

# MINUTES FOR THE MEETING OF THE TAIERI BRIDGE CLUB COMMITTEE HELD AT THE TAIERI BRIDGE CLUB AT 6.30 P.M. ON 12 AUGUST 2025.

**Present:** Marie Kean, Barbara Wilkes, Jen Macartney, Marg Auty, Jan Methers, Diane Paterson, Allan Dyer. Deirdre Bruce, Lyn McLaren.

**Apologies:**

**Minutes of Meeting of 08 July 2025:**

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

**Matters Arising:**

Fire extinguishers – in progress.

**Correspondence:**

**Inwards**

Snail Mail:

Email:

Waimate Bridge Club – Flyer for All Grades 8B Tournament on 07/09, entries close 03/09 – (rec'd 12/08).

NZ Bridge – Board Minutes from meeting 15/08 – (rec'd 12/08).

DCC – Statement – (rec'd 04/08).

O/S Bridge Admin – Flyer for Christchurch Mini Congress 20-21 Sept – (rec'd 04/08).

Jude Smeijers - \$1,156.92 for 6 Tablets, and \$612.64 for reconditioned computer – (rec'd 02/04) plus report on purchases – (rec'd 02/08).

Advance International Cleaning – Statement – (rec'd 01/08).

Brandwell Moller – Statement – (rec'd 01/08).

O/S Bridge Admin – Flyer for South Island Teams – 30/31 August, being held at Otago Bridge Club – (rec'd 31/07).

NZ Bridge – Flyer on Online Intermediate Lessons 3 Sundays starting 10/08 4-6 pm, or Tuesdays starting 12/08 7-9 pm. (rec'd 29/07).  
*Forwarded on to all members.*

Alexandra Bridge Club – Flyer for 5A Open teams on 07/09 – (rec'd 29/07).

Delta – wanting to replace meter – requesting us to make contact if we need a specific time as computers will be turned off – (rec'd 29/07). *Forwarded on to Marie. Meter now replaced.*

Shaw Plumbing - \$559.48 – to fix hot water problems – (rec'd 28/07).

Merv Muir – resignation from committee – (rec'd 28/07).

Sorry Partner – latest podcast – (rec'd 24/07).

NZ Bridge – Flyer for Loveblock NZ Wide Pairs to be held at our club rooms on 17/10 – (rec'd 24/07).

Mercury - \$365.75 due 28/08 – (rec'd 23/07).

Ricoh - \$72.66 – (rec'd 22/07).

GLI – quote for tablets to Jude – (rec'd 22/07).

Gisborne Contract Bridge Club – Flyer for Open 8B Pairs Tournament on 06/09 – (rec'd 21/07).

Xero - \$64.69 – (rec'd 21/07).

IRD – reminder about payment due – (rec'd 19/07).

NZ Amateur Sport Association – request for survey to be completed – (rec'd 18/07).

Bruce Wood – request for table cards – (rec'd 18/07).

Victoria Bridge Club – Flyer for Intermediate and Junior Tournament on 14/09 – (rec'd 17/07).

NZ Bridge – Draft minutes AGM 14/06 – (rec'd 17/07).

NZ Bridge – latest newsletter from the Chair – (rec'd 17/07).  
*Forwarded on to all members.*

Invercargill Bridge Club – Flyer for Intermediate and Junior 5B Tournament 23/08 – (rec'd 17/07).

NZ Bridge – Board minutes from 13/06 – (rec'd 16/07).

NZ Bridge – Flyer for North Island Pairs on 2/3 Aug – (rec'd 16/07).

NZ Bridge – info about Intermediate lesson – (rec'd 16/07).

Brandwell Moller - \$36.25 – (rec'd 16/07).

Dianne Lowry – happy to help with card dealing – (rec'd 15/07).  
*Forwarded on to Christine Samson.*

NZ Bridge - \$655.50 – membership levies – (rec'd 15/07).

NZ Bridge – \$668.61 – session levies – (rec'd 15/07).

