

MINUTES OF THE MEETING OF THE TAIERI BRIDGE CLUB COMMITTEE HELD AT THE CLUB ROOMS AT 7.25 P.M. ON 14 JULY 2020.

Present: Jen Macartney, Jenny Magee, Barbara Wilkes, Cathy Ferguson, Alan Lewthwaite, Dale Cameron, Patsy Williams, Joy Martin-Frew

Apologies: Dawn Brieseman, John Aitcheson

Minutes of Meeting of 9 June 2020: Confirmed as a true and correct record by Patsy, seconded by Jen.

Matters arising:

Correspondence:

Inwards

Snail Mail:

NZ Bridge – leave a legacy

NZ Bridge – Master Certificates for R Cowan, J Robertson, S Whyte, A Lewthwaite, S Kerr.

Flier on National Congress

NZ Bridge Manual

Email

Ricoh Statement – (rec'd 01/07).

Peta Smith – wished to be deleted from tournament entry – (rec'd 01/07).

NZ Bridge – link to latest Bridge Zone Radio Show podcast – (rec'd 01/07).

Kristen Collins – invoice for tutoring – (rec'd 30/06).

O/S Bridge Admin – forwarding a message re 7-day trial of Jack Stocken Daily Bridgecast – (rec'd 30/06).

Enterprise Dunedin – working with e-retail website Dunedin Online for a 3-month free promotional package – (rec'd 30/06).

NZ Bridge – new updated manuals have been posted out – (rec'd 28/06).

Ricoh – invoice \$248.81 – to fix broken paper tray sensor – any machine damage is outside service agreement – (rec'd 26/06). *We need to take care putting paper in and out of machine as we have caused this damage.*

O/S Bridge Admin – Flyer for Otago Junior Pairs – Sunday 19 July, start 10 am, cost \$20.00, entries close 17th July. – (rec'd 26/06).

O/S Bridge Admin – Otago Swiss Pairs, 2nd August, cost \$25.00 per person, entries close 29 July. (rec'd 26/06).

NZ Bridge – Congress venue now in jeopardy, they are trying to locate, please hold off making any bookings. (rec'd 25/06).

Ricoh - \$21.28 – (rec'd 25/06).

NZ Bridge – link to Bridge Zone Radio Show – (rec'd 24/06).

Vodafone - \$72.99 – (rec'd 24/06).

NZ Bridge – reminder for overdue invoice from March for Masterpoint and sessions charges – (rec'd 23/06).

NZ Bridge – next levy invoice to be sent out 15 July – (rec'd 22/06).

Lynne Newell – asking to be put on mailing list for newsletters – (rec'd 21/06). *Omitted in error and now rectified.*

Xero Invoice - (rec'd 21/06).

O'S Bridge Admin – Flyer for South Island Pairs in Invercargill, 29th and 30th August – entries close 20/08. (rec'd 19/06).

Spacific Design – reply to Jude re results uploading to the web – (rec'd 18/06).

Mercury - \$259.15 – (rec'd 18/06).

NZ Bridge – link to The Bridge Zone Radio Show – (rec'd 17/06).

Ir Iskandar – Bridge Base teams tournament – (rec'd 15/06).

NZ Bridge – News from the Chair – (rec'd 15/06).

NZ Bridge – Invoice \$192.97 for session charges between 01/03 – 31/05 – (rec'd 15/06).

Joanna De Bono – wishing to join our club along with her husband – (rec'd 14/06).

NZ Bridge – Preliminary notice of AGM – (rec'd 12/06).

Clive Cumming – answer to query on bidding – (rec'd 12/06).

NZ Bridge – copy of Board minutes from 12/05 – (rec'd 11/06).

NZ Bridge – link to Bridge Zone Radio Show – (rec'd 10/06).

Vodafone – invoice \$72.99 – (rec'd 09/06).

Email:

Outwards: -

Acceptance of correspondence moved by Barbara and seconded by Cathy.

Treasurer's Report:

The treasurer's report for June is attached.

Invoices paid since last meeting:

NZ Bridge	\$191.13 (from March missed)
DCC Water	\$48.48
DNA Contracting	\$221.74 (Heat pump fixed)
Kristen Collins	\$600.00 (tutors costs)
Southern Hospitality	\$157.85 (missed previously)
Xero	<u>\$69.00</u>
	\$1,288.20

\$50 New World Voucher to be used for Tournament. Journal to be done to reflect advertising income.

