

MINUTES FOR THE MEETING OF THE TAIRI BRIDGE CLUB HELD AT THE CLUB ROOMS AT 7.00 P.M. ON 16TH JANUARY 2018.

**Present:** Barbara Wilkes, Eve Beardsmore, Jenny Magee, Val Wilson, Bob Gillanders, Joan Robertson, Christine Samson, Jen Macartney, Dale Cameron,

**Apologies:** Jude Smeijers

**Minutes of Meeting of  
14<sup>th</sup> November 2017:**

Confirmed as a true and correct record by Barbara, seconded by Jenny.

**Matters arising:**

Interest rate on simple saver – 2.1%, 3.15% for Term Deposit, 3.75% for Southland Building Society and 3.67% for the latest term deposit.

Copier has now been fixed but Eve still to get copy of service contract.

Barbara to check that the Annual Return has been filed.

The new zip will be installed this week or next. Eve organising.

Committee has decided not to go ahead with getting curtains cleaned however Dale will look at all curtains and fix if required.

The new foot path is still to go ahead but waiting for further correspondence from DCC.

Bob was to have researched the work Jane Stearns is doing in rejuvenating clubs and helping clubs with obtaining new members – it is back on his agenda to do.

**Correspondence:**

**Inwards**

**Snail Mail**

Resignation from Ruth McDiarmid

Also verbal resignation from Shirley Sheldon.

**Email:**

OfficeMax statement – (rec'd 12/01/18).

Vodafone Account – (rec'd 10/01/18).

Spacific Designs – reply to Jude re handicapping – (rec'd 08/01/18).

NZ Bridge – information on Volunteer of the Month – looking for nominations from clubs – (rec'd 10/01/18).

Mercury Online Billing – confirmation of signing up – (rec'd 10/01/18).

Alexandra Bridge Club – tournament results – (rec'd 07/01/18).

John Swan Statement – (rec'd 04/01/18).

Alexandra Bridge Club – reminder about their tournament – (rec'd 2/12/18).

Invercargill Bridge Club – Flyer for Swiss Pairs Tournament on 20<sup>th</sup> January-entries close 17/01 – (rec'd 22/12/17).

NZ Bridge – notification of Asia Cup in Bangladesh being cancelled – (rec'd 22/12/17).

John Swan – invoice attached – (rec'd 14/12/17).

O/S Bridge Flyer – forwarding flyer for Wellington Congress 21<sup>st</sup> – 25<sup>th</sup> April 2018, (rec'd 14/12/17).

NZ Bridge – Notification of recently qualified bridge directors – (rec'd 14/12/17).

NZ Bridge – newsletter from Alan Dormer – (rec'd 14/12/17).

BridgeNZ – holiday closing times – (rec'd 13/12/17).

Timaru Bridge Club – flyer for 8B Tournament on 3<sup>rd</sup> Feb, entries close 29/01 – (rec'd 13/12/17).

Karen Logan – request for nomination form – (rec'd 13/12/17). *A membership application to be emailed.*

NZ Bridge – Minutes from meeting on 17<sup>th</sup> Nov – (rec'd 11/12/17).

NZ Bridge – looking for someone to take on role of Regional Bridge Mate – (rec'd 08/12/17).

Vodafone account – (rec'd 08/12/17).

NZ Bridge – reminder that gradings close 15<sup>th</sup> Dec – (rec'd 04/12/17).

Vil Gravis – selling a book on tips and tricks for \$25.00 – *might be good for our club, newsletter* – (rec'd 05/12/17). *The Club has agreed to purchase this – Barbara to organise.*

O/S Bridge Admin – forwarding flyer for Alexandra Holiday Pairs – (rec'd 04/12/17).

OfficeMax Statement – (rec'd 04/12/17).

Alison Sands – thanking all for being so friendly – (rec'd 03/12/17).

O/S Bridge Admin – advising Winton Open B Pairs will now be held on 22/09, (rec'd 29/11/17).

OfficeMax Invoice attached – (rec'd 29/11/17).

Spacific Design – replying to Jude re handicaps – (rec'd 27/11/17).

NZ Bridge – Board Elections – Nominations for 2 board positions to be made by 13/02 – (rec'd 24/11/17).

NZ Bridge – Gradings and Tournament survey – (rec'd 23/11/17).

O/S Bridge Admin – Flyer for 20A SI Teams Tournament on 10<sup>th</sup> and 11<sup>th</sup> Feb, (rec'd 22/11/17).

