

MINUTES OF THE MEETING OF THE TAIERI BRIDGE CLUB COMMITTEE HELD AT MARIE KEAN'S HOUSE AT 6.40 P.M. ON 9th JULY 2024.

Present: Marie Kean, Marg Auty, Barbara Wilkes, Diane Paterson, Jan Methers, Lyn McLaren, Deirdre Bruce, Merv Muir.

Apologies: Jen Macartney

Minutes of Meeting of 11th June 2024:

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

Matters Arising:

DCC Alcohol Licence – received 2 July. New Licence now in bar on display.

Photocopier – new drum installed.

EFTPOS – costs below:

EFTPOS Costs	Monthly Cost	Yearly costs	3 yr costs	
Smart Pay Lease	\$ 40.25	\$ 483.00	\$ 966.00	1st 12 months free, needs wifi, would need to organise merchant number with bank
Network Cost	\$ 21.73	\$ 260.76	\$ 782.28	
		\$ 743.76	\$ 1,748.28	
EFTPOS Now	42.49	\$ 509.88	\$ 1,019.76	12 months free
Network Cost	21.73	\$ 260.76	\$ 782.28	
		\$ 770.64	\$ 1,802.04	
Anything's Pos	\$ 71.30	\$ 855.60	\$ 2,566.80	local supplies but most expensive to rent
Network Cost	\$ 21.73	\$ 260.76	\$ 782.28	
		\$ 1,116.36	\$ 3,349.08	
Anything's Pos - purchase			\$ 799.25	Cheapest overall
Software Maintenance			\$ 476.97	
			\$ 1,276.22	

EFTPOS too expensive to consider as only \$2,000.00 cash collected annually. Barbara to email the three EFPOS providers declining their quote. The committee to look at tickets to purchase alcohol. –The barrier to this at the moment is that the current bar prices vary too much between items. Could consider just two prices of bar. Marie to ask how many people drink cask wine.

Heating in the foyer – Marie to bring a heater that would run from cloak room. Investigate a new plug being installed – Brian Johnson Electrical. Newsletter – trialling having the door open into foyer.

Correspondence:

Inwards

Snail Mail:

Email:

Christine McNamara – Auditor – saying time now to pass the audit on and she is recommending Maree McGregor from Southern Audit who charges \$1,080.00 + GST – (rec'd 8/7). *Agreed to go ahead.*

Glenda Kyle – wanting her membership number – (rec'd 7/7). *Barbara has replied back to her.*

Smart Pay – follow up email – (rec'd 4/7).

Ricoh – Statement – (rec'd 2/7).

Avril Power – all paperwork etc passed on, updated job description emailed to Marg and Jan, training has occurred on 3/7, club keys handed over – (rec'd 4/7).

Lee Ashton – some things to go in newsletter regarding some hands – (rec'd 4/7).

DCC – lease of land - \$1,668.89 – (rec'd 2/7).

DCC – confirmation of Alcohol License renewed – (rec'd 2/7).
Certificate printed off and laminated to be updated in bar.

DCC – new tariffs for treated water charges increased from \$1.93 to \$2.22 per 1,000 litres, raw water increased from \$0.11 to \$0.13 per 1,000 litres – (rec'd 1/7).

Brandwell Moller – Statement – (rec'd 1/7).

Anything's Pos – EFTPOS quote – (rec'd 28/06).

Sorry Partner – latest podcast – (rec'd 27/06).

Xero – update – (rec'd 27/06).

NZ Bridge – Minutes from 29/05 (working on draft constitution, new mileage rate now 95 cents per kilometre), and 10/06 (rec'd 27/6).

NZ Bridge – info regarding youth players – (rec'd 27/06).

Barbara Wilkes – formally requesting leave of absence from 13/08 until 7/11 – (rec'd 25/06).

Smartpay – EFTPOS quote – (rec'd 25/06).

Mercury - \$359.15 due 29/7 – (rec'd 25/06).

EFTPOS Now – quote received – (rec'd 24/06).

Charities Newsletter – (rec'd 24/06).

Smartpay – requiring further information – (rec'd 23/6).

Avril Power – resignation as Table Fee Administrator – effective 30 June – (rec'd 24/06).

Jude Smeijers – copy of email to John Shanks as problem with bandwidth – (rec'd 22/06).

Xero - \$61.24 – (rec'd 21/06).

Ricoh - \$81.96 – (rec'd 20/06).

DCC – reply to query about progress of Alcohol Licence – (rec'd 20/06).

IRD – payment reminder – (rec'd 20/06).

Chris Wither – congratulating committee on Special General Meeting and being incorporated under new rules – (rec'd 19/06).

Incorporated Society – copy of new Certificate of Incorporation – (rec'd 19/06).

