

MINUTES FOR THE MEETING OF THE TAIERI BRIDGE CLUB COMMITTEE HELD AT THE CLUB ROOMS AT 7.00 P.M. ON 10 FEBRUARY 2026.

Present:

Jen Macartney, Marie Kean, Allan Dyer, Lyn McLaren, Barbara Wilkes, Diane Paterson, Jan Methers, Peta Smith, Heather Urquhart and Sue Johnstone.

Apologies:

Minutes of Meeting of 09 December 2025:

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

Matters Arising:

Property checks – Alan will provide to Barbara a checklist.

Banking access update – Allan now has access but Marg still has to be removed.

Correspondence:

Inwards

Snail Mail:

Resignation letter from Shirley Henderson-Bolt.

Email:

Anne Tamati – resigning as taking a year gap – (rec'd 10/02).

O/S Bridge Admin – change of venue for Otago Southland Provincial Championship's events from Wanaka to Oamaru. (rec'd 10/02).

Westpac – reply to Barbara requesting that Marg be removed – (rec'd 10/02).

Fran Holmes – resignation as no longer playing bridge (rec'd 10/02).

Ricoh – Statement – (rec'd 09/02).

Catherine Smith – unable to attend working bee – (rec'd 07/02).

O/S Bridge Admin – Preliminary Notice for South Island Teams – (rec'd 06/02).

Westpac – various letters from the branch in relation to Barbara's complaint about their service in updating the Treasurer's banking access – (rec'd 04/02).

Jane Stark – resignation – (rec'd 04/02).

Victoria Bridge Club – Flyer for Multigrade Pairs 8B Tournament – (rec'd 03/02).

Anna Campbell – resignation – (rec'd 01/02).

Brian Donnelly – unable to attend working bee – (rec'd 30/01).

NZ Bridge – information about Levy invoices – (rec'd 20/01).

NZ Bridge – Matariki Day is now available for tournaments – (rec'd 29/01).

O/S Bridge Admin – Flyer for Queenstown 5A Pairs Tournament on 28/03 – (rec'd 27/01).

O/S Bridge Admin – the chairperson is attending a National Planning Day if we have anything to be brought up. Junior Incentive Scheme –

now you can qualify if you play with any member of any rank. Reminder that OS Regional Conference is on 22/03 in Cromwell. Request to update details from AGM's. Website hosting – John Shanks will be retiring from this role eventually so we need to have to information about access stored safely with more than one person knowing this info. They are also looking for another committee member. – (rec'd 27/01). *Barbara emailed Jude to see if the web page info is stored well.*

Brenda Shine – resignation – (rec'd 26/01).

Tim Larkin – regarding help for compliance about Incorporated Societies Act – (rec'd 26/01).

NZ Bridge – information about Tournament Directors training, Club Directors training and Certificate of Achievement – (rec'd 23/01).

Mercury - \$243.36 due 02/03 – (rec'd 23/01).

Christine Samson – wanting an update on Job Descriptions work compiled by Barbara – (rec'd 23/01). *Barbara has replied to Christine apologise for not being given an update.*

Bridge Tabs – upgrade notice – (rec'd 23/01).

DCC – informing that need to have updated rules from new Act to continue having our alcohol licence – (rec'd 22/01). *Barbara has replied confirming that our rules have been updated.*

BridgeNZ – reply to how to set up for Junior Championship Pairs – (rec'd 21/01).

Ricoh - \$52.19 – (rec'd 21/01).

Xero - \$71.59 – (rec'd 21/01).

East Coast Bays Bridge Club – flyer for Online Bridge starting for 04/02 – (rec'd 20/01).

IRD – reminder about payment due – (rec'd 20/01).

O/S Bridge Admin – requesting update of change of Officer details – (rec'd 18/01).

O/S Bridge Admin – Flyer for National Teams 20A – (rec'd 18/01).

O/S Bridge Admin – reply to Jen about changing tournament date – hard to find a date that suits – (rec'd 18/01).

O/S Bridge Admin – Flyer for Wellington Regional Bridge Congress on 25-27 Apr – (rec'd 18/01).

Mary Christensen – reply about ordering books for lessons – (rec'd 17/01).

Wanaka Bridge Club – confirming they have received our tournament flyer – (rec'd 16/01).

