

MINUTES OF THE MEETING OF THE TAIERI BRIDGE CLUB COMMITTEE HELD AT THE CLUB ROOMS AT 7.00 P.M. ON 11<sup>TH</sup> FEBRUARY 2020.

**Present:** Jen Macartney, Jenny Magee, Barbara Wilkes, Cathy Ferguson, Alan Lewthwaite, Dale Cameron, Dawn Brieseman, Joy Martin-Frew

**Apologies:** John Aitcheson, Patsy Williams.

**Minutes of Meeting of 10<sup>TH</sup> December 2019:** Confirmed as a true and correct record by Barbara, seconded by Jen.

**Matters arising:** Jen is now a signatory of our Westpac bank accounts.

**Correspondence:**

**Inwards**

**Snail Mail:**

Postage box fees have gone up.

Christmas card from BB&S

Directors certificate for Jude Smeijers

Masters Certificate for Lee Whyte

**Email:**

Invercargill Bridge Club – reminding us of their upcoming tournament on 7<sup>th</sup> March – (rec'd 09/02).

Charities Services Info – resetting password to allow Barbara to upload financials – (rec'd 06<sup>th</sup> Feb).

NZ Bridge – Bulletin on NZ Mixed Teams – (rec'd 5<sup>th</sup> Feb).

NZ Bridge – link to latest podcast – (rec'd 05<sup>th</sup> Feb).

Vil Gravis – offering bridge books for sale – (rec'd 5<sup>th</sup> Feb).

Sue Macaulay – apologies for not paying subs – (rec'd 4<sup>th</sup> Feb).

Kay Healey – resignation – (rec'd 4<sup>th</sup> Feb).

Gill Alexander, Convenor for Saturday night bridge at Otago Bridge Club. Emailing to invite members of our club to Saturday bridge on Saturday 15<sup>th</sup> Feb – (rec'd 1<sup>st</sup> Feb).

NZ Bridge – list of Top 200 all-time masterpoint earners as at 31 Jan 2020- (rec'd 31 Jan).

Christine Samson- copy of email sent to other advertising sub-committee. – (rec'd 31 Jan).

Alice Robson – resignation due to ill health – (rec'd 31 Jan).

Oamaru Bridge Club – Flyer for Oamaru Open Pairs on 8<sup>th</sup> March, entries close 4<sup>th</sup> March. (Rec'd 30 Jan).

NZ Bridge – advertising for Expressions of Interest for Youth Programme Co-ordination – (rec'd 29 Jan).

NZ Bridge – link to latest podcast – (rec'd 29 Jan).

NZ Bridge – flyer for Youth Weekend on 7-9 August – (rec'd 29 Dec).

Jannersten Forlag – receipt for \$225.00 – to be reimbursed to Jen – (rec'd 26 Jan).

Bridgetab.com – confirmation of licence for 15 tables – basic – (rec'd 26 Jan).

Bridgetab.com – BT order confirmation – (rec'd 26 Jan).

O/S Bridge Admin – advising that their supplier will pass on any second hand Bridgepads to bridge players in 3<sup>rd</sup> world countries – (rec'd 24 Jan). *Otago Bridge Club want to purchase our bridge pads.*

Ricoh Billing – invoice for \$21.28 – (rec'd 24 Jan).

Gillian Alexander – resignation – (rec'd 23 Jan).

NZ Bridge - link to latest podcast – (rec'd 22 Jan).

NZ Bridge – copies of Board Meeting Minutes 26/11 – (rec'd 21 Jan).

Otago Bridge Club – Flyer for Festival Pairs – (rec'd 21 Jan).

NZ Bridge – contact details for National and Regional recorders has now been updated – (rec'd 20 Jan).

Charities Service Info – reminder for Annual Report to be submitted – (rec'd 18 Jan).

NZ Bridge – link to latest podcast – (rec'd 15 Jan).

NZ Bridge Invoice for club membership levies for 01/01 – 31/03 - \$494.50 – (rec'd 15 Jan).

Dunedin City Council – replying to Dr Ferner who wrote complaining to the DCC about our “No Parking Signs”, checking if they were legal or not. His blind mother lives in the flats across the roads and sometimes careers are having to find car parks at least 100 from her flat - (rec'd 13 Jan). *Jen got subsequent phone call from DCC and asked them to forward on our contact details for Dr Ferner to contact us direct but this has not happened yet.*

Christine Samson – updated card dealing roster for our information – (rec'd 13 Jan).