Incorporated Society – accepting upload of rules – (rec'd 19/06).

Robert Cowan – apology for Special General Meeting. Also mentioning concern about President only standing for 2 years and didn't want Saturday players to be limited at all – (rec'd 17/06).

Peta Smith – apology for Special General Meeting – (rec'd 17/06).

Val Wilson – apology for Special General Meeting – (rec'd 16/06).

Judy Bevin – apology for Special General Meeting – (rec'd 16/06).

Winton Bridge Club – Flyer for Winton 5A Open Pairs on 20/07, (rec'd 16/06).

NZ Bridge – information from Teaching and Learning Committee – running Supported Online practice on Sunday from 7/7 – from 4-5.30 – (rec'd 14/06).

Winton Bridge Club – looking for more entries for their Junior Tournament – (rec'd 14/06).

Oamaru Bridge Club – reminder about their new email address – (rec'd 14/06).

Sorry Partner – latest podcast – (rec'd 13/06).

Robert Cowan – via email to Barbara – request for heating to be looked at in foyer as very cold – (rec'd 13/06).

Graeme Stout – bank details for tournament prize – (rec'd 12/06).

Murat Genz – bank details for tournament prize – (rec'd 12/06).

David Larsen – bank details for tournament prize – (rec'd 12/06).

Wanaka Bridge Club – will forward on our flyer to tournament group – (rec'd 12/06).

Gillian Alexander – correcting date for Oamaru Tournament – (rec'd 12/06).

O/S Bridge Admin – confirmation of change of date for Junior Tournament – (rec'd 12/06).

One.NZ - \$58.96 – (rec'd 12/06).

NZ Bridge – reminder about next instalment for player levies will be sent out 15/07 – (rec'd 12/06).

Robert Cowan – sent email regarding the heat in the foyer. – (rec'd 12/06).

Outwards:

Email to Abigail Fergus, Raylene Wilson, Judith Stanbridge to accept as new members.

Acceptance of correspondence moved by Barbara and seconded by Lyn.

Treasurer's Report:

The treasurer's report for July is attached.

TAIERI BRIDGE CLUB	
ACCOUNTS TO PAY JULY 2024	
Mercury	\$ 359.15
Ricoh	\$ 81.96
Xero - July/August	\$ 61.24
One.nz	\$ 58.98
Wages - July	\$ 447.34
PAYE - June	\$ 123.45
Simple Saver - July	\$ 200.00
Dunedin City Council - ground rent	\$ 1,668.89
	\$ 3,001.01

<u>Paid since last meeting</u>	
Kitchen Account – Monthly Top up June	\$ 500.00
Kitchen account - bar payments	\$ 370.56
Kitchen account - kitchen payments	\$ 108.98
Kitchen account - Frozen direct tournament	\$ 105.20
Kitchen account - Couplands tournament	\$ 25.77
Kitchen account - New world tournament	\$ 105.28
Kitchen account - Woolworths tournament	\$ 20.40
Mitre10 - voucher for Robert Cowan	\$ 100.00
Matthew McManus First	\$ 70.00
Brad Johnston First	\$ 70.00
Mark Wilson Second	\$ 50.00
Ramon Quennell Second	\$ 50.00
Murat Genc Third	\$ 30.00
Graeme Stout Third	\$ 30.00
David Larson Fourth	\$ 30.00
Murray Barron Fourth	\$ 30.00
Lyn Clark First Intermediate	\$ 40.00
Christine Samson First Intermediate	\$ 40.00
Heart Saver Performance Check	\$ 171.35
Jan Methers - tournament bread	\$ 6.39
	\$ 1,953.93
Total approved	\$ 4,954.94

The last tournament made a profit of \$291.26 ex GST.

Club is running at a loss – estimating to be \$3,500.00 by end of August. Losses previously – 2019 \$4,444.00, 2020 \$4,168.00, 2022 \$5,924.00, 2023 \$6,628.00 and only one modest surplus in 2021 \$1,095. There are some big costs faced in the future (carpet, heat pumps, steriliser, new computer, sound system), as well as increased audit costs. There are three options to consider to balance the books in the future as follows:

1. Increase subscription amount by \$10.00 per person but that only nets about \$1,060.00 (ex GST).
2. Increase table money by \$1.00 per session – likely to be bigger increase than \$10.00 per person as most people play more than on average 28 games per year – resulting in an increase in \$3,416.00.

3. Cutting costs – one option would be to cut supper costs – currently costing \$1,400.00 plus costs of biscuits on top of this.

Lyn proposes that the table money increases to \$6.00 per session effective 1st September being the start of the financial year, seconded Barbara. Agreed unanimously.

Revisiting the process: To allow for the changeover to go smoothly members still pay online, with reference table money and name, and we will endeavour to get the cards to you within the week..

