CC Regions & Regional Bridge Mates Hi everyone Happy New Year. This morning I have completed the end of year roll...	Jan 1
Secretary	Board meeting Minutes 2 Dec 2021 - To Club Secretaries CC Regions & Regional Bridge Mates Hi there A copy of the minutes for our meeting held 2 Dec 2021 are attach...	12/31/21
Rowana McNaught	Re: Your invoice from Invercargill Contract Bridge Club Inc - Kia ora and thank you. I wonder if my first name could please be changed to the correct spelling of Rowana. R...	12/29/21
Ken Smith	RE: subs - And merry Christmas to you too - thanks Anne. From: Invercargill Bridge Club <nzbridge@gmail.com> Sent: Thursday, 23 December 2021 11:47 am To: Ken Sm...	12/23/21
Ken Smith	RE: subs - Hi Anne, Just checked my bank account and looks like I never paid it. I must have been about to and then it got cancelled. Sorry about that. Will pay my subs no...	12/23/21
Ken Smith	subs - Hi, I think I am \$50 in credit from a cancelled tournament I paid for earlier in the year. Can that be offset against my subs? Cheers, Ken Smith	12/23/21
Secretary	Nomination form and Information- Board elections 2022 - To Club Secretaries CC Regions & Regional Bridge Mates Hi there Please see the attached regards Alister	12/21/21
Secretary	Nomination form and Information- Board elections 2022 - To Club Secretaries CC Regions & Regional Bridge Mates Hi there Please see the attached regards Alister	12/21/21
Invercargill Masons	Inv 0000000446 - Hi Annie I would like to clarify the invoice INV-0156 from Chris Pock. It is a Tax Invoice and the total is \$267, but then you added a further 15% for GST.	12/22/21
O/S Bridge Admin	Fwd: FYI - Wanaka Bridge Club - Hello again. This may be of interest to those of you travelling to Wanaka for the Xmas break, or any of your family that are. Our new Brid...	12/21/21
O/S Bridge Admin	OSRC - Introducing Sonya Adams - Regional Bridge Mate - Hi there - the Otago/Southland Regional Bridge Committee is delighted that NZ Bridge has employed Sonya Ad...	12/21/21
O/S Bridge Admin	Regional Offer for Otago/Southland Bridge players - Hi there - please share with your membership. NZB has a giveaway prize on Social media. Win a partnership or privat...	12/21/21
NZB	NZB Player Transfer - Hello 615 Invercargill Bridge Club. This automated email is to advise you that a club transfer from 615 Invercargill Bridge Club to Archive club for 51...	12/21/21
NZB	NZB Player Transfer - Hello 615 Invercargill Bridge Club. This automated email is to advise you that a club transfer from 615 Invercargill Bridge Club to Archive club for 39...	12/21/21
Secretary	Christmas Greetings from NZ Bridge - To all of our Clubs, Regional Committees, Regional Bridge Mates and Bridge Players.	12/21/21
NZB	NZB Player Transfer - Hello 615 Invercargill Bridge Club. This automated email is to advise you that a club transfer from 615 Invercargill Bridge Club to Archive club for 30...	12/20/21
NZB	NZB Player Transfer - Hello 615 Invercargill Bridge Club. This automated email is to advise you that a club transfer from 615 Invercargill Bridge Club to Archive club for 31...	12/20/21
ILT Group	ILT Group Update December 2021 - ILT Group Update December 2021. View this email in your browser. Kia ora, We trust that this finds you and your family well. This mess...	12/20/21
Denise Carter	Festival Pairs 2022 - To the Tournament Secretary I have attached a flyer for the Festival Pairs SA Tournament which is to be held at the Otago Bridge Club on the 30th Ja...	12/18/21
Judith Lawton	RE: monthly accounts - Looks okay to me Cheers, Judith Sent from my Galaxy - Original message From: Annie Somerville <hiscard@icmail.com> Date: 17/12/21	12/17/21
Greg Buzzard	RE: monthly accounts - Accounts OK for payment by me. From: Annie Somerville <hiscard@gmail.com> Sent: Friday, 17 December 2021 12:18 pm To: Jan Brown <jan.br...	12/17/21
Greg Buzzard	RE: monthly accounts - Hi Annie A couple of quotes - Lovings was for cards? Plumber was for kitchen new hot water unit? Foreaux for security cameras? Cheers Greg Fro...	12/17/21
Annie Somerville	monthly accounts - Hi All Let me know if you need any further information - will process on Monday cheers	12/17/21