Ashworth Electrical – Statement for \$711.28 to fix dishwasher at the end of November – (rec'd 12 Jan).

O/S Bridge Admin – reminder about Otago/Southland Swiss Pairs held at Invercargill on 18<sup>th</sup> Jan – (rec'd 10 Jan).

Jude Smeijers – forwarding on copy of Vodafone invoice – (rec'd 9 Jan).

Dorothee Hall – updated phone number as its incorrect in the programme book – 027 555 0234 – (rec'd 10 Jan).

Vodafone - \$74.55 – (rec'd 10 Jan).

NZ Bridge – link to latest podcast- (rec'd 8 Jan).

Wendy Bain – asking for programme book to be posted out – (rec'd 6 Jan).

John Wolken – Membership invoice had been emailed to someone in Holland due to wrong email address – (rec'd 6 Jan). *Corrected and resent.*

Mercury – copy of invoice for \$575.52 – (rec'd 6 Jan).

NZ Bridge – reminder if anyone in Auckland they might like to attend the Babich 5A Holiday Pairs – (rec'd 4 Jan).

Ricoh Statement for \$21.27 – (rec'd 3 Jan).

NZ Bridge – link to latest podcast – (rec's 1<sup>st</sup> Jan).

NZ Bridge – list of top 100 Masterpoint earners – (rec'd 1 Jan).

NZ Bridge – informing that there has been the annual recalculation of player rating points and their tournament grades – (rec'd 1 Jan).

NZ Bridge – home club membership details as at 31 Dec – (rec'd 31 Dec).

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

Ashworth Electrical – invoice for \$711.28 to reinstall dishwasher – (rec'd 30 Dec).

NZ Bridge – Masterpoint certificates have been posted out – (rec'd 20 Dec).

O/S Bridge Admin – flyer for Otago/Southland Swiss Pairs on 18<sup>th</sup> Jan – (rec'd 18 Dec).

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

Ricoh - \$21.27 – (rec'd 17 Dec).

NZ Bridge – invoice for session charges for 01/09 to 30/11 - \$339.02 – (rec'd 15 Dec).

Christine Samson – thanking committee for prompt email, thanking for considering her suggestions and for the excellent meal on Wednesday – (rec'd 14 Dec).

Invercargill Bridge Club – email notifying us that no B points were awarded to Tournament on 29<sup>th</sup> September – (rec'd 12 Dec).

NZ Bridge – link to latest podcast – (rec'd 12 Dec).

Christine Samson – checking on dates of tournaments in our programme book. (Rec'd 11 Dec). *Jen confirmed that our dates were correct and Otago's programme book had errors.*

Olga Corbett – apology for Xmas dinner – (rec'd 11 Dec).

Olga Corbett – resignation – (rec'd 11 Dec).

Alec Weavers – confirming he is joining as a full member – (rec'd 10 Dec).

Jill Reid – able to attend dinner after all – (rec'd 10 Dec).

Jude Smeijers – confirmed fixed a board from Monday night – (rec'd 10 Dec).

Brandwell Moller – Invoice \$8.65 – (rec'd 9<sup>th</sup> Dec).

Vodafone – Invoice \$73.38 – (rec'd 9<sup>th</sup> Dec).

Baukje Blok – asking for amended invoice – (rec'd 7<sup>th</sup> Dec).

Outwards: -

Acceptance letters of resignation to Alice Robson, Kay Healey, Olga Corlett and Gillian Alexander.

Acceptance of correspondence moved by Barbara and seconded by Jen.

**Treasurer's Report:**

The treasurer's report for January is attached.

Invoices to pay:

Mercury	\$267.22	
Ricoh	\$ 21.28	
Vodafone	\$ 74.16	
Serious Saver transfer	\$ 200.00	
Wages	\$ 129.78	
PAYE	\$ 37.78	
Charities Commission	\$ 51.11	
BB&S	\$ 25.88	
NZ Bridge	\$ 494.50	
Kitchen reimburse	\$ 293.86	
Dawn Brieseman	\$ 24.99	
Jen Macartney	\$ 225.00	already paid
	<b>\$1,845.56</b>	

Invoice still to come:

Allied Press Ltd. Online Advertising costs \$287.50 and Medium adverts x 3 = \$169.28

John Swan - \$550.00 approximately

Kitchen account to stay at \$500.00 limit.