In the new rules it still allows for the committee to set table money and then the table money amount is just “confirmed” at the AGM.

It would make more sense to increase the table money by the start of the new financial year being 1st September.

Club room rents – last increased November 2022. Merv proposed that the rent be increased per session from 1st October from \$85.00 to \$95.00 seconded by Barbara. Marie abstained from voting due to a conflict of interest. – Barbara/Marie to write to them new contact details.

Approval of the accounts payable and acceptance of Treasurers report moved by Marg and seconded by Merv.

Committee Reports

Building:

Flood in kitchen – spouting may need to be sorted. Taieri Friendship Group told Avril that the bench was all wet. It was after heavy rain, water mark coming down the wall. Marie to look into this.

Bar:

Stationery Supplies:

Kitchen:

Biscuit prices to be looked at in the future.

Cards Sent:

Membership:

New membership form to be agreed by committee proposed by Marg and seconded by Lyn, agreed unanimously.

New membership application from Jim Pine – agreed unanimously.

Programme:

8B Tournament on 28 July, Catering and tournament secretary – Lyn to do the prizes, will ask Lindsay to direct.

Charity Tournament on 25 August, Foodbank, limited raffle prizes – 5 prizes, tins of food donated to foodbank, Marie to check out directors.

Learners:

Computers:

PDF's are now able to be printed as there was a setting issue that Jude was able to sort out.

Health & Safety:

Privacy Matters:

Interests Register:

Only to include if anyone is on another committee or involved as a decision maker for any other organisation. New interests now disclosed and must be kept up to date each month.

General Business:

Following the resignation from Avril (effective 30 June 2024) Marie proposes that Jan takes on the role as acting Table Fee Administrator until the AGM. Jan will have all of the rights conferred on the Table Fee Administrator which includes access to all bank accounts and access to Xero Accounting software, seconded by Barbara, agreed unanimously.

To check when Robert is available to do refresher course on transfers, leads.

Marie to be acting convenor Monday – Angela Wilson is a club director also and happy to direct.

Meeting closed at 8.20. The next meeting date be held on 13th August 2024 at 6.30 o'clock at Marie's place.

Action List

Nov 2024

- To come up with 10-year plan for capital expenditure February 2025
 - Carpet
 - Replace heat pumps
 - Sterilisers
 - New computer
 - Sound systems – Strawberry Sound
 - Dishwasher

Aug 2024

- Refresher course on transfers.

Sept 2024

- AGM to start earlier. Members to be reminded when Agenda sent out that those only wishing to play bridge must wait outside until conclusion of meeting.

Oct 2024

- To start getting a sub-committee for lessons.

Nov 2024

- To consider if AGM should be on another a Tuesday night instead.
- Sub-committee to be formed to attract new members. \$600 advertising to be spent.

Nov 2024

- Fire evacuation drill to be held

May 2025

- Fire Evacuation drill to be held

Nov 2025

- Fire Evacuation drill to be held

May 2026

- Fire Evacuation drill to be held

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.

Apr 2029

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

Cash Summary

Taieri Bridge Club
For the month ended 30 June 2024

Account	Jun 2024	Year to date
Income		
Advertising Income	0.00	950.00
Bar Sales	625.81	3,774.41
Interest Earned	97.38	976.88
Investment Interest	1,090.41	1,827.41
Lesson Income	0.00	217.40
Rent	0.00	1,847.84
Subscriptions	60.65	5,962.42
Sundry Income	430.44	2,421.50
Table Money	1,582.67	16,233.56
Tournament Income	1,069.60	4,438.34
Total Income	4,956.96	38,649.76
Less Expenses		
Accounting Software	0.00	479.25
Bank Fees	0.00	2.70
Bar Expenses	0.00	460.00
Bar Purchases	322.22	2,176.13
Cash Float	0.00	(5.00)
Electricity	0.00	2,317.58
Insurance	0.00	5,234.35
Kitchen Expenses	221.60	1,744.09
Lesson Advertising	0.00	530.00
Lesson Tutor	100.00	600.00
Levies & Charges	0.00	2,067.80
Office Expenses	302.60	2,020.35
PAYE Payable	41.17	(44.80)
Playing Materials	38.40	1,236.51
Prizes & Engraving	0.00	638.82
Property Expenses	120.00	1,990.93
Reimbursements (Honoraria)	0.00	1,525.00
Repairs and Maintenance	0.00	139.00
Revenue in Advance	0.00	(500.00)
Sundry Expenses	0.00	2,365.85
Supper Expenses	0.00	1,115.00
Telephone & Internet	51.29	650.34
Tournament Expenses	868.74	3,920.20
Wages	648.70	4,465.60
Water Rates	56.35	229.75
Total Expenses	2,771.07	35,359.45
Surplus (Deficit)	2,185.89	3,290.31
Plus Other Cash Movements		
Fixed Assets	0.00	(344.42)
Total Other Cash Movements	0.00	(344.42)
Plus GST Movements		
GST Collected	565.28	5,419.88
GST Paid	(183.17)	(5,846.52)
Net GST Movements	382.11	(426.64)
Net Cash Movement	2,568.00	2,519.25
Summary		
Opening Balance	61,725.60	61,774.35
Plus Net Cash Movement	2,568.00	2,519.25
Cash Balance	64,293.60	64,293.60

