

MINUTES OF THE MEETING OF THE TAIERI BRIDGE CLUB COMMITTEE HELD AT THE CLUB ROOMS AT 7.04 P.M. ON 13th APRIL 2021.

Present: Jen Macartney, Barbara Wilkes, Cathy Ferguson, Alan Lewthwaite, Joy Martin-Frew, Dawn Brieseman, Patsy Williams, Christine Samson

Apologies: Jenny Magee, John Aitcheson

Minutes of Meeting of 9th March 2021: Confirmed as a true and correct record by Barbara, seconded by Cathy.

Matters arising: GST – comment to change from 6 weeks to 6 months.

Tea Girl on Mondays – Shiann is going to continue. Put in newsletter again and advertise in Countdown and New World.

Correspondence: **Inwards**

Snail Mail:

Email:

Pat Chapple – requesting moving rights – (rec'd 13/04).

Oamaru Bridge Club – Flyer for Rding for the Disabled Charity Tournament – 16/05, (rec'd 12/04).

Vodafone - \$84.55 – (rec'd 12/04).

O/S Bridge Admin - NZ Bridge has approved a change of date for Te Anau Open Pairs 8B Tournament to 3 July – (rec'd 08/04).

O/S Bridge Admin – Media Promotion specs – must take photos of winners of A or B tournaments – (rec'd 08/04).

O/S Bridge Admin – Flyer for Wellington Regional 15A Team – (rec'd 08/04).

O/S Bridge Admin – Flyer for Canterbury Congress on 15/05 – (rec'd 08/04).

O/S Bridge Admin – information on who our administrator is to make membership changes, plus Quick Start User guide – (rec'd 06/04).

O/S Bridge Admin – Flyer on Hawkes Bay Bridge Congress, Queens Birthday – (rec'd 06/04).

O/S Bridge Admin – updated incorrect email address. They would like replies to their emails – even if it is nil (rec'd 05/04).

Otago Southland Regional Committee - Lynne Fegan – wanting to know as Jude has moved from Otago Club if she should update the Taieri's Director list on the Otago/Southland website (rec'd 05/04).

Otago Southland Regional Committee- instructions on how to enter tournaments as they are all part of NZ Bridge website – (rec'd 04/04).

Ricoh – Statement – (rec'd 01/04).

NZ Bridge – Board elections – 4 candidates – voted in Karen Martelletti, John Skipper, Anna Kalma and Sam Coutts – (rec'd 31/03).

NZ Bridge – link to latest podcast – (rec'd 31/03).

Pam Hill – resignation – (re'd 31/03).

Jude Hinton – entry for Fun night – (rec'd 30/03).

NZ Bridge – announcement of NZ team members – (rec'd 30/03).

O/S Bridge – reply to my request to update my phone number – (rec'd 28/03).

Jen Macartney – entry form for Otago Bridge Charity Event – 18 April – (rec'd 27/03).

Mercury – updates on power outages – (rec'd 25/03).

HNB Publishing – bridge books on Declarer Play: Break out of the Pack, and Defense: Break out of the Pack. Both books written by Danny Roth – cost \$24.50 for 2 books combines. - (rec'd 25/03).

NZ Bridge – link to latest podcast – (rec'd 24/03).

Ricoh - \$82.19 – (rec'd 23/03).

Christine Samson – poster to print for Easter Fun night – (rec'd 22/03).

Mercury - \$293.89 – (rec'd 22/03).

NZ Bridge – next levy invoices will be run on 15/04. (Rec'd 21/03).

Xero - \$69.00 – (rec'd 21/03).

NZ Bridge – Quick reference guides for directors – (rec'd 20/03).

NZ Bridge – link to latest podcast – (rec'd 18/03).

NZ Bridge – info on Directors exams in May – (rec'd 17/03).

E C Shaw Plumbers Ltd - \$91.23 – (rec'd 15/03).

Outwards: -

Letter of acceptance to Marie Kean.

Acceptance of correspondence moved by Barbara and seconded by Christine.

Treasurer's Report:

The treasurer's report for April is attached.

Accounts to pay:	
Mercury	\$ 264.50
Ricoh	\$ 82.19
Vodafone - estimate	\$ 84.55
Wages	\$ 157.81
PAYE	\$ 57.75
Bonus Saver	\$ 200.00
	\$ 846.80
Paid since last meeting	
Jenny Magee	\$ 7.91
Joy Martin-Frew	\$ 82.04
E C Shaw Ltd	\$ 91.23
Xero	\$ 69.00
NZ Post	\$ 205.00
	\$ 455.18

Accounts to pay:
Top up of kitchen account.
Christine Samson \$14.58

Approval of the accounts payable and acceptance of Treasurers report moved by Cathy and seconded by Patsy.