OUTWARDS:

- 30/11/2021 – Advise club members that vax passport are required to play at club

2. 5/12/2021 Club Newsletter Dec 2021 from Sue
3. 9/12/2021 Letter to ICC accepting the lease terms

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

Moved: Cheryl Seconded: Karen Carried.

FINANCIAL STATEMENT:

Treasurer report accepted with Accounts Payable of \$3,877.01. P&L - \$ 15,671.43

Moved: Greg Seconded: Jane Carried.

MATTERS ARISING

Action Point	Who is doing	Actioned Y or No	Comment
ICC re land lease	Greg		<p>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> <p>Nov Update – Re #39 Letter from ICC. They are proposing that the rates are increased in increments over 7 years, and if we agree to this one they will remove the annual CPI increase. Moved by Judith that we take up the ICC's offer. 2nd Karen. 8 Yes votes, 1 No vote.</p> <p>Jan 22 update – letter of acceptance sent 9/12/2021. NFA</p>
Cashless system	Anne	Keep on action list to discuss.	Aiming to implement 2022. Jan 22 - Keep pushing the vouchers. All committee members can give out vouchers – Judith will show us how to do that.
Investigate the correct place to have all the Member contact details	Jan	Ongoing	Compass database will be the source of truth, and we will need an email list updated. Jan to get the 3 different lists and check where the differences are. This is completed (NFA). Judith will get contact details for Lyn Darnell.
Pamphlet to promote Bridge for new year	All		<p>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. Nov Update - Had quite a lot of people coming to lessons. Sue will do a newsletter soon and remind people of the lessons. Jan Update - Lessons start 15/2/2022 Currently 8 interested. Karen suggested that we chase up old members, people that had lessons and didn't come back. Judith/ Jane/ Karen will do chasing from about 5 years ago.</p>

Pothole in Carpark – Judith will go to ICC.	Judith		Now that lease is sorted Judith will ring ICC.
We need to remove the sticky/germy cards.	Anne		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. Anne moved that we get the ones \$4.00 a pack from Australia, 36 packs, Blue and Red. 2 nd by Jan. Carried. (NFA)
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. Nov Update – Lindsay had sent out another proof. Correct spelling of Centre. Invercargill Masons (not Southland). Bridge to use same font as the Masons side. Cheryl emailed Lindsay re changes.
GoogleDocs for invoice copies	Cheryl/Jane		Cheryl will talk to Jane about the easiest way for everyone to see all the invoices. Nov update - Anne will scan all the invoices to the committee in one go. Trial if for a few months. To be done about a week before the monthly meetings.
Booking Convenor	Chris		Need to let the Citizens Advice Bureau of new contact details. Everything in programme book , coffee clubs dates, travel club all needs to be put on planner.
Convenors for 2022	Judith		These are done (NFA)
File Annual Accounts	Sue		Done (NFA)
NZ Bridge minutes AGM held 19/10/2021			Discuss this January 2022. Nothing to discuss (NFA)
Ask for refund for GST penalty	Anne		Jan Update: To be checked again and request.
Xmas gift – Cleaner and Gardener	Judith		\$50 New World Vouchers (done NFA)
Collect keys from old members	Judith		Ongoing – will take off minutes Jan 22
Swiss Pairs 15/1/2022			Raffle, food etc to be organised (Match)
Carpet in foyer to be tightened	Judith		We could get new underlay as it has bunched up. Carpet Court quoted \$1200. That would be in the foyer. Sue & Judith will meet with Masons to see if they will pay half, and this will go forward.
Computer backup	Jan	On Tuesdays	Brigid ,Cheryl & Jane also to learn computer
Membership - Lyn Darnill is transferring to the Club, Jan is sorting the form out.	Judith		Anne Smith is to be chased up as she should become a member.(sorted NFA) The committee has looked at the membership and agreed on the correct grades – Lynn Darnill and Emma Strong – Silver Anne Smith – Silver Reserve