Invoices to be paid in July:

Mercury	\$233.23
Vodafone	\$72.99
Ricoh	\$248.81 and \$21.28
NZ Bridge	\$192.97
DCC Liquor Licence	\$161.00
PAYE	\$59.44
Wages	\$162.22
DCC Lease	\$1177.85
Serious Saver	<u>\$200.00</u>
Total	\$2,529.79

Second bank statement for kitchen account cancelled as we get one online.

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

Committee Reports:

Building:

Light bulb to be fixed over table 1.
Fire extinguisher will be checked over by Alan.
Shrubs at the front to be tidied up by the DCC. Cathy to ring.
Heating to be looked at so it's warm enough but not too hot.

Bar:

Bar needs to be stocked for the tournament.
Reminder that the stocktake to be done for 31 August.

Stationery Supplies:

Bidding pads to be purchased and delivered to Alan's place.

Kitchen:

Kitchen girl ok.

Dishwasher leaked last week but hopefully Alan has fixed it. He is monitoring it.

Cards Sent:

No cards sent

Membership:

Jo De Bono has applied as a new member which has been accepted.

Programme:

Taieri Graded Pairs – 25/07- Joy needs help with catering as Jenny Magee is unavailable. Cathy can help in the morning. Fillings can be pre made and sandwiches made on the morning. Need someone at the tournament to keep the snacks replenished during the tournament. Dale to do the bar. Lindsay is directing. Need more entries – so far only 13 pairs.

Hospice Tournament date changed with Hospice who are thrilled with that. – October 11th.

Prize giving amendments to criteria for championship pairs? We lost 2 championship pairs on Monday and 3 sessions on Wednesday. For

both Monday and Wednesday Championship pairs it will be the best 5 nights out of 6.

Lessons:

Lessons are going well. 16 attending tonight. All coming in on Fun night of Labour Night.

Computers:

Committee approves unanimously purchase of new version of Scorer.

Committee would like if possible written instructions on how to fix common faults – laminated sheet. Kristen also thought this would be helpful if she is to direct.

Health & Safety:

Nothing to report.

General Business:

Coffee and table card money – want to look at tokens instead as this idea may prove difficult to balance every night. To broach the subject at the AGM for discussion. Jen to look more into cheap tokens.

AGM – anything we need to do? Date is 19th October. Check on Auditor. Committee members for next year as 1 may be stepping down.

Meeting closed at 8.35 pm. The next meeting date will be 11th August 2020.

Action List

Sept 2020

- Wording to be looked at for Monday night basic junior bidding style.
- Painting of front of club rooms

August 2021

- Mercury power bill contract to come to an end.

Cash Summary
Taieri Bridge Club
For the month ended 30 June 2020
Including GST

	Jun 2020	YTD Actual
Income		
Advertising Income	\$0.00	\$682.45
Bar Sales	\$37.50	\$1,467.00
Donations	\$100.00	\$100.00
Interest Earned	\$53.04	\$436.44
Investment Interest	\$0.00	\$1,527.38
Lesson Income	\$30.00	\$420.00
Rent	\$225.00	\$1,840.00
Subscriptions	\$0.00	\$6,438.00
Sundry Income	\$0.00	\$843.12
Table Money	\$520.00	\$10,630.00
Tournament Income	\$0.00	\$1,370.00
Total Income	\$965.54	\$25,754.39
Less Operating Expenses		
Accounting Software	\$0.00	\$69.00
Bank Fees	\$0.00	\$3.00
Bar Purchases	\$0.00	\$915.64
Cleaning Sundry	\$0.00	\$39.37
Cleaning Wages	\$289.78	\$1,689.78
Consulting & Accounting	\$69.00	\$770.53
Electricity	\$196.88	\$2,698.15
Insurance	\$3,653.91	\$3,653.91
Kitchen Expenses	\$8.88	\$556.80
Lesson Advertising	\$0.00	\$820.33
Levies & Charges	\$530.15	\$2,602.78
Office Expenses	\$123.50	\$1,195.01
Playing Materials	\$0.00	\$304.25
Prizes & Engraving	\$0.00	\$526.80
Property Expenses	\$255.00	\$316.60
Reimbursements	\$0.00	\$1,040.00
Repairs and Maintenance	\$0.00	\$860.78
Sundry Expenses	\$0.00	\$2,233.12
Supper Expenses	\$80.00	\$1,712.92
Telephone & Internet	\$72.99	\$747.84
Tournament Expenses	\$0.00	\$835.65
Water Rates	\$46.84	\$97.14
GST	\$0.00	\$563.57
PAYE Payable	-\$30.22	-\$30.22
Sundry Creditors (Non Xero)	\$0.00	\$30.22
Total Operating Expenses	\$5,296.71	\$24,252.97
Operating Surplus (Deficit)	-\$4,331.17	\$1,501.42
Plus Non Operating Movements		
Computer Equipment	\$0.00	-\$4,735.32
Total Non Operating Movemen	\$0.00	-\$4,735.32
Net Cash Movement	-\$4,331.17	-\$3,233.90
Summary		
Opening Balance	\$71,043.56	\$69,955.17
Plus Net Cash Movement	-\$4,331.17	-\$3,233.90
Closing Balance	\$66,712.39	\$66,721.27