Heather and Greg Casey – interested in coming along to play bridge at our club – (rec'd 16/01). *Barbara has replied to them saying they would be welcome to come along to any session.*

NZ Bridge - \$634.80 for Club membership levies – (rec'd 15/01).

NZ Bridge – 569.48 for session charges – (rec'd 15/01).

Robin Gillespie – wishing to use our rooms for her 90th on Sunday 16/08 from 1pm – 6 pm – (rec'd 14/01).

Oamaru Bridge Club – flyer for Oamaru Open 5A tournament on 08/03 – (rec'd 14/01).

Rhonda Mitchell – resignation – (rec'd 14/01).

Sorry Partner – latest podcast – (rec'd 12/01).

OneNZ - \$65.00 – (rec'd 10/01).

Ricoh – Statement – (rec'd 08/01).

Sorry Partner – latest podcast – (rec'd 08/01).

Jude Smeijers – have 10th January to calendar also going to go over with Jen about how the handicaps work – (rec'd 05/01).

NZ Bridge – Masterpoints Rank Reports – (rec'd 02/01).

Invercargill Bridge Club – Flyer for Otago Southland Regional 10A Swiss Pairs on 17/01 – (rec'd 28/12).

Otago Bridge Club – flyer for Festival Pairs 5A Open on 25/01 – (rec'd 23/12).

Mercury - \$245.93 due 28/01 – (rec'd 23/12).

NZ Bridge – Email about learner's classes and material being on offer – (rec'd 23/12). *Barbara replied requesting 20 booklets.*

O/S Bridge Admin – reminder about Regional Conference on 22/03 – (rec'd 22/12).

Xero - \$71.59 – (rec'd 21/12).

IRD – payment reminder – (rec'd 20/12).

Ricoh - \$70.16 – (rec'd 17/12).

John Swan - \$456.00 for engraving trophies – (rec'd 17/12).

John Swan - \$200.00 for engraving trophies – (rec'd 17/12).

OneNZ - \$65.00 – (rec'd 10/12).

Outwards:

Email welcoming Darryl Haines and Ruth Airey.

Email to Rhonda Mitchell, Brenda Shine, Anna Campbell, Fran Holmes, Anne Tamati and Jane Stark acknowledging their resignations.

Email to complain about the length of time to sort new banking signatures.

Acceptance of correspondence moved by Barbara and seconded by Jen.

Treasurer's Report:

The treasurer's report for December and January is below.

ACCOUNTS TO PAY February 2026	
Mercury	\$ 243.36
Ricoh	\$ 52.19
Xero (Dec/Jan)	\$ 71.59
One.nz Dec payment	\$ 65.00
Wages - Feb (approx)	\$ 465.10
IRD PAYE - Feb	\$ 109.81
Simple Saver - Feb	\$ 200.00
NZ Bridge- Members levies	\$ 634.80
NZ Bridge- B-C points	\$ 569.48
Campbell & Sons- Flyers	\$ 500.00
	\$ 2,911.33
<u>Paid since last meeting</u>	
Kitchen Account – Monthly Top up January	\$ 500.00
Kitchen account - bar payments	\$ 533.16
Kitchen account - kitchen payments	\$ 260.74
Kitchen account - tournament costs	\$ 37.92
Kitchen account - Other Supper person	\$ 380.00
Kitchen account - Honoraria - Val, Robert, Lyn	\$ 300.00
Wages - January 2026	\$ 330.57
Simple Saver top up January	\$ 200.00
Mercury	\$ 245.93
PAYE Dec 2025	\$ 88.62
One.nz (Jan)	\$ 65.00
John Swan	\$ 456.00
John Swan	\$ 200.00
Ricoh	\$ 70.16
Stewart Caithness refund overpaymt	\$ 57.50
Jen Macartney- Tablet Licences	\$ 255.00
Aburns Glass	\$ 237.15
Refund D Haines overpaid sub	\$ 42.00
	\$ 4,259.75
Total approved	\$ 7,171.08

2 refunds were made for double payments.

8 members still to pay subs.

A term deposit of \$10,000.00 is coming due on 8th March. Invest for 8 months at 3.5%

Barbara proposes that Allan Dyer be appointed as the Executive Office Holder to act on the behalf of the Taieri Bridge Club Incorporated at Inland Revenue Department, seconded by Jan.