Committee Reports:

- Building:** Cleaners job description – updated after discussion. Cleaner now has employment contract, June is very happy, likes the new vacuum cleaner, likes the pay increase but the new tax code means she gets a bit less than before. She doesn't clear away the rubbish. Will ask her to replenish toilet rolls in toilets.
- Bar:** Pricing structure of the bar – discussed. Christine moved that the prices stay the same, seconded by Alan. It should be reviewed annually after the AGM.
- Stationery Supplies:** Paper cups, printer cartridge to be reimbursed to Cathy.
- Kitchen:** Kitchen steriliser – cups to be rinsed before putting in the steriliser. Change the instructions for dishwashing.
Robert Cowan to donate a new rack.
Fridge needs defrosting.
- Cards Sent:** none
- Membership:** 2 people outstanding in fees. Sue Macaulay to be removed from database.
- Programme:** Charity Tournament – 2nd May. Barbara to direct. Reasonable raffle prizes to be requested from members. Cathy to ask Wal's for plants, Jen to email Jo from New World. We will use \$50 New World for boxes of chocolates (journal to be done to reflect money into advertising). Agora Butchery to be asked for prizes by Alan. Jen to ask The Warehouse. Patsy to buy some plants for raffles. Barbara to email Hospice to confirm the date and that they will provide afternoon tea and people to serve it up.
Fun Night Costs – this is a subsidised event by about \$70.00 from money collected on the night but this is partially offset by no costs for tea girl and extra income from bar takings. Agreed to continue on at this cost.
Sitting or moving rights – just a reminder that members to apply for it. Other than that members should be reminded that it is in our rules that the coin should be tossed for position rights at the table. If you win the toss then you must sit North/South.
A reminder that calling the cards in dummy's hands is part of the official bridge rules – very rarely done at our club. Reminder to be put in the newsletter.
Taieri Open 8B Tournament – made \$182.00 profit. No additional bridge tab licenses were required. Only 18 pairs entered which is a lot less than previous years. There was a back-up pair but due to a late withdrawal that was picked up there was an odd number of pairs. Cost was \$25.00 per person.
Updating the Howell folder - Christine will update it to make it more usable with the new Howell instructions.

Lessons:

8 new people attending currently attending lessons and a couple from last year attending for refreshing. Need to follow up on old new members from last year why they are not attending – John Aitcheson.

Refresher course – mid winter. Dawn to ask Kristen if she could do some refresher course. After meeting it was confirmed for 11th and 16th July. Topics to be confirmed.

Computers:

Some of us would like additional training on solving problems arising from the tablets – especially when they don't come up with the "Start" button right at the start. Will ask Jude ways to have seamless starting.

Health & Safety:

Nothing to report.

General Business:

Bridge Pads – no reply from Otago Bridge Club - new email has been sent by Barbara to follow up.

Rubbish – someone to take responsibility. Joy will do the recycle bin. Rubbish to get rid of on a Monday – Cathy, Patsy, Barbara to do rolling rotation.

Tea Towels – responsibility of washing them and the table cloths. Patsy to do.

Table money cards – business cards. Idea of price of business cards. Pay online – pay for 9 and get 10 tickets. To be investigated further. Find out possible cost of printing business cards – say 1000.

The keeping of paper records or scores – is it necessary? Checking with Otago and will follow their lead

Need a roster to help tea girl each week.

Garden – we need to notify of any special plants. Work in progress with planting.

Lighting – noted to be very bad. I'll write to DCC for lighting.

Meeting closed at 9.04pm. The next meeting date will be 11 May 2021. (Apologies from Joy and Dawn).

