

MINUTES OF THE MEETING OF THE TAIERI BRIDGE CLUB COMMITTEE HELD AT THE CLUB ROOMS AT 7.00 P.M. ON 9<sup>TH</sup> JULY 2019.

**Present:** Jenny Magee, Dale Cameron, Barbara Wilkes, Alan Lewthwaite, Cathy Ferguson, Eve Beardsmore, Patsy Williams, Joy Martin-Frew

**Apologies:** Jen Macartney, John Aitcheson

**Minutes of Meeting of 18<sup>th</sup> June 2019:** Confirmed as a true and correct record by Cathy, seconded by Patsy.

**Matters arising:** A typo in the previous minutes – to be corrected to read men's room not to purchased – it should have read 'purpose'.

It should be a Sunday afternoon not night that was mentioned for bridge.

Tablet update. Quote has been received for \$131.00 each (GST incl) or \$3,277.00 for 25 units. Our current Bridgepads are starting to wear out and are expensive to replace the small membranes. Money could come from savings account to pay this outright. Jude came in to inform us about what she knew about the tablets. They are half the size of an iPad – we probably need 7 or 8 inch screen and have coloured touch screens, and batteries that last 10 hours. We would need to purchase/sort docking stations for each tablet. The software has been developed by a Swedish company, which we would purchase online, (they sell a licence to use it with 1<sup>st</sup> month free), license for 15 tablets. 2 parts to the software – the controlling piece and then there is the slaves (software that you put on the tablets). The software is used world wide. Best to buy license for 12 months is cheapest form. Could apply for charity – pub trust etc but need to apply prior to buying them. Jenny would like to move a motion that the Club goes ahead to purchase 25 tablets, seconded by Patsy. Agreed by 7 of 8 committee members (Eve likes the idea but doesn't approve at this stage).

Ricoh update. Email from John "I have the 2 contracts for you to look at and I highly recommend the rental agreement as it is at 5 cents a copy and No minimum payment, the only issue is we don't own it but if it does break down then they replace at no cost to us. Alan proposed that we go ahead with the recommendation made by John to rent the machine, seconded by Patsy. Agreed unanimously.

**Correspondence:**

**Inwards**

**Snail Mail:**

Bank Statement

Club annual membership

DCC invoice for annual lease

Southern Hospitality advertising pamphlet

Email:

East Otago Club – Flyer for Charity Tournament on 11<sup>th</sup> August, entries close 8<sup>th</sup> Aug. (rec'd 04/07).

Danny Roth – latest bridge books on Boost your bidding to a higher level - \$14.95, Test your bidding against the Experts - \$15.95, Outsmart the Bridge Experts - \$14.95, More Breaking the Rules - \$19.95 – (rec'd 04/07).

NZ Bridge – link to Bridge Zone Radio Show – (rec'd 03/07).

NZ Bridge – 3 posters attached advertising different aspects of this year's National Bridge Congress in Hamilton in late September – (rec'd 02/07).

Ricoh – Statement showing balance \$96.77 – (rec'd 02/07).

NZ Bridge – looking for nominations for Volunteer of the Month – (rec'd 02/07).

Patsy Williams – copies of quotes – (rec'd 01/07).

Brandwell Moller – Statement showing balance \$13.80 – (rec'd 01/07).

O/S Bridge Admin – Flyer for North Island Pairs 20A Points – (rec'd 28/06).

PB Technologies – wanting to know which educational institute they are quoting for – (rec'd 28/06).

NZ Bridge – reminder that we will receive our invoice for the next instalment for player levies on July 15<sup>th</sup>. – (rec'd 26/06).

NZ Bridge – link to The Radio Show – (rec'd 26/06).

Jude Smeijers – copy of flyer for our 8B Graded Pairs Tournament – (rec'd 22/06).

Brandwell Moller – invoice for \$13.80 – (rec'd 24/06).

O/S Bridge Admin – flyer for Winton 5A Open 5A Pairs Tournament – (rec'd 20/06).

NZ Bridge Secretary – looking for photos of winners at Tournaments – need to ask the people in the photo permission to use the photo in social media etc. Also attached is a Report to Affiliated Clubs on RBM project – players across NZ have increased by 1.74% (first time increase in 19 years), bigger increase for clubs using RBM – (rec'd 20/06).

NZ Bridge – link to latest podcast – (rec'd 19/06).

Mercury online bill - \$370.48 – (rec'd 19/06)

NZ Bridge – draft minutes for the recent National Conference – (rec'd 17/06).