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

Building:

How do we stop members from opening windows when the air conditioning is on? Director to make announcement if the heat pump is on then please don't open the windows..

Perhaps one heat pump could be turned off over winter.

Bar:

To acknowledge Dale for her years of managing the bar – to purchase a small gift to say thanks. Majority agreed.

Stationery Supplies:

More paper.

Kitchen:

At this stage Marie always takes home the tea towels to wash. She would like to suggest that perhaps one person for a month could be responsible to see that the kitchen is up to scratch with cleaning etc. – Marie.

Milk – served up last night 8 days out of date. Need more explicit instructions. Diane to chat to Mikayla about performance and what is expected.

Cards Sent:

Andrea McFarlane.

Membership:

New membership applications from Greg Casey, Heather Casey, Barbara Hutton, Gillian Alexander. Approved unanimously.

Programme:

Tournament on 1st March – food is sorted. Tournament payments and what is expected of Allan – Allan to get instructions from Margaret. Reminder to ask Countdown if we can use their car park before the tournament.

Jen will give a list of prizes to Lyn for when she is away in the middle of the year.

Charity Tournaments – Neither Lyn nor Deirdre can continue to organise the raffle prizes or spot prizes. Jen to make up 5 tickets for raffles. \$20.00 per person. Will need 2 people at the front door – 1 to collect the money and the other person to sell the raffle tickets. Charity Tournament – members to bring a plate to try for one membership.

Unofficial meal out for members will be the second Saturday of the month. Marie to co-ordinate this – to go in newsletter.

Tournament – 21/02/27 – Jen. Leave it as is. Barbara to email back to say ok for the date to stay as suggested.

Tuesday practice sessions – fortnightly – start date 3rd March – 1.30 to 3.30 pm, no cost. (free to our own members). Just to use some of the Monday boards from the previous day. Will trial it to gauge interest. Marie to open up the club rooms. Diane and Marie to initially run this by organise who will be the helpers.

Learners

Deirdre would like a list of which members from last year are still playing and possibly inviting back the ones that didn't continue for another course of lessons for free. She would like a list with emails, cellphone numbers and reason they didn't continue if we want to go down this track. Jen to send a list.

Lessons Advertising: quotes from ODT to run 5 weeks for \$550.00 and Star for 5 weeks \$100.00 Total \$650.00 plus GST. Diane proposes to start advertising 16 Feb and finishing 20 March. Agreed unanimously.

Jen going to put adverts into Mosgiel Noticeboard Facebook page.

Computers:

Error messages are being sent but nothing happens.

There was some chat about licenses needing to be updated for the software – but we didn't know about prior to paying our licenses last month.

Health & Safety:

Sub-committee had a meeting. Next meeting there may be a draft policy for consideration.

Privacy Matters:

Interests Register:

General Business:

Co-ordinator for flyer drop for the lessons – been found that it runs itself as long as there is a map for people to mark off. Need people to distribute. Flyers to be distributed from the start of March.

Newsletter – please mention that the club would like members not to wear any perfumed products (perfumed, after shave or deodorant) due to allergies.

Also to mention in newsletter the format for the junior/intermediate championships – Jen.

Bidding pads – Terry Evans from Brooklands is willing to pay \$400.00 per year for the bidding pads with his advertisement on them – need to order soon.

Working bee – what's needed. Kitchen. Bring a bucket, cleaning cloths. A sheet of ceratone and old notice board to go too. Barbara to email members

Robin Gillespie – happy for her to use the rooms and provide her own alcohol in consideration to her being one of our founding members.

Start time reminder in newsletter. Members can put on WhatsApp if they know they are going to be late.

Meeting closed at 8.25 pm. The next meeting held on Tuesday 10 March 2026, 7.00 pm at the Club rooms.

Action List

Nov 2025

- To come up with 10-year plan for capital expenditure February 2026
 - Carpet
 - Sterilisers
 - Sound systems – Strawberry Sound
 - Dishwasher

Apr 2026

- AED due for Annual check
- Check if Triton wish to sponsor a bridge tournament

May 2026

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

Sept 2027

- Discuss rent increases for 2027 year
- Discuss finishing dates for bridge
- New photo for learners flyer

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.