Action List

August 2021

- Mercury power bill contract to come to an end.
- Look at advertising for bidding pads

Cash Summary
Taieri Bridge Club
For the month ended 31 March 2021
Including GST

	Mar 2021	YTD Actual
Income		
Advertising Income	\$0.00	\$603.75
Bar Sales	\$247.00	\$1,696.50
Building Hire	\$0.00	\$330.00
Interest Earned	\$17.02	\$537.95
Lesson Income	\$355.00	\$565.00
Rent	\$0.00	\$845.00
Subscriptions	\$216.00	\$6,311.75
Sundry Income	\$0.00	\$1,040.05
Table Money	\$1,985.00	\$10,230.00
Tournament Income	\$350.00	\$765.00
Total Income	\$3,170.02	\$22,925.00
Less Operating Expenses		
Accounting Software	\$138.00	\$483.00
Bank Fees	\$0.00	\$1.50
Bar Purchases	\$123.79	\$905.19
Cleaning Sundry	\$0.00	\$279.30
Cleaning Wages	\$160.00	\$1,200.00
Electricity	\$586.35	\$2,008.00
Kitchen Expenses	\$96.88	\$484.73
Lesson Advertising	\$507.84	\$550.83
Lesson Tutor	\$750.00	\$900.00
Levies & Charges	\$0.00	\$1,639.67
Office Expenses	\$281.36	\$1,496.29
Playing Materials	\$25.85	\$458.45
Prizes & Engraving	\$0.00	\$348.20
Property Expenses	\$125.21	\$125.21
Reimbursements	\$0.00	\$1,050.00
Sundry Expenses	\$0.00	\$1,727.23
Supper Expenses	\$280.00	\$1,380.09
Telephone & Internet	\$83.38	\$387.68
Tournament Expenses	\$89.95	\$320.49
Water Rates	\$51.55	\$157.82
GST	\$1,309.33	\$630.07
PAYE Payable	\$0.00	-\$1.00
Rounding	\$0.00	-\$1.00
Total Operating Expenses	\$4,609.49	\$16,531.75
Operating Surplus (Deficit)	-\$1,439.47	\$6,393.25
Net Cash Movement	-\$1,439.47	\$6,393.25
Summary		
Opening Balance	\$72,259.48	\$64,426.76
Plus Net Cash Movement	-\$1,439.47	\$6,393.25
Closing Balance	\$70,820.01	\$70,820.01

Profit and Loss

Taieri Bridge Club

For the month ended 31 March 2021

Account	Mar 2021	YTD
Trading Income		
Advertising Income	0.00	525.00
Bar Sales	214.78	1,475.22
Building Hire	0.00	286.96
Interest Earned	17.02	537.95
Lesson Income	269.56	452.17
Rent	456.51	1,191.28
Subscriptions	(99.13)	5,651.78
Sundry Income	0.00	904.38
Table Money	1,726.09	8,895.67
Tournament Income	304.35	665.22
Total Trading Income	2,889.18	20,585.63
Gross Profit	2,889.18	20,585.63
Operating Expenses		
Accounting Software	60.00	420.00
Bank Fees	0.00	1.50
Bar Purchases	107.64	787.14
Cleaning Sundry	0.00	242.87
Cleaning Wages	160.00	1,200.00
Depreciation	521.12	3,647.78
Electricity	241.13	1,746.08
Kitchen Expenses	84.26	421.53
Lesson Advertising	441.60	478.98
Lesson Tutor	750.00	880.43
Levies & Charges	0.00	1,425.80
Office Expenses	244.66	1,330.47
Playing Materials	22.48	398.65
Prizes & Engraving	0.00	302.78
Property Expenses	108.88	108.88
Reimbursements	0.00	913.05
Sundry Expenses	0.00	1,643.72
Supper Expenses	280.00	1,372.25
Telephone & Internet	72.50	337.11
Tournament Expenses	78.22	278.69
Water Rates	44.83	137.24
Total Operating Expenses	3,217.32	18,074.95
Net Profit	(328.14)	2,510.68

Balance Sheet

Taieri Bridge Club
As at 31 March 2021

Account	31 Mar 2021
Assets	
Bank	
Cheque Account	5,703.14
Cheque Account (Kitchen)	253.64
Prudent Res - Carpet	21,020.83
Prudent Res - Heating 2	28,402.54
Prudent Res - Roofing	15,439.86
Total Bank	70,820.01
Current Assets	
Accounts Receivable	668.00
Bar Stock	536.76
Cash Float	80.00
Total Current Assets	1,284.76
Fixed Assets	
Buildings	149,996.00
Less Acc Depn on Buildings	(102,617.19)
Less Acc Depn on Plant & Equipmen	(52,081.45)
Plant & Equipment	55,776.22
Total Fixed Assets	51,073.58
Total Assets	123,178.35
Liabilities	
Current Liabilities	
GST	560.67
PAYE Payable	31.22
Rounding	1.00
Total Current Liabilities	592.89
Total Liabilities	592.89
Net Assets	122,585.46
Equity	
Club Balance	120,074.78
Current Year Earnings	2,510.68
Total Equity	122,585.46