Jaes Carpet Cleaning – quote for cleaning the curtains – (rec'd 21/11/17).

NZ Bridge – Board minutes from 7<sup>th</sup> Aug, 7<sup>th</sup> Sept and draft minutes from 2017 AGM – (rec'd 20/11/17).

Companies Office – need to update them with our new email address – (rec'd 16/11/17). *Check if this has been done.*

#### Outwards:

Correspondence moved by Barbara and seconded by Joan.

#### **Treasurer's Report:**

The treasurer's report is attached.

Cheque account balance	\$7,251.13
Total investments	\$61,378.86

Eve to investigate Mercury Power bill as very high.

Eve has advertising accounts ready for Joan.

Lessees to get a letter with new year's accounts reminding them of their obligations.

Cleaners should be starting back this week. Eve to organise chocolates for them as a thank you for their long service.

Approval of the accounts payable and acceptance of Treasurers report moved by Joan, seconded by Jenny.

## **Committee Reports:**

**Building:** Bridge gardens around entrance need a tidy up – will be organised in Autumn. The DCC do a yearly prune – will check with Jude when this may likely happen again.

**Bar:** Some stock needs to be replenished. Mention was made of the club's legal requirement to have food available at the bar.

**Stationery Supplies:** Packs of card supplies – will check with Jude for extra supplies.

**Kitchen:**

**Cards Sent:**

**Membership:** Jenny is still getting used to new system.

**Programme:** Handicapping update – Eve to find out how often handicaps are updated.  
On Monday nights players may now double learners as it is part of the game. With regard to learners using their cheat sheets for bidding the committee has agreed that this will be allowed until 1<sup>st</sup> March to allow learners to ease back into the year.  
Distribution of Flyers for lessons – to be distributed after 1<sup>st</sup> Feb by members.  
Date of Christmas Party – need to look at firming up date later on in the year.  
A request has been made for a meeting to be held for all volunteer directors to go over the new rule changes plus discuss responsibilities of being the fire warden. Eve is to ask Frank if he would oversee this meeting.  
Extensive discussion was held on the remuneration for the person taking lessons – to be decided next month after more information has been gathered by Eve.

**Computers:**

**Health & Safety:** There was discussion about the club purchasing its own mobility walker for use by our members. Joan moved that we would look at this and gather more information on cost and usage. Jenny will do this.

**General Business:** Report from sub committee re rule changes (arising from last meeting) – much work has been done on looking at all rules. Some queries about other rules were raised by committee members and these will be taken back to the sub-committee to discuss. Once this is finalised then a Special General Meeting of members will be held to be discussed, agreed and finalised.  
Eve was concerned that folk who had put their names down to volunteer for session duties had not been told whether they were needed or not. This is to be checked out.  
Bridge Club radio advertising with Susannah Pinkney – Eve to email to confirm we would like to go ahead if it's not too late.

Meeting closed at 9.25 pm. The next meeting will be held on Tuesday 13<sup>th</sup> February at 7.00 pm.

# Action List

## **Feb 2018**

- Committee to discuss remuneration for the person taking new member lessons,

## **Mar 2018**

- Can contact Thelma Turnbull (Daffodil day) if food to be made for tournaments.
- Bridge gardens around entrance need a tidy up – will be organised in Autumn

## **June 2018**

- First aid Box supplies to be checked.

## **November 2018**

- Term Deposit falls due early in the month
- Annual return to be filed on Incorporated Society
- To confirm final Christmas party night.

	TREASURERS REPORT		
	Nov-17		
<b>ACCOUNT BALANCES</b>			
Cheque Account as at 31 October 2017			\$ 8,266.62
Cheque Account as at 30 November 2017			\$ 8,015.32
<b>INVESTMENTS</b>			
PRCF Simple Saver	carpet		\$ 12,288.78
PRRR Westpac Term Deposit	Roof		\$ 23,523.22
PRHU SBS Investment	Heating		\$ 15,566.86
Westpac Term Investment	Heating		\$ 10,000.00
<b>TOTAL INVESTMENTS</b>			\$ 61,378.86
<b>ACCOUNTS TO PAY</b>			
IRD			\$ 37.78
Ricoh NZ Ltd			\$ 57.50
Mercury Energy			\$ 302.09
Vodafone			\$ 79.20
Kitchen account			\$ 193.29
DCC Water Rates			\$ 55.72
Certa Printing of books			\$ 604.24
OfficeMax			\$ 253.75
Brandwell Moller			\$ 8.65
			\$ 1,592.22