Oamaru Bridge Club – Flyers for Oamaru Intermediate 5B Tournament and Oamaru Junior 3B Tournament – both on 17/08 – (rec'd 14/07).

NZ Bridge – Discussion paper: Masterpoint Ranks and Grades. Looking for feedback on introducing two grades above emerald, the adjustment of gap between ranks, and how ranks might affect eligibility for graded tournaments with <50 A points, with rank of Local Master and therefore intermediate in grade and with 20+ stars be eligible to enter intermediate tournaments. – (rec'd 14/07).

Robert Cowan – not intending to invoice club for tutoring lessons – (rec'd 13/07).

Christine Samson – looking for expressions of interest for people to do card dealing for 2026 – (rec'd 12/07). *Forwarded on to Diane to put in newsletter.*

Xero – increase in price to \$83.00 per month from 01/09 – (rec'd 30/09 *was in junk mail and so missed from last month's correspondence*).

NZ Bridge – information on Loveblock NZ Wide Pairs – (rec'd 11/07).

One.nz - \$65.00 – (rec'd 10/07).

David Thompson – reply from Secretary email informing him our rooms are not available to rent – (rec'd 10/07).

NZ Bridge – newsletter from the Chair – (rec'd 09/07).

Christine Samson – comments on job description work Barbara is doing – (rec'd 08/07).

Winton Bridge Club – Flyer for Open 5A Pairs on 19/07 – (rec'd 08/07).

### Outwards:

Letters welcoming new members: Sue Abernethy and Heather Wilson.

Letter declining use of rooms to David Thompson.

Emails to Merv Chave and Sue Abernethy acknowledging their resignations.

Acceptance of correspondence moved by Barbara and seconded by Lyn.

### Treasurer's Report:

The treasurer's report for July is below.

ACCOUNTS TO PAY AUGUST 2025	
Mercury	\$ 365.75
Ricoh	\$ 72.66
Xero (July/August)	\$ 64.69
One.nz August payment	\$ 65.00
Wages - August	\$ 353.61
IRD PAYE - July	\$ 117.52
Simple Saver - August	\$ 200.00
NZ Bridge membership levies 1 July to 30 Sept	\$ 655.50
NZ Bridge Session Charges	\$ 668.61
Shaws Plumbing	\$ 559.48
Brandwell Moller	\$ 36.25
	<u>\$2,599.59</u>
Paid since last meeting	
Kitchen Account – Monthly Top up July	\$ 500.00
Kitchen account - bar payments	\$ 219.04
Kitchen account - kitchen payments	\$ 155.97
Kitchen account - microphone battery	\$ 17.85
Kitchen account - cards	\$ 10.00
Kitchen account - tournament catering	\$ 232.63
Kitchen account - Ella 30 June, 2 & 5 July	\$ 75.00
Kitchen account - Evelyn 7,9,12 July	\$ 75.00
AEC Security - battery check in April	\$ 201.25
ACC Levy	\$ 99.99
Judith Smeijers - reimburse computer and tablet	\$ 1,769.56
	<u>\$3,356.29</u>
Total approved	<u>\$ 5,955.88</u>

In July the club made a net loss of \$1,129.00. This is due to the payment for the ground rental from DCC. Overall, for the year to date, we have made a profit of around \$1,300.00.

The July tournament made a net loss of \$52.63 (gst inclusive). Catering costs have remained consistent in the range of \$5.00 to \$5.50 per person. This current loss is due to the higher than normal prize money paid. Committee agreed as a general consensus to spend about 1/3 of the total income allowed for prize giving for future tournaments.

Wages are now being paid through the IRD PAYE system for the teaperson. Thanks to Marie for overseeing payment of Ella and Evelyn during the time between appointment of teaperson.

Judith Smeijers has overseen the purchase of a new computer and new tablets for the club. As the committee had already approved the purchase these amounts have been reimbursed.

Approval of the accounts payable and acceptance of Treasurers report moved by Marg and seconded by Barbara.

## **Committee Reports**

### **Building:**

Noticeboards – progressing. Glue has now been purchased.

