

MINUTES OF THE MEETING OF THE TAIERI BRIDGE CLUB COMMITTEE HELD AT THE CLUB ROOMS AT 6.00 P.M. ON 12th APRIL 2022.

Present: Jen Macartney, Barbara Wilkes, Robert Cowan, Marie Kean, Avril Power, Bob Gillanders, Merv Muir, Mavis Hastie, Jenni Wright,

Apologies: Jenny Magee, Carol Morgan Adler,

Minutes of Meeting of 8th March 2022:

Barbara moved that the minutes are true and correct, seconded by Merv.

Matters arising: Nil

Correspondence: **Inwards**

Snail Mail:

Email:

Lisa Harkness – email on bridge etiquette – (rec'd 12/4)

NZ Bridge - Marketing materials including hard copies of learners lesson material in A4 booklet, player levy exemption for new players from 1st May for 12 months, bumper stickers for cars, system cards – (rec'd 11/4).

Vodafone - \$98.89 – extra \$8.69 + GST for home phone with National Calling – (rec'd 11/4).

Lyn McLaren – wanting to join lessons – (rec'd 8/4).

O/S Bridge Admin – Flyer for Wellington Regional Congress – (rec'd 8/4).

Wanaka Bridge Club – change of tournament from online to face to face – (rec'd 8/4).

Sorry Partner – latest episode – (rec'd 7/4).

Southern Hospitality – invoice reminder \$138.69 – (rec'd 06/04).

O/S Bridge Admin – flyer for Hokowhitu online Intermediate Pairs, Junior Tournament on 1/5 – (rec'd 6/4).

NZ Bridge – link to latest podcast – (rec'd 6/4).

NZ Bridge – Congress poster October – (rec'd 4/4).

OfficeMax – statement – (rec'd 4/4)

Ricoh Statement – (rec'd 2/4).

NZ Bridge – Rank reports – (rec'd ¼).

Sorry Partner – latest episode – (rec'd 31/3).

NZ Bridge – regulations for online bridge – (rec'd 30/3).

NZ Bridge – link to latest podcast – (rec'd 30/3).

OfficeMax - \$126.90 – for sugar sachets and paper – (rec'd 30/03).

NZ Bridge – Covid Advisory No. 26 – (rec'd 29/3).

Specific Design – reply to when handicaps are updated (end of each month) – (rec'd 28/3).

O/S Bridge – flyer for Hastings Junior Pairs 30/4, online- (rec'd 28/3).

Waitemata Bridge Club – flyer for 8B Tournament online – (rec'd 25/3).
Victoria Bridge Club – flyer for online tournament 10/4 – (rec'd 25/3).
IRD – letter re overdue payment – (rec'd 25/3).
Sorry Partner – latest episode – (rec'd 24/3).
O/S Bridge Admin – flyer for Hutt Bridge Club 3A Mixed Sex Pairs on 18/3 – (rec'd 23/3).
NZ Bridge – link to latest podcast – (rec'd 23/3).
Ricoh - \$64.12 – (rec'd 23/3).
NZ Bridge – Auckland Bridge Club fundraiser for Ukraine – (rec'd 22/3).
O/S Bridge Admin – Entry forms for trialists for inter provincial teams' competition – (rec'd 21/3).
NZ Bridge – Timaru Club flyer for South Canterbury Congress – (rec'd 21/3).
O/S Bridge Admin – Flyer for Tauranga Bridge Club 5A Open Teams – (rec'd 21/3).
Xero - \$53.48 – (rec'd 21/3).
John Swan Ltd - \$110.50 for engraving honours board – (rec'd 20/3).
Matamata Bridge Club – promoting tournament – (rec'd 19/03).
IRD – letter attached – (rec'd 19/3).
NZ Bridge – Newsletter from Chair – (rec'd 18/3).
Sorry Partner – latest podcast – (rec'd 17/3).
NZ Bridge – reminder that it's important to keep records up-to-date – (rec'd 17/3).
Mercury - \$281.87 due 28/4 – (rec'd 17/3).
O/S Bridge Admin – flyer for Easter Multigrade tournament – (rec'd 16/3).
O/S Bridge Admin – Flyer for Wellington Regional Bridge Online Tournament – (rec'd 16/3).
NZ Bridge – link to latest podcast – (rec'd 16/3).
Lyn Clark – email on thoughts of supper person wearing masks – (rec'd 16/3).
Jen replied to this email.
NZ Bridge – Board Minutes Jan 2022 – (rec'd 15/3).
Lyn Clark – email regarding mask wearing – (rec'd 15/3).
Jen replied to this email.