Sep 2027

- Organise another survey.
- To look at honorarium payments – table card officer.

Apr 2029

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

Cash Summary
 Taieri Bridge Club
 For the month ended 31 December 2025

Account	Dec 2025	Year to date
Income		
Advertising Income	50.00	975.00
Bar Sales	84.61	1,323.75
Donations	0.00	90.00
Interest Earned	47.18	204.99
Rent	495.66	1,321.76
Subscriptions	1,352.48	3,200.34
Sundry Income	486.92	2,180.76
Table Money	970.38	7,486.56
Tournament Income	0.00	1,669.64
Total Income	3,487.23	18,452.80
Less Expenses		
Accounting Software	124.50	305.25
Bank Fees	0.00	2.00
Bar Purchases	277.24	1,062.39
Consulting & Accounting	0.00	1,250.00
Electricity	246.77	1,103.26
Improver Costs	0.00	627.67
Kitchen Expenses	68.41	645.64
Levies & Charges	0.00	862.20
Office Expenses	78.13	463.61
PAYE Payable (includes Kiwisaver contrib)	27.04	27.04
Playing Materials	0.00	579.97
Prizes & Engraving	0.00	590.54
Property Expenses	206.22	265.71
Reimbursements (Honoraria)	300.00	1,200.00
Revenue in Advance	0.00	52.17
Rounding	0.00	0.94
Sundry Expenses	2,235.73	2,575.74
Telephone & Internet	56.52	226.08
Tournament Expenses	0.00	1,337.96
Wages	358.63	2,214.24
Water Rates	67.24	134.80
Total Expenses	4,046.43	15,527.21
Surplus (Deficit)	(559.20)	2,925.59
Plus GST Movements		
GST Collected	562.24	2,875.33
GST Paid	(304.23)	(1,455.79)
Net GST Movements	258.01	1,419.54
Net Cash Movement	(301.19)	4,345.13
Summary		
Opening Balance	56,407.46	51,761.14
Plus Net Cash Movement	(301.19)	4,345.13
Cash Balance	56,106.27	56,106.27

Profit and Loss		
Taieri Bridge Club		
For the month ended 31 December 2025		
Account	Dec 2025	Year to date
Trading Income		
Advertising Income	50.00	975.00
Bar Sales	84.61	1,323.75
Donations	0.00	90.00
Interest Earned	47.18	204.99
Rent	495.66	1,321.76
Subscriptions	7,424.64	7,442.82
Sundry Income	69.56	2,180.76
Table Money	970.38	7,486.56
Tournament Income	0.00	1,669.64
Total Trading Income	9,142.03	22,695.28
Gross Profit	9,142.03	22,695.28
Operating Expenses		
Accounting Software	62.25	249.00
Bank Fees	0.00	2.00
Bar Purchases	277.24	1,062.39
Consulting & Accounting	0.00	1,250.00
Depreciation	560.61	2,242.53
Electricity	213.85	1,007.49
Improver Costs	0.00	627.67
Kitchen Expenses	68.41	579.64
Levies & Charges	0.00	862.20
Office Expenses	61.01	456.55
Playing Materials	0.00	579.97
Prizes & Engraving	570.43	1,160.97
Property Expenses	0.00	265.71
Reimbursements (Honoraria)	300.00	1,200.00
Sundry Expenses	1,640.00	2,575.74
Telephone & Internet	56.52	226.08
Tournament Expenses	0.00	1,337.96
Wages	358.63	2,214.24
Water Rates	0.00	67.24
Total Operating Expenses	4,168.95	17,967.38
Net Profit	4,973.08	4,727.90