Merv doing monthly property checks – to see if he can continue to do this.

### **Bar:**

Stocktake to be held – Marg to liase with Val or Jan.

### **Stationery Supplies:**

### **Kitchen:**

### **Cards Sent:**

### **Membership:**

Verbal resignations from Merv Chave and Sue Abernethy.

### **Programme:**

Tournament update – 27<sup>th</sup> July. All went well and hot meal was provided. Plenty of helpers to help with serving of food.

August Charity Tournament 24/08 – Kristin to direct. People encouraged to come and bring something for the Foodbank. Vouchers received from New World. Johnsons are giving 4 boxes for raffles. 5 Raffles is enough. \$20.00 includes 1 set of raffles. 8 Spot prizes would be welcome.

Confirmation of Programme dates and tournament dates – Jen

- Proposed start Monday 12/01/26 and prize giving Monday 14/12/26.
- Hospice Charity to be 29<sup>th</sup> March – a few weeks – earlier dates – agreed by all.

Loveblock NZ (17/10)– remind Jude to complete questions as its not showing in NZ Bridge. \$10.00. Need to organise a bottle of wine for Lindsay.

Two quotes for programme books – Positive Print to print again for 2026 books. Advertising all organised. Purpose to be updated in programme book. Cost of adverts is the same as last year – to go up next year.

Partnership officer – just to be one person rather than 3. Lyn has offered to do this

Need to have members to check their phone numbers, email and addresses to be updated as well.

### **Learners**

### **Computers:**

Jude reports: a suitable refurbished computer plus display adaptor was purchased along with 6 tablets. The tablets are the same size that we currently use with a battery life from fully charged to 13 hours. Jude has to wait for Martin Oyston to complete the process.

### **Health & Safety:**

Issue with kitchen floor got very wet – possibly from the steriliser and the detergent. Detergent not to be used and now going to use white vinegar and water when washing the floor. To check and see if Pat Chapple would be our health and safety officer.

### **Privacy Matters:**

### **Interests Register:**

### **General Business:**

Future committee – looking for President, Allan to be Treasurer and at least 4 other new committee members. Jen, Jan, Diane, Barbara, Allan, Marie will all be staying on committee. Lyn would prefer to come off committee but still happy to be purchasing officer. Peta Smith is happy to come on to committee.

AGM Monday 13 October timeline:

- Charity Report (provisional) to be completed by Barb/Marg for auditor to check.
- Nominations to be received 15 working days before AGM – Monday 22/09. Consent to be an officer of the club to be completed to ensure that the nomination conforms.
- If any member of the club proposes a motion to be voted on at the AGM then this must be received in writing by 22/09.
- Any motions by the committee must be included in the Agenda. Must be formally agreed in committee minutes.
- Agenda to be sent out 29 September.
- Financials to be available by 6 October.

Do we need interim Vice President? Rules just say that if there is a vacancy this may be filled by a committee member until the end of the year – (rule 37.1). Marg proposes that Lyn becomes acting Vice President until the AGM, seconded by Barbara, agreed unanimously.

Banking at Westpac – Will have to be done through the AGM at the bank but they don't take coins only notes, so if coins then it would have to be banked in town. Jan proposes to have the part of the bar

float to allow for swapping coins to notes and then only banking bank notes. Any additional coins will be held until 1 banking in the month which will then be banked in town.

Prizes for prize giving – will need to count what's left. Glasses for first, and key rings for 2<sup>nd</sup>.

Teacher's conference – 18-19 October at Wellington Bridge Club – Jen moves that we pay airfares, accommodation and conference fees to Robert for the teacher's conference on 18/19 October, seconded by Lyn. Agreed unanimously.

Paying Robert for refresher tutoring – to give Robert cash.

Feedback on card dealing training session – Diane. Christine did some training – but had computer issues. Committee agreed to purchase another whole set of boards, agreed unanimously.