Acceptance of correspondence moved by Barbara and seconded by Avril.

Treasurer's Report:

The treasurer's report for April is attached.

Accounts to pay	
Mercury	\$ 253.68
Ricoh	\$ 64.12
Wages	\$ 126.81
PAYE	\$ 57.75
Vodafone	\$ 98.98
Simple Saver	\$ 200.00
Kitchen Account – Top up	\$ 300.00
Southern Hospitality	\$ 138.69
TOTAL	\$ 1,240.03

Paid since last meeting:

Xero	\$ 53.48
Jen Macartney	\$ 9.58
Vodafone	\$ 128.57
John Swan	\$ 110.50
OfficeMax	\$ 126.90
	\$ 429.03

Additional bill for Alan Lewthwaite \$38.48.

Approval of the accounts payable and acceptance of Treasurers report moved by Avril and seconded by Jen.

Committee Reports:

Building:

Kitchen Flooring – Jen had a phone call from Mosgiel Flooring asking if we had made a decision. We thought we were waiting for stock. They will come back to us..

Bar:

All fine

Stationery Supplies:

Paper has been purchased for system cards. Still need lock box for petty cash plus rubber bands (100 gms size 16).

Kitchen:

Patsy is away so if anything to be purchased see Jen.

Monthly top-up working well.

Cards Sent:

Card to family of Linda Withers. Get well card to Carol Adler Moore

Membership:

Janet Rutherford resignation given verbally.

Mew membership applications have been received and approved from Gillian Alexander, Eunan Cleary and Terry Evans

24th May and 31st May – mock up evening for learners.

Winter pairs competition – new pairs matched up with existing player

Programme:

Hospice Charity Tournament – May 1st. Some raffle tickets, need couple more baskets. (newsletter).

Easter Monday Fun Night. Flyer on the board. Marie is organising it. Jen will draw for optional partner. Must pay cash on the night.

5A Tournament 29th May – Lindsay directing. Judith to do the flyers.

Lessons:

16 members – all going well.

Computers:

Health & Safety:

General Business:

50th Anniversary. Christine happy to lead and would like a sub-committee. Jenni, Marie, Merv and Bob.

Barbara proposing that establishing a simplified complaints process be notified in the newsletter.

WHO TO GO TO IF YOU HAVE A COMPLAINT (about member behaviour, etiquette, etc)

1. Please approach the director on the night if appropriate.
2. If the director is not available then please approach the convenor of the session.
3. If this still isn't appropriate then please approach a member of the committee to pass on your concerns.
4. If this matter relates to the club in general then a letter/email to the committee will ensure your matter will be heard and replied to.

Meeting closed at 7.24 pm. The next meeting date will be 10th May at 6 o'clock.