Cash Summary
 Taieri Bridge Club
 For the month ended 31 January 2026

Account	Jan 2026	Year to date
Income		
Advertising Income	(50.00)	925.00
Bar Sales	418.09	1,741.84
Donations	0.00	90.00
Interest Earned	48.48	253.47
Rent	0.00	1,321.76
Subscriptions	2,980.08	6,180.42
Sundry Income	71.30	2,252.06
Table Money	1,730.33	9,216.89
Tournament Income	0.00	1,669.64
Total Income	5,198.28	23,651.08
Less Expenses		
Accounting Software	0.00	305.25
Bank Fees	0.00	2.00
Bar Purchases	186.38	1,248.77
Consulting & Accounting	0.00	1,250.00
Electricity	213.85	1,317.11
Improver Costs	0.00	627.67
Kitchen Expenses	162.43	808.07
Levies & Charges	0.00	862.20
Office Expenses	316.01	779.62
PAYE Payable (includes Kiwisaver contrib)	(21.19)	5.85
Playing Materials	0.00	579.97
Prizes & Engraving	570.43	1,160.97
Property Expenses	0.00	265.71
Reimbursements (Honoraria)	0.00	1,200.00
Revenue in Advance	0.00	52.17
Rounding	0.00	0.94
Sundry Expenses	0.00	2,575.74
Supper Expenses	80.00	80.00
Telephone & Internet	56.52	282.60
Tournament Expenses	32.97	1,370.93
Wages	440.38	2,654.62
Water Rates	0.00	134.80
Total Expenses	2,037.78	17,564.99
Surplus (Deficit)	3,160.50	6,086.09
Plus GST Movements		
GST Collected	809.24	3,684.57
GST Paid	(229.09)	(1,684.88)
Net GST Movements	580.15	1,999.69
Net Cash Movement	3,740.65	8,085.78
Summary		
Opening Balance	56,106.27	51,761.14
Plus Net Cash Movement	3,740.65	8,085.78
Cash Balance	59,846.92	59,846.92

Profit and Loss		
Taieri Bridge Club		
For the month ended 31 January 2026		
Account	Jan 2026	Year to date
Trading Income		
Advertising Income	(50.00)	925.00
Bar Sales	418.09	1,741.84
Donations	0.00	90.00
Interest Earned	48.48	253.47
Rent	0.00	1,321.76
Subscriptions	(193.56)	7,249.26
Sundry Income	34.78	2,215.54
Table Money	1,730.33	9,216.89
Tournament Income	0.00	1,669.64
Total Trading Income	1,988.12	24,683.40
Gross Profit	1,988.12	24,683.40
Operating Expenses		
Accounting Software	62.25	311.25
Bank Fees	0.00	2.00
Bar Purchases	186.38	1,248.77
Consulting & Accounting	0.00	1,250.00
Depreciation	560.65	2,803.18
Electricity	211.62	1,219.11
Improver Costs	0.00	627.67
Kitchen Expenses	162.43	742.07
Levies & Charges	787.20	1,649.40
Office Expenses	300.38	756.93
Playing Materials	0.00	579.97
Prizes & Engraving	0.00	1,160.97
Property Expenses	0.00	265.71
Reimbursements (Honoraria)	0.00	1,200.00
Sundry Expenses	0.00	2,575.74
Supper Expenses	80.00	80.00
Telephone & Internet	56.52	282.60
Tournament Expenses	292.97	1,630.93
Wages	440.38	2,654.62
Water Rates	0.00	67.24
Total Operating Expenses	3,140.78	21,108.16
Net Profit	(1,152.66)	3,575.24

Balance Sheet	
Taieri Bridge Club	
As at 31 January 2026	
Account	31 Jan 2026
Assets	
Bank	
Kitchen Account	304.71
Main Account	13,548.70
Prudent Res - Carpet (Bonus Saver)	14,635.50
Prudent Res - Carpet (Term Deposit 2)	10,000.00
Prudent Res - Carpet (Term Deposit 3)	21,358.01
Total Bank	59,846.92
Current Assets	
Accounts Receivable	1,229.20
Bar Stock	772.37
Total Current Assets	2,001.57
Fixed Assets	
Buildings	149,996.00
Less Acc Deprn on Buildings	(113,203.46)
Less Acc Deprn on Plant & Equipment	(49,767.90)
Plant & Equipment	68,519.38
Total Fixed Assets	55,544.02
Total Assets	117,392.51
Liabilities	
Current Liabilities	
Accounts Payable	1,723.23
GST	1,844.61
Rounding	(0.94)
Total Current Liabilities	3,566.90
Total Liabilities	3,566.90
Net Assets	113,825.61
Equity	
Club Balance	110,250.37
Current Year Earnings	3,575.24
Total Equity	113,825.61