Passing of Derek Tingle – As Derek joined our club 29/08/1984 and for the work undertaken during that time Barbara suggests buying a white camelia from Treegifts.co.nz for \$49.50 to send to step daughter. Agreed for Barbara to organise it.

Meeting closed at 8.40 pm. The next meeting will be held on Tuesday 9 September 2025 at 6.30 pm at the Club rooms.

# Action List

Sep 2025

- Discuss rent increases for 2026 year

Nov 2025

- Fire Evacuation drill to be held
- To come up with 10-year plan for capital expenditure February 2026
  - Carpet
  - Sterilisers
  - New computer
  - Sound systems – Strawberry Sound
  - Dishwasher
- 

Feb 2026

- Ask Countdown to use their carpark before March tournament.

Apr 2026

- AED due for Annual check
- Check if Triton wish to sponsor new bidding pads

May 2026

- Fire Evacuation drill to be held
- Organise water filter to be serviced
- Advertising prices to go up for programme book

Nov 2026

- Fire Evacuation drill to be held

April 2027

- Host Responsibility to be updated for Alcohol Licence.
- Fire evacuation to be organised and held before alcohol licence renewal

May 2027

- Alcohol Licence renewal, need copy of host responsibility to be updated, new rules, food menu with specific light beer, also need form showing which bridge clubs can use our bar premises.

Apr 2029

- Organise an updated building valuation – Dunedin Valuation. Insurance falls due in May

**Cash Summary**  
Taieri Bridge Club  
For the month ended 31 July 2025

<b>Account</b>	<b>Jul 2025</b>	<b>Year to date</b>
<b>Income</b>		
Advertising Income	0.00	1,025.00
Bar Sales	346.08	3,501.23
Donations	480.00	537.00
Interest Earned	57.17	862.70
Investment Interest	0.00	2,214.25
Lesson Income	0.00	826.12
Rent	247.83	2,386.98
Subscriptions	242.08	6,736.40
Sundry Income	0.00	2,060.90
Table Money	2,681.58	21,285.09
Tournament Income	991.33	4,534.90
<b>Total Income</b>	<b>5,046.07</b>	<b>45,970.57</b>
<b>Less Expenses</b>		
ACC Levies	0.00	22.09
Accounting Software	112.50	672.00
Bank Fees	0.00	3.92
Bar Expenses	0.00	140.00
Bar Purchases	186.14	2,354.19
Consulting & Accounting	0.00	1,149.57
Electricity	296.28	2,799.46
Grants and Donations Paid	0.00	850.00
Insurance	0.00	4,880.99
Kitchen Expenses	101.19	1,808.81
Lesson Advertising	0.00	789.99
Lesson Tutor	600.00	600.00
Levies & Charges	0.00	2,022.40
Office Expenses	174.23	1,767.99
PAYE Payable (includes Kiwisaver contrib)	(48.18)	25.66
Playing Materials	31.52	286.52
Prizes & Engraving	0.00	1,245.30
Property Expenses	175.00	910.72
Reimbursements (Honoraria)	0.00	1,200.00
Repairs and Maintenance	149.00	160.82
Revenue in Advance	0.00	1,986.99
Rounding	0.00	0.99
Sundry Expenses	0.00	3,635.00
Supper Expenses	150.00	990.00
Telephone & Internet	56.52	585.69
Tournament Expenses	912.29	3,091.96
Wages	503.80	5,853.55
Wages - Employer Kiwisaver Contribution	0.00	11.24
Water Rates	0.00	236.16
<b>Total Expenses</b>	<b>3,400.29</b>	<b>40,082.01</b>
<b>Surplus (Deficit)</b>	<b>1,645.78</b>	<b>5,888.56</b>
<b>Plus Other Cash Movements</b>		
Fixed Assets	0.00	(15,521.74)
<b>Total Other Cash Movements</b>	<b>0.00</b>	<b>(15,521.74)</b>
<b>Plus GST Movements</b>		
GST Collected	667.58	6,801.23
GST Paid	(231.79)	(6,644.44)
<b>Net GST Movements</b>	<b>435.79</b>	<b>156.79</b>
<b>Net Cash Movement</b>	<b>2,081.57</b>	<b>(9,476.39)</b>