Profit and Loss

Taieri Bridge Club

For the month ended 30 June 2020

Cash Basis

<u>Account</u>	<u>Jun 2020</u>	<u>YTD</u>
Trading Income		
Advertising Income	0.00	593.44
Bar Sales	32.61	1,275.66
Donations	100.00	100.00
Interest Earned	53.04	436.44
Investment Interest	0.00	1,527.38
Lesson Income	26.09	365.22
Rent	195.65	1,599.97
Subscriptions	0.00	5,598.08
Sundry Income	0.00	735.13
Table Money	452.17	9,243.49
Tournament Income	0.00	1,191.30
Total Trading Income	859.56	22,666.11
Gross Profit		
	859.56	22,666.11
Operating Expenses		
Accounting Software	0.00	60.00
Bank Fees	0.00	3.00
Bar Purchases	0.00	796.21
Cleaning Sundry	0.00	34.23
Cleaning Wages	289.78	1,689.78
Consulting & Accounting	60.00	670.01
Electricity	171.20	2,346.21
Insurance	3,177.31	3,177.31
Kitchen Expenses	7.73	491.94
Lesson Advertising	0.00	713.33
Levies & Charges	461.00	2,263.29
Office Expenses	107.39	1,056.93
Playing Materials	0.00	270.43
Prizes & Engraving	0.00	458.09
Property Expenses	221.74	275.31
Reimbursements	0.00	904.35
Repairs and Maintenance	0.00	748.50
Sundry Expenses	0.00	1,941.84
Supper Expenses	80.00	1,661.67
Telephone & Internet	63.47	650.31
Tournament Expenses	0.00	741.01
Water Rates	40.73	84.47
Total Operating Expenses	4,680.35	21,038.22
Net Profit		
	(3,820.79)	1,627.89

Balance Sheet

Taieri Bridge Club
As at 30 June 2020

<u>Account</u>	<u>30 Jun 2020</u>
Assets	
Bank	
Cheque Account	3,767.62
Cheque Account (Kitchen)	330.87
Prudent Res - Carpet	19,174.04
Prudent Res - Heating 2	28,000.00
Prudent Res - Roofing	15,439.86
Total Bank	66,712.39
Current Assets	
Accounts Receivable	(100.00)
Bar Stock	854.30
Cash Float	80.00
Total Current Assets	834.30
Fixed Assets	
Buildings	149,996.00
Computer Equipment	4,147.02
Less Acc Depn on Buildings	(99,002.37)
Less Acc Depn on Plant & Equipmen	(48,396.96)
Plant & Equipment	51,629.20
Total Fixed Assets	58,372.89
Total Assets	125,919.58
Liabilities	
Current Liabilities	
Accounts Payable	(339.02)
GST	(174.01)
PAYE Payable	30.22
Sundry Creditors (Non Xero)	7.56
Total Current Liabilities	(475.25)
Total Liabilities	(475.25)
Net Assets	126,394.83
Equity	
Club Balance	126,936.74
Current Year Earnings	(541.91)
Total Equity	126,394.83