Hot Water unit – repair or upgrade – get Quote	Judith		Unit has been upgraded – just needs the tiles fixed. Judith will ask if there is someone that could do this.
Helper for Kitchen for tournament nights	All		Logan Foley has advised that she will do this. Cheryl will tell her what dates she will be doing.
Silver reserve asked to move up to Silver			Sherri Elton has been promoted (NFA)
Rubber bridge night 10/2/22.			There are instructions to send #17 in correspondence. Cheryl will send as well as a instruction sheet that Jan will pass to Cheryl. People to put names on the whiteboard. Geoff is happy to help.
Insurance may decrease with the addition of the security cameras	Sue		Will discuss with Freemasons
Camera in the kitchen is pointing at the bar, this may need to be moved. It was supposed to be in the bar. Check original quote	Sue		Sue has checked and we will leave camera where it is, as it looks into the bar. But it will be followed up as to why it wasn't put there originally. Sue has checked cameras and they aren't working properly on the app. Sue is meeting with Logan from Foveaux.

SUB-COMMITTEES REPORTS – Including ongoing matters:

Bar: Bar is all topped up now.

Property - Check with Grant that the cool air no longer needs to be used.

Masonic Lodge (IMHBCT) – Next meeting is next Tuesday.

House: Swiss Pairs this weekend was discussed.

Match: Swiss pairs all under control, Prizes are allocated according to Rating Points.

Membership/Club Promotion: Push Team and get people signing up for them.

Computer:

Health and Safety:

Constitution Sub-committee:

O/S Regional committee: Possible 20/3/2022 for Queenstown Conference.

GENERAL BUSINESS:

- Covid – We will be getting recommendations from Government, then NZ Bridge. Jan has the list of all

the passports.

- Social Events with Masons – put on yearly planner – will discuss at meeting Tuesday.
- Garden east of front door – this has been tidied up, It was moved that we should we get weed mat & Bark chips and get the gardener back to do this - Moved Karen Seconded Cheryl.
- Table cloths – there is candle grease on them – these will need to be laundered.
- Replacement cup/trophy for individual night It was moved that we accept a donation of a Lawton Family Trophy – Moved Cheryl Seconded Karen.
- Errors in book – We will get a list of the errors via Jan.
- Working bee for windows, cobwebs and general sort, throw & tidy up – organise for a window cleaner – Karen will get a quote. And will ask Freemasons to help with Working Bee.
- SPCA Fundraiser 12/2/22 – Will put a box out for donations. Committee will sort out this fundraiser.
- Security Callout – Chris had mentioned that alarm was going off when there was a room hire. Alarm is supposed to be turned off when rooms are hired, and alarm company to be advised. Can app be put on other peoples phones?
It was moved that we pay for the security people to attend a callout, after 11pm. Moved Jane. Seconded Judith. This was carried pending Freemasons approval.
Judith is getting Harrys phone number on Tritons List and checking that Chris is on now, rather than Colin. And will also check on callout cost.
- Holiday bridge – Match committee to discuss this. The JA Buchanan trophy will be retired.
- Action report from Building WOF – Reminder to sign the book
- Send a reminder that Bridge starts officially this week.
- Send the books out by the end of the 1st round of pairs. Sue will post.
- Handicaps – are these checked regularly? The computer works it out on Monday and Tuesday nights.

Meeting concluded at 9.28 pm. Next meeting 16 February 2022. (Since changed to 23 February 2022 7pm)

SIGNED AS A TRUE AND CORRECT RECORD

Signature : 
Invercargill Bridge Club President

Date: 24-2-22