There are 27 people who haven't paid their subs yet – statement reminders to all.

Financial reports are different than before. Now showing a cash book including GST – but doesn't show individual lines like old bank reconciliation. Profit and Loss is on cash basis and shows reports in same format as year-end. Balance sheet is much the same.

SBS investment falls due 24<sup>th</sup> April. Judy Robertson and Christine Samson sign to withdraw the funds and bank. Dawn moves that the funds are paid out from SBS and moved to a term deposit at Westpac, seconded by Dale. Agreed unanimously.

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

**Committee Reports:**

**Building:**

Nothing to report.

**Bar:**

Nothing to report.

<b><u>Stationery Supplies:</u></b>	New dealing cards to be purchased. Prices to be checked by Jen.
<b><u>Kitchen:</u></b>	New kitchen girls working out well. Need an instruction list of what we want done just to ensure consistency.
<b><u>Cards Sent:</u></b>	Bereavement card has been sent to the family of Irene Morrison
<b><u>Membership:</u></b>	Lynne Newell has applied for membership, agreed by committee.
<b><u>Programme:</u></b>	Tournament duties – 14 <sup>th</sup> March. Taieri Open 8B Tournament. Poster has already gone out. Jenny and Joy to sort the food. Players to bring their own lunch. Jude to organise a director.
<b><u>Lessons:</u></b>	<p>2020 Lessons – 4 people showing interest in lessons currently. Alan has requested that John Shanks changes our pages to show a small copy of flyer on front page plus a link to register interest in lessons. He will contact Jude Smeijers for contact details etc.</p> <p>Learner poster is now loaded on Taieri Bridge Club facebook page and can be shared by all members. To be put in newsletters.</p> <p>Advertising – Going to ask to see if the last medium sized advertisement can be changed to the colour yellow to stand out more.</p> <p>Advertorial all set to go but Allied Press contact person not made contact with Alan yet. Barbara to take some more photos next Monday night.</p> <p>Alan did get back to Otago about sharing costs – but it became too hard with differences between our club.</p> <p>Special thanks to all the flyers that have been new member flyers.</p>
<b><u>Computers:</u></b>	Tablets update – Jude and Jen went to Palmerston to see their tablets. Jude found out that the problem she has is the same problem that Palmerston has. There has been a trial on a Saturday with a Howell movement with no great issues. Hoping to try them out on Wednesday night.
<b><u>Health &amp; Safety:</u></b>	Nothing to report.
<b><u>General Business</u></b>	<p>5 year plan – to be deferred until later meeting. Budget to be considered. Capital expenditure, maintenance – Alan to look at in winter.</p> <p>Feasibility of Tokens – buying 10 tokens but getting 11 table money but the cost of tokens too expensive. Auckland Bridge Club run Bridge tabs which automatically deduct from tab when you play This is to be investigated further.</p>

It has been noticed that members are turning up later and later. A reminder to go in the newsletter for members to arrive at least 10 minutes before play – especially if they wish to look over their systems cards.

Use of Cheat sheets for learners – should be referred to as systems cards. There was discussion on how long these system cards should be used. Dawn proposed “that the learners’ systems cards be used until the start of Junior championship competition in March”, seconded by Jenny. Agreed by 7 of 8 committee members.

Junior systems to be played on a Monday night. Bidding system to be put in newsletter to give clarification to members on what bidding is allowed.

Key register – Joy updated key register which committee members key numbers and is to check on keyholders who may now not require keys.

Minutes to be posted after approved at following meeting.

Meeting closed at 9.22 pm. The next meeting will be held on 10 March 2020 at 7.00 pm.

# Action List

## April 2020

- Term deposit falls due on 24<sup>th</sup> April.
- Heat pumps to be serviced.
- Painting of front of club rooms
- Heat pumps to be serviced next March or April

## July 2020

- Fire Extinguisher may need annual check.

## Sept 2020

- Wording to be looked at for Monday night basic junior bidding style.