Action List

Cash Summary
Taieri Bridge Club
For the month ended 31 March 2022
Including GST

	Mar 2022	YTD Actual
Income		
Advertising Income	\$0.00	\$736.25
Bar Sales	\$300.00	\$2,138.70
Interest Earned	\$8.74	\$78.24
Investment Interest	\$0.00	\$141.32
Lesson Income	\$530.00	\$530.00
Rent	\$0.00	\$900.00
Subscriptions	\$128.50	\$5,895.00
Sundry Income	\$8.63	\$1,233.63
Table Money	\$2,240.00	\$11,255.00
Total Income	\$3,215.87	\$22,908.14
Less Operating Expenses		
Accounting Software	\$106.96	\$512.34
Bank Fees	\$0.00	\$1.50
Bar Purchases	\$243.01	\$501.61
Cleaning Wages	\$230.00	\$1,426.00
Electricity	\$260.77	\$2,007.12
Kitchen Expenses	\$57.79	\$1,192.30
Lesson Advertising	\$0.00	\$100.60
Levies & Charges	\$0.00	\$1,551.81
Office Expenses	\$257.57	\$1,210.43
Playing Materials	\$0.00	\$1,095.75
Prizes & Engraving	\$110.50	\$455.50
Property Expenses	\$4,700.00	\$6,228.07
Reimbursements	\$0.00	\$1,150.00
Repairs and Maintenance	\$0.00	\$363.98
Sundry Expenses	\$0.00	\$1,470.00
Supper Expenses	\$280.00	\$1,430.00
Telephone & Internet	\$213.90	\$629.63
Water Rates	\$55.09	\$182.05
Cash Float	\$0.00	\$100.00
GST	\$656.33	\$1,102.06
PAYE Payable	-\$14.44	-\$15.44
Rounding	\$0.00	\$0.01
Total Operating Expenses	\$7,157.48	\$22,695.32
Operating Surplus (Deficit)	-\$3,941.61	\$212.82
Plus Non Operating Movements		
Plant & Equipment	\$0.00	-\$3,498.64
Total Non Operating Movemen	\$0.00	-\$3,498.64
Net Cash Movement	-\$3,941.61	-\$3,285.82

Profit and Loss

Taieri Bridge Club

For the month ended 31 March 2022

Account	Mar 2022	YTD
Trading Income		
Advertising Income	0.00	640.22
Bar Sales	260.87	1,812.78
Interest Earned	8.74	78.24
Investment Interest	0.00	141.32
Lesson Income	460.87	460.87
Rent	0.00	782.59
Subscriptions	(167.82)	5,125.92
Sundry Income	0.00	1,072.76
Table Money	1,947.89	9,300.26
Total Trading Income	2,510.55	19,414.96
Gross Profit	2,510.55	19,414.96
Operating Expenses		
Accounting Software	46.50	385.50
Bank Fees	0.00	1.50
Bar Purchases	211.31	436.18
Cleaning Wages	230.00	1,426.00
Depreciation	483.25	3,091.23
Electricity	220.59	1,965.92
Kitchen Expenses	50.27	1,036.82
Lesson Advertising	0.00	87.48
Levies & Charges	0.00	1,349.40
Office Expenses	361.40	1,248.02
Playing Materials	0.00	952.82
Prizes & Engraving	96.09	396.09
Property Expenses	4,700.00	6,028.75
Reimbursements	0.00	1,000.00
Repairs and Maintenance	0.00	316.50
Sundry Expenses	0.00	1,470.00
Supper Expenses	280.00	1,370.00
Telephone & Internet	111.80	547.52
Water Rates	0.00	158.30
Total Operating Expenses	6,791.21	23,268.03
Net Profit	(4,280.66)	(3,853.07)

Balance Sheet

Taieri Bridge Club
As at 31 March 2022

Account	31 Mar 2022
Assets	
Bank	
Cheque Account	5,211.39
Cheque Account (Kitchen)	199.33
Prudent Res - Carpet	18,768.23
Prudent Res - Heating 2	28,458.83
Prudent Res - Roofing	15,842.40
Total Bank	68,480.18
Current Assets	
Accounts Receivable	(10.50)
Bar Stock	553.06
Cash Float	180.00
Total Current Assets	722.56
Fixed Assets	
Buildings	149,996.00
Less Acc Depn on Buildings	(105,715.61)
Less Acc Depn on Plant & Equipmen	(54,347.53)
Plant & Equipment	58,818.51
Total Fixed Assets	48,751.37
Total Assets	117,954.11
Liabilities	
Current Liabilities	
Accounts Payable	444.70
GST	118.91
PAYE Payable	73.19
Rounding	(0.01)
Total Current Liabilities	636.79
Total Liabilities	636.79
Net Assets	117,317.32
Equity	
Club Balance	121,170.39
Current Year Earnings	(3,853.07)
Total Equity	117,317.32