NZ Bridge – reminder that nominations for July exam series are due in – (rec'd 17/06).

NZ Bridge Invoice - \$380.19 – for (rec'd 15/06).

NZ Bridge – detailing Director assessment weekends for Tournament level qualifications.

Outwards:

Acceptance of correspondence moved by Barbara and seconded by Dale.

**Treasurer's Report:**

The full treasurer's report for June is attached.

Invoices to pay:

**Accounts to pay:**

Mercury	\$ 347.43
Vodafone	\$ 72.99
Ricoh	\$ 96.77
Wages - J Elfield	\$ 129.78
IRD - PAYE	\$ 30.22
Kitchen A/c	\$ 326.20
NZ Bridge	\$ 380.19
Bonus Saver	\$ 200.00
Brandwell Moller	\$ 13.80
Alan Lewthwaite	\$ 50.98

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\$1,648.36

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

**Committee Reports:**

**Building:**

Insurance policy update. We have had an independent person in the know read our insurance policy (Patsy's daughter) and she has reported back that we have got good insurance cover and there is no need to worry about any of the groups that use our rooms that may wish to use our kitchen.

Phone relocation – Eve to organize quote. Adams quote came in for \$388.00. Jenny moved a motion that the phone stays where it currently is, seconded by Alan. 7 out of 8 committee members agreed, Eve did not agree.

**Bar:**

Bar prices increase. Some items will have a small increase – effective 1<sup>st</sup> September.

**Stationery Supplies:**

Nothing to purchase

<b><u>Kitchen:</u></b>	More biscuits have been purchased.
<b><u>Cards Sent:</u></b>	Frank is in hospital and so is Jean Wallace – cards to be sent.
<b><u>Membership:</u></b>	Jenny, Alan, Christine (sub-committee) met Gill Alexander (Regional Bridge Mate) re our declining membership numbers. Christine is meeting again tomorrow as there is a major worry with declining numbers. Gill has sent a report yesterday but it is still being digested. Tomorrow they will be looking at statistics of members that attend. Jane Stearns would like to skype (FaceTime) at next meeting. A suggestion has been put forward that they may look at contacting members to see why they aren't coming. Also seeing if we could offer an alternative session on a different day. Partnership officer should do their best and should be given enough time. Looking at concentrating on new members. It has been suggested that club be prepared reduce the number of boards to finish earlier to help encourage the new players to keep coming. Poems to be included in next newsletter about bridge etiquette and encouraging our new members to feel welcome.
<b><u>Programme:</u></b>	<p>Taieri Graded Pairs coming up Saturday 27<sup>th</sup> July. Lindsay to direct. Help will be required in the kitchen on Friday afternoon (Patsy, Alan have offered to help). Janet Rutherford may help on the Saturday. Need to butter scones etc – probably about 2 hours in the morning, and then from 3 o'clock to clean up. Committee members have offered to makes loaves. Will need a float for this. Dale to organise it.</p> <p>Charity tournament on 25<sup>th</sup> August – Barbara to direct.</p> <p>Junior tournament on Sept 29<sup>th</sup> – Jude will be away for 8 weeks.</p>
<b><u>Lessons:</u></b>	Learners to come into Monday play on 26 <sup>th</sup> August.
<b><u>Computers:</u></b>	Computer had problem as software froze. Jude sorted it. Committee is interested to know what the issue was.
<b><u>Health &amp; Safety:</u></b>	Nothing to report.
<b><u>General Business</u></b>	<p>Eve has offered a donation of \$50.00 for the old copier – agreed by committee. New copier to be installed at 1 o'clock tomorrow..</p> <p>The room is quite warm now at night with the heating temperature increased.</p>

Meeting closed at 8.42 pm. The next meeting will be held on Tuesday 13<sup>th</sup> August 2019 at 7.00 pm.

# Action List

## September 2019

- To consider if wording needs to be changed for table money before AGM.

## November 2019

- Look to see if there is interest in Party in the Park as it can take quite a lot of work to organise.

## April 2020

- Term deposit falls due on 24<sup>th</sup> April.

## July 2020

- Fire Extinguisher may need annual check.