**Cash Summary**  
**Taieri Bridge Club**  
**For the month ended 31 January 2020**  
**Including GST**

	Jan 2020	Dec 2019	Nov 2019	YTD Actual
<b>Income</b>				
Advertising Income	\$143.70	\$373.75	\$0.00	\$567.45
Bar Sales	\$134.50	\$246.50	\$149.50	\$1,058.00
Interest Earned	\$47.16	\$46.84	\$45.36	\$230.90
Investment Interest	\$0.00	\$0.00	\$675.66	\$675.66
Rent	\$0.00	\$600.00	\$715.00	\$1,315.00
Subscriptions	\$2,798.00	\$1,881.00	\$0.00	\$4,784.50
Sundry Income	\$0.00	\$810.00	\$0.00	\$817.56
Table Money	\$1,115.00	\$975.00	\$1,590.00	\$7,350.00
Tournament Income	\$0.00	\$0.00	\$480.00	\$750.00
<b>Total Income</b>	<b>\$4,238.36</b>	<b>\$4,933.09</b>	<b>\$3,655.52</b>	<b>\$17,549.07</b>
<b>Less Operating Expenses</b>				
Bank Fees	\$0.00	\$0.00	\$1.50	\$1.50
Bar Purchases	\$166.86	\$137.13	\$435.26	\$866.16
Cleaning Sundry	\$0.00	\$0.00	\$7.88	\$7.88
Cleaning Wages	\$200.00	\$160.00	\$160.00	\$880.00
Consulting & Accounting	\$25.88	\$546.25	\$0.00	\$572.13
Electricity	\$0.00	\$544.22	\$301.45	\$1,452.20
Kitchen Expenses	\$10.36	\$34.96	\$81.96	\$572.05
Levies & Charges	\$339.02	\$0.00	\$511.75	\$1,457.15
Office Expenses	\$21.27	\$185.19	\$26.05	\$602.18
Playing Materials	\$0.00	\$8.65	\$0.00	\$181.15
Property Expenses	\$0.00	\$61.60	\$0.00	\$61.60
Reimbursements	\$0.00	\$1,040.00	\$0.00	\$1,040.00
Repairs and Maintenance	\$711.28	\$149.50	\$0.00	\$860.78
Sundry Expenses	\$1,375.00	\$597.01	\$0.00	\$1,972.01
Supper Expenses	\$256.64	\$130.00	\$240.00	\$1,276.64
Telephone & Internet	\$74.55	\$73.38	\$74.94	\$378.60
Tournament Expenses	\$0.00	\$0.00	\$590.00	\$691.88
Water Rates	\$0.00	\$0.00	\$0.00	\$1.82
GST	\$0.00	\$0.00	\$0.00	\$166.29
PAYE Payable	-\$7.56	\$0.00	\$7.56	-\$37.78
Sundry Creditors (Non Xero)	\$0.00	\$0.00	\$0.00	\$30.22
<b>Total Operating Expenses</b>	<b>\$3,173.30</b>	<b>\$3,667.89</b>	<b>\$2,438.35</b>	<b>\$13,034.46</b>
<b>Operating Surplus (Deficit)</b>	<b>\$1,065.06</b>	<b>\$1,265.20</b>	<b>\$1,217.17</b>	<b>\$4,514.61</b>
<b>Plus Non Operating Movements</b>				
Computer Equipment	-\$225.00	-\$4,510.32	\$0.00	-\$4,735.32
<b>Total Non Operating Movemen</b>	<b>-\$225.00</b>	<b>-\$4,510.32</b>	<b>\$0.00</b>	<b>-\$4,735.32</b>
<b>Net Cash Movement</b>	<b>\$840.06</b>	<b>-\$3,245.12</b>	<b>\$1,217.17</b>	<b>-\$220.71</b>
<b>Summary</b>				
Opening Balance	\$68,894.40	\$72,139.52	\$70,922.35	\$69,955.17
Plus Net Cash Movement	\$840.06	-\$3,245.12	\$1,217.17	-\$220.71
Closing Balance	\$69,734.46	\$68,894.40	\$72,139.52	\$69,734.46