<b>Profit and Loss</b>		
Taieri Bridge Club		
For the month ended 31 July 2025		
<b>Account</b>	<b>Jul 2025</b>	<b>Year to date</b>
<b>Trading Income</b>		
Advertising Income	0.00	1,025.00
Bar Sales	346.08	3,442.53
Donations	480.00	537.00
Interest Earned	57.17	862.70
Investment Interest	0.00	2,214.25
Lesson Income	0.00	826.12
Rent	743.49	2,882.64
Subscriptions	0.00	6,711.18
Sundry Income	0.00	2,060.90
Table Money	2,681.58	21,224.22
Tournament Income	991.33	4,534.90
<b>Total Trading Income</b>	<b>5,299.65</b>	<b>46,321.44</b>
<b>Gross Profit</b>	<b>5,299.65</b>	<b>46,321.44</b>
<b>Operating Expenses</b>		
ACC Levies	86.95	109.04
Accounting Software	56.25	618.75
Bank Fees	0.00	3.92
Bar Expenses	0.00	140.00
Bar Purchases	186.14	2,354.19
Consulting & Accounting	0.00	1,149.57
Depreciation	423.85	4,159.92
Electricity	318.04	2,805.54
Grants and Donations Paid	0.00	850.00
Insurance	0.00	4,880.99
Kitchen Expenses	101.19	1,681.24
Lease Payments	1,683.61	1,683.61
Lesson Advertising	0.00	789.99
Lesson Tutor	600.00	600.00
Levies & Charges	857.40	2,879.80
Office Expenses	87.40	1,772.02
Playing Materials	31.52	318.04
Prizes & Engraving	0.00	1,245.30
Property Expenses	0.00	910.72
Reimbursements (Honoraria)	0.00	1,200.00
Repairs and Maintenance	0.00	160.82
Sundry Expenses	0.00	3,635.00
Supper Expenses	150.00	990.00
Telephone & Internet	56.52	585.69
Tournament Expenses	1,286.29	3,465.96
Wages	503.80	5,853.55
Wages - Employer Kiwisaver Contribut	0.00	11.24
Water Rates	0.00	173.94
<b>Total Operating Expenses</b>	<b>6,428.96</b>	<b>45,028.84</b>
<b>Net Profit</b>	<b>(1,129.31)</b>	<b>1,292.60</b>

<b>Balance Sheet</b>	
Taieri Bridge Club	
As at 31 July 2025	
<b>Account</b>	<b>31 Jul 2025</b>
<b>Assets</b>	
<b>Bank</b>	
Kitchen Account	60.97
Main Account	11,058.29
Prudent Res - Carpet (Bonus Saver)	13,322.61
Prudent Res - Carpet (Term Deposit 2)	10,000.00
Prudent Res - Carpet (Term Deposit 3)	21,358.01
<b>Total Bank</b>	<b>55,799.88</b>
<b>Current Assets</b>	
Accounts Receivable	570.00
Bar Stock	643.75
<b>Total Current Assets</b>	<b>1,213.75</b>
<b>Fixed Assets</b>	
Buildings	149,996.00
Less Acc Depn on Buildings	(113,203.46)
Less Acc Depn on Plant & Equipment	(46,404.07)
Plant & Equipment	63,458.89
<b>Total Fixed Assets</b>	<b>53,847.36</b>
<b>Total Assets</b>	<b>110,860.99</b>
<b>Liabilities</b>	
<b>Current Liabilities</b>	
Accounts Payable	4,032.43
GST	282.15
Rounding	(0.99)
<b>Total Current Liabilities</b>	<b>4,313.59</b>
<b>Total Liabilities</b>	<b>4,313.59</b>
<b>Net Assets</b>	<b>106,547.40</b>
<b>Equity</b>	
Club Balance	105,254.80
Current Year Earnings	1,292.60
<b>Total Equity</b>	<b>106,547.40</b>