Profit and Loss
Taieri Bridge Club
For the month ended 30 June 2024

Account	Jun 2024	Year to date
Trading Income		
Advertising Income	0.00	950.00
Bar Sales	625.81	3,774.41
Interest Earned	97.38	976.88
Investment Interest	1,090.41	1,827.41
Lesson Income	0.00	217.40
Rent	0.00	1,847.84
Subscriptions	93.90	5,996.76
Sundry Income	430.44	2,443.24
Table Money	1,626.15	16,277.04
Tournament Income	1,069.60	4,438.34
Total Trading Income	5,033.69	38,749.32
Gross Profit	5,033.69	38,749.32
Operating Expenses		
Accounting Software	53.25	532.50
Bank Fees	0.00	2.70
Bar Expenses	0.00	460.00
Bar Purchases	322.22	2,176.13
Depreciation	427.08	4,242.32
Electricity	312.30	2,625.31
Insurance	0.00	5,234.35
Kitchen Expenses	72.20	1,744.09
Lesson Advertising	0.00	530.00
Lesson Tutor	100.00	600.00
Levies & Charges	0.00	2,067.80
Office Expenses	220.27	1,815.49
Playing Materials	0.00	1,236.51
Prizes & Engraving	0.00	638.82
Property Expenses	120.00	1,990.93
Reimbursements (Honoraria)	0.00	1,525.00
Repairs and Maintenance	0.00	139.00
Sundry Expenses	0.00	2,365.85
Supper Expenses	0.00	1,115.00
Telephone & Internet	51.29	650.34
Tournament Expenses	868.74	3,920.20
Wages	648.70	4,465.60
Water Rates	0.00	170.72
Total Operating Expenses	3,196.05	40,248.66
Net Profit	1,837.64	(1,499.34)

Balance Sheet

Taieri Bridge Club

As at 30 June 2024

Account	30 Jun 2024
Assets	
Bank	
Kitchen Account	422.07
Main Account	6,366.05
Prudent Res - Carpet (Bonus Saver)	10,311.87
Prudent Res - Heating 1 (Term Deposit 2)	10,000.00
Prudent Res - Heating 2 (Term Deposit 3)	20,168.09
Prudent Res - Roofing (Term Deposit 1)	17,025.52
Total Bank	64,293.60
Current Assets	
Accounts Receivable	158.50
Bar Stock	738.67
Total Current Assets	897.17
Fixed Assets	
Buildings	149,996.00
Less Acc Depn on Buildings	(112,687.05)
Less Acc Depn on Plant & Equipment	(58,173.35)
Plant & Equipment	64,204.15
Total Fixed Assets	43,339.75
Total Assets	108,530.52
Liabilities	
Current Liabilities	
Accounts Payable	802.41
GST	(13.21)
PAYE Payable	123.45
Revenue in Advance	500.00
Total Current Liabilities	1,412.65
Total Liabilities	1,412.65
Net Assets	107,117.87
Equity	
Club Balance	108,617.21
Current Year Earnings	(1,499.34)
Total Equity	107,117.87

TAIERI BRIDGE CLUB INC. APPLICATION FOR MEMBERSHIP

Name: _____

Address: _____

_____ Post Code: _____

Email: _____

Phone Number: _____

Nominated by: _____

Seconded by: _____

Membership Option: Home Member ☐ Non-Home Member. ☐

Name Badge required: free to Home Members Yes / No (there is a cost for non-home members)

Preferred name for badge: _____

Computer Number: _____

(please advise if you previously been registered with NZ Bridge)

I wish to apply for membership to Taieri Bridge Club Inc.

I consent / do not consent to my name and contact details (phone or email) to be listed in the Taieri Bridge Club's Annual Programme of Events Booklet.

I understand that my name will be displayed on a noticeboard at Taieri Bridge Club prior to being accepted as a member of Taieri Bridge Club. This is in accordance with the Club Rules.

Signed by Applicant: _____

Please Note:

- Your information will not be shared outside the Taieri Bridge Club Inc.
- The information above is requested by The Taieri Bridge Club Inc. in accordance with its rules for election of members and for the Club's records.