# Profit and Loss

Taieri Bridge Club

For the month ended 31 January 2020

Cash Basis

<b>Account</b>	<b>Jan 2020</b>	<b>Dec 2019</b>	<b>Nov 2019</b>	<b>YTD</b>
<b>Trading Income</b>				
Advertising Income	125	325	0	493
Bar Sales	117	214	130	920
Interest Earned	47	47	45	231
Investment Interest	0	0	676	676
Rent	0	522	622	1,143
Subscriptions	2,433	1,636	0	4,160
Sundry Income	0	704	0	711
Table Money	970	848	1,383	6,391
Tournament Income	0	0	417	652
<b>Total Trading Income</b>	<b>3,692</b>	<b>4,296</b>	<b>3,273</b>	<b>15,378</b>
<b>Gross Profit</b>	<b>3,692</b>	<b>4,296</b>	<b>3,273</b>	<b>15,378</b>
<b>Operating Expenses</b>				
Bank Fees	0	0	2	2
Bar Purchases	145	119	378	753
Cleaning Sundry	0	0	7	7
Cleaning Wages	200	160	160	880
Consulting & Accounting	23	475	0	498
Electricity	0	473	262	1,263
Kitchen Expenses	9	30	71	497
Levies & Charges	295	0	445	1,267
Office Expenses	19	161	23	524
Playing Materials	0	8	0	158
Property Expenses	0	54	0	54
Reimbursements	0	904	0	904
Repairs and Maintenance	619	130	0	749
Sundry Expenses	1,196	519	0	1,715
Supper Expenses	223	113	209	1,110
Telephone & Internet	65	64	65	329
Tournament Expenses	0	0	513	602
Water Rates	0	0	0	2
<b>Total Operating Expenses</b>	<b>2,792</b>	<b>3,210</b>	<b>2,135</b>	<b>11,311</b>
<b>Net Profit</b>	<b>900</b>	<b>1,085</b>	<b>1,138</b>	<b>4,067</b>

# Balance Sheet

Taieri Bridge Club  
As at 31 January 2020

Account	31 Jan 2020	31 Dec 2019	30 Nov 2019	Prev Year Totals
<b>Assets</b>				
<b>Bank</b>				
Cheque Account	9,534.01	8,993.49	12,457.18	6,284.45
Cheque Account (Kitchen)	208.78	330.55	133.70	456.47
Prudent Res - Carpet	18,108.52	17,687.21	17,665.49	17,006.76
Prudent Res - Heating 1	16,443.29	16,443.29	16,443.29	16,443.29
Prudent Res - Heating 2	10,000.00	10,000.00	10,000.00	10,000.00
Prudent Res - Roofing	15,439.86	15,439.86	15,439.86	19,764.20
<b>Total Bank</b>	<b>69,734.46</b>	<b>68,894.40</b>	<b>72,139.52</b>	<b>69,955.17</b>
<b>Current Assets</b>				
Accounts Receivable	1,839.00	4,780.75	0.00	0.00
Bar Stock	854.30	854.30	854.30	854.30
Cash Float	80.00	80.00	80.00	250.00
<b>Total Current Assets</b>	<b>2,773.30</b>	<b>5,715.05</b>	<b>934.30</b>	<b>1,104.30</b>
<b>Fixed Assets</b>				
Buildings	149,996.00	149,996.00	149,996.00	149,996.00
Computer Equipment	4,147.02	3,922.02	0.00	0.00
Less Acc Depn on Buildings	(98,744.17)	(98,744.17)	(98,485.97)	(97,711.36)
Less Acc Depn on Plant & Equipment	(48,137.80)	(48,137.80)	(47,878.65)	(47,493.37)
Plant & Equipment	51,629.20	51,629.20	51,629.20	51,629.20
<b>Total Fixed Assets</b>	<b>58,890.25</b>	<b>58,665.25</b>	<b>55,260.58</b>	<b>56,420.47</b>
<b>Total Assets</b>	<b>131,398.01</b>	<b>133,274.70</b>	<b>128,334.40</b>	<b>127,479.94</b>
<b>Liabilities</b>				
<b>Current Liabilities</b>				
Accounts Payable	(339.02)	737.16	0.00	0.00
GST	641.35	726.83	607.73	505.42
PAYE Payable	37.78	30.22	30.22	0.00
Sundry Creditors (Non Xero)	7.56	7.56	7.56	37.78
<b>Total Current Liabilities</b>	<b>347.67</b>	<b>1,501.77</b>	<b>645.51</b>	<b>543.20</b>
<b>Total Liabilities</b>	<b>347.67</b>	<b>1,501.77</b>	<b>645.51</b>	<b>543.20</b>
<b>Net Assets</b>	<b>131,050.34</b>	<b>131,772.93</b>	<b>127,688.89</b>	<b>126,936.74</b>
<b>Equity</b>				
Club Balance	126,936.74	126,936.74	126,936.74	131,381.20
Current Year Earnings	4,113.60	4,836.19	752.15	(4,444.46)
<b>Total Equity</b>	<b>131,050.34</b>	<b>131,772.93</b>	<b>127,688.89</b>	<b>126,936.74</b>