Taipei Bridge Club

BANK1: Cheque - Statement Date: 28/06/2019 - Statement Page: 265

Statement Opening Balance:

9,309.90

Date	Type	Ref	Description	Gross
5/06/2019	CR	Receipt	Banking (Table money, Bar)	440.50
25/06/2019	CP	Transfer	Bonus saver	-200.00
19/06/2019	CP	AP	DCC (Liquor licence)	-161.00
20/06/2019	CP	AP	DCC (Water rates)	-57.80
19/06/2019	CP	AP	DCC Water (Water rates)	-57.80
19/06/2019	CP	AP	Eric Shaw (Plumbing repairs)	-335.79
28/06/2019	CR	Receipt	Interest (Cheque interest)	0.68
5/06/2019	CR	Receipt	Interest (Term deposit)	28.88
19/06/2019	CP	AP	IRD (Paye)	-37.78
27/06/2019	CP	AP	J ELFIELD (Wages)	-129.78
19/06/2019	CP	AP	J Smeijers (Tournament reimburse)	-113.20
19/06/2019	CP	AP	Jardine Llyod thompson (Insurance)	-3,625.15
28/06/2019	CP	AP	Kitchen a/c (Reimburse )	-114.17
19/06/2019	CP	AP	Mercury (Power)	-298.96
20/06/2019	CP	AP	Office Max (Stationery)	-101.17
18/06/2019	CR	Receipt	Ricoh (Photocopying)	-104.90
25/06/2019	CR	Receipt	Table Money (Table money, Bar)	320.50
12/06/2019	CR	Receipt	Table money (Table money, Bar)	241.50
14/06/2019	CR	Receipt	Table money (Table money, Bar)	337.00
25/06/2019	CP	AP	Tournament June (Income)	770.00
			Vodafone (Telephone)	-74.94

21 items reconciled with a value of:

-3,273.38

Calculated closing balance:

Closing Balance as per Statement:

6,036.52

Difference:

6,036.52

0.00

Unpresented (posted) transactions:

Date	Type	Ref	Description	Gross
31/03/2019	CR	Receipt	B Blok (Donation)	125.00

1 (posted) items not reconciled with a value of:

125.00

Calculated ledger balance:

6,161.52

Ledger Balance for period ending 30/06/2019:

Difference from calculated ledger balance:

6,161.52

0.00

## Taieri Bridge Club

### Profit and Loss for June 2019

	June	YTD
<b>Income</b>		
Donations	\$ -	\$ 350.00
Interest Earned	\$ 0.68	\$ 6.44
Investment Interest	\$ 28.88	\$ 279.59
Rent	\$ -	\$ 1,573.93
Advertising Income	\$ -	\$ 652.17
Table Money	\$ 1,126.08	\$ 12,413.03
Subscriptions	\$ -	\$ 5,138.14
Bar Sales	\$ 212.61	\$ 1,856.96
Tournament Income	\$ 669.57	\$ 1,713.05
Lesson Income	\$ -	\$ 834.77
	<b>\$ 2,037.82</b>	<b>\$ 24,818.08</b>
<b>Expenses</b>		
Property Expenses	\$ 291.99	\$ 4,386.51
Electricity	\$ 259.97	\$ 2,442.32
Cleaning Wages	\$ 129.78	\$ 1,395.12
Cleaning PAYE	\$ 37.78	\$ 340.00
Cleaning Sundry	\$ -	\$ 6.85
Office Expenses	\$ 152.09	\$ 1,457.77
Water Rates	\$ 100.52	\$ 244.10
Telephone	\$ 65.17	\$ 669.44
Insurance	\$ 3,152.30	\$ 3,152.30
Reimbursements	\$ -	\$ 913.04
Accounting Software	\$ -	\$ 94.90
Levies and Charges	\$ -	\$ 2,118.00
Prizes and Engraving	\$ -	\$ 222.50
Playing Materials	\$ -	\$ 80.56
Bar Purchases	\$ 158.23	\$ 995.93
Tournament Expenses	\$ 109.94	\$ 766.46
Kitchen Supplies	\$ 96.63	\$ 1,164.32
Supper Expenses	\$ 200.00	\$ 2,140.00
Sundry Expenses	\$ -	\$ 1,897.83
Lessons Advertising	\$ -	\$ 1,221.36
Lessons Tutor	\$ -	\$ 730.00
	<b>\$ 4,754.40</b>	<b>\$ 26,439.31</b>
<b>Profit (Loss)</b>	<b>\$ (2,716.58)</b>	<b>\$ (1,621.23)</b>
<b>Balances</b>		
Cheque Account	\$ 6,161.52	
Prudent Reserves for Carpet and Flooring	\$ 16,199.04	
Prudent Reserves for Heating Upgrade	\$ 30,937.42	
Prudent Reserves for Roof Repairs	\$ 19,023.22	
<b>Total Cash</b>	<b>\$ 72,321.20</b>	