TAIERI BRIDGE CLUB NOVEMBER 2017			
<b>Opening Balance</b>	<b>31-Oct-17</b>		<b>\$ 8,266.62</b>
<b>Income</b>			
Table		\$ 2,619.00	
Rent		\$ 360.00	
Bar		\$ 237.50	
Interest		\$ 66.00	
Interest		\$ 30.58	
Subs		\$ 75.00	
Donation (G Cowie \$27, \$23 subs)		\$ 50.00	
Strategic Finance		\$ 55.94	
<b>Total</b>		<b>\$ 3,494.02</b>	
Lesskitchen wages	280		
Less bridge book	30	\$ 310.00	\$ 3,118.68
			<b>\$ 11,385.30</b>
<b>Expenses</b>			
Bridge NZ bidding pads		\$ 199.00	
KITCHEN A/C		\$ 257.46	
(Kitc 235.87, Bar 14.99 gen exp 6.60			
Honorarium-Petrol Vouch		\$ 850.00	
Honorarium -secretary		\$ 199.75	
Bonus Saver a/c		\$ 200.00	
Office Max		\$ 11.67	
Wages		\$ 162.22	
Mercury NZ		\$ 278.03	
IRD PAYE		\$ 37.78	
C Sansom Ink Cart		\$ 78.58	
Southern Hosp wine glasses		\$ 271.33	
Brandwells engrave glasses		\$ 279.45	
NZ Bridge-Babich Tourn		\$ 408.00	
Ricoh		\$ 57.51	
Vodafone		\$ 79.20	
<b>Total expenses</b>		<b>\$ 3,369.98</b>	<b>3369.98</b>
<b>Balance as at 30 November 2017</b>			<b>8015.32</b>

		<b>TREASURERS REPORT</b>		
		<b>Dec-17</b>		
<b>ACCOUNT BALANCES</b>				
Cheque Account as at 30 November 2017				\$8,015.32
Cheque Account as at 31 December 2017				\$ 7,251.13
<b>INVESTMENTS</b>				
PRCF Simple Saver		carpet		\$ 12,288.78
PRRR Westpac Term Deposit		Roof		\$ 23,523.22
PRHU SBS Investment		Heating		\$ 15,566.86
Westpac Term Investment		Heating		\$ 10,000.00
<b>TOTAL INVESTMENTS</b>				\$ 61,378.86
<b>ACCOUNTS TO PAY</b>				
IRD				\$ 30.22
Ricoh NZ Ltd				\$ 100.03
Mercury Energy				\$ 557.94
Vodafone				\$ 80.33
Kitchen account				\$ 144.98
				<b>\$ 913.50</b>

A late invoice came in for John Swan for \$539.35

	TAIERI	BRIDGE CLUB	Dec-17	
<b>Opening Balance</b>	<b>30-Nov-17</b>			<b>\$ 8,015.32</b>
<b>Income</b>				
Table		\$ 815.00		
Rent		\$ -		
Bar		\$ 145.00		
Badge		\$ 9.00		
Interest		\$ 30.23		
Subs		\$ 1,082.00		
Sub total		<b>\$ 2,081.23</b>		
Less kitchen wages	\$ 80.00			
Less photocopying Flyers	\$ 15.00	<b>\$ 95.00</b>		
<b>Total</b>		<b>\$ 1,986.23</b>		<b>\$ 1,986.23</b>
				<b>\$ 10,001.55</b>
<b>Expenses</b>				
Trents-BAR		\$ 152.94		
Brandwell Moller Badge		\$ 8.65		
IRD PAYE		\$ 37.78		
DCC Water charges		\$ 55.72		
Wages		\$ 129.78		
Eve re Xmas party exp		\$ 200.00		
Bridge NZ service on bridge dealer		\$ 218.50		
Office Max		\$ 253.75		
Certa Solutions		\$ 604.24		
Kitchen reimb		\$ 193.29		
Ricoh		\$ 57.50		
Vodafone		\$ 80.33		
Bridge saver a/c		\$ 200.00		
Mercury NZ		\$ 557.94		
		<b>\$ 2,750.42</b>		<b>\$ 2,750.42</b>
<b>Total as at 31 December 2017</b>				<b>\$ 7,251.13</b>