

MINUTES OF THE MEETING OF THE TAIERI BRIDGE CLUB COMMITTEE HELD AT THE CLUB ROOMS AT 7.00 P.M. ON 18th JUNE 2019.

Present: Jenny Magee, Dale Cameron, Barbara Wilkes, Alan Lewthwaite, Cathy Ferguson, Eve Beardsmore, Patsy Williams, John Aitcheson

Apologies: Jen Macartney, Joy Martin-Frew

Minutes of Meeting of 14th May 2019: Confirmed as a true and correct record by Cathy, seconded by Dale.

Matters arising: Tablet update – quote still to come from PB Technologies. Patsy went to Harvey Norman – the cheaper one is Lenovo but this only has a 5 hour battery life. The kindle fire is by far the best buy – it is slightly bigger – much more robust, and has a battery life of about 12 hours. Wanaka, Milton and other clubs have tablets. Martyn Oyston charges \$15 per unit per year. Could get a 90 day license. Patsy didn't talk to Otago Bridge Club as they don't appear to be interested financially. Waiting for final price and then will report next month.

Ricoh update – John was dealing with Ricoh - price can be reduced to 3c or 4 cents a copy. Still need to sign the paperwork tonight. Would need Jude to be here to have new copier installed and linked to computer etc. John will check as Eve happy to give a donation for old machine if it is replaced.

Correction to last month's minutes \$50.00 was raised through the bar at the Charity Tournament not \$100.00.

Correspondence:

Inwards

Snail Mail:

NZ Post – changes to Mosgiel Post Shop – closing tomorrow – no change to location of postal box.

Jardine Lloyd Thompson – insurance account

Hospice – thank you and receipt

DCC Water Account

DCC Liquor Licensing

Westpac, changes to savings account

NZ Bridge – rank certificates (Deidre Bruce and Tai T'ua).

Email:

NZ Bridge – Rank Certificates being posted out – (rec'd 12/6).

NZ Bridge – changes to masterpoints platform – (no google map on clubs pages, now can't have a member having a home an secondary club that is the same, new members automatically loaded as novice, deceased members will be automatically archived, tournament

entries can only be changed by the club, no longer issuing old numbers to new members – (rec'd 12/06).

Ricoh – request for meter reading – (rec'd 12/06). *Forwarded to Jude to complete.*

NZ Bridge – link to latest podcast – (rec'd 12/06).

Martyn Oyston – reply to why scorer not starting – (rec'd 11/06).

NZ Bridge – masterpoint certificates will be posted out on 15th June – (rec'd 11/06).

NZ Bridge – Newsletter from Chairman – (rec'd 11/06).

Vodafone – Invoice for \$74.94 – (rec'd 11/06).

NZ Bridge – list of all NZ qualified directors – (rec'd 10/06).

NZ Bridge – link to latest podcast – (rec'd 05/06).

EC Shaw Plumbers – email to Eve re using an old email address. Invoice for \$335.79 for leak in roof – (rec'd 05/06).

Harvey Norman – email to Patsy with a quote for tablets – (rec'd 04/06).

OfficeMax Statement – (rec'd 05/06).

Ricoh Statement – (rec'd 05/06).

NZ Bridge – link to latest podcast – (rec'd 29/05).

OfficeMax Invoice - \$68.94 – (rec'd 29/05).

NZ Bridge – introduction of Australian Masterpoints – (rec'd 28/05).

Charities Commission – having our say on update to 2005 Act by 31 May – (rec'd 27/05).

Alec Weavers – stating that it's a good idea for pulling names out of the hat but he felt it was too late for next fun night – (rec'd 25/05).

O/S Bridge Admin – Flyer for Winton Intermediate Pairs and Winton Junior Pairs on Saturday 22nd June, entries close 19/06. (rec'd 25/05).

JLT – confirmation of insurance – (rec'd 24/05).

NZ Bridge – link to latest podcast – (rec'd 22/05)

Oamaru Bridge Club – Flyer for All Grades 8B Tournament on 30th June, entries close 26/05. (rec'd 21/05).

NZ Bridge – short survey for feedback on constitution – (rec'd 21/05).

Mercury online bill - \$332.18 – (rec'd 20/05).

SBS Bank- reply to Cathy – saying that Judy Robertson and Christine Samson are still signatories for the investment and that when we come to withdraw the money, we will still need Judy and Christine to sign the authority for this. – (rec'd 18/05).

OfficeMax Credit note - \$60.01 credit note – (rec'd 18/05).

Otago Bridge Club – checking if we had any entries for their Charity Tournament – (rec'd 17/05).

NZ Bridge – copy of draft constitution for review – (rec'd 17/05).

NZ Bridge – copy of latest newsletter from the Chair – (rec'd 17/05).

Ricoh – request for reading – (rec'd 17/05). Forwarded to Jude Smeijers to check.

OfficeMax Invoice - \$23.56 – (rec'd 16/05).

Outwards:

Letters accepting membership to Tom Enright

Letter to Men's Probus acknowledging their dismay at rent increase.

Acceptance of correspondence moved by Barbara and seconded by Eve.

Treasurer's Report:

The full treasurer's report for May is attached.

Invoices to pay:

Accounts to pay:

Mercury	\$ 298.96
Vodafone	\$ 74.94
Ricoh	\$ 104.90
Wages - J Elfield	\$ 129.78
IRD - PAYE	\$ 37.78
Kitchen A/c	\$ 114.17
OfficeMax	\$ 101.17
Bonus Saver	\$ 200.00
JLT Insurance	\$3,625.15
DCC Liquor	\$ 161.00
DCC Water	\$ 57.80
E C Shaw	\$ 335.79
	<u>\$5,241.44</u>

Tax Exemption – letter received via IRD.

Expenses to be reimbursed to Jude Smeijers from tournament - \$113.20.

E C Shaw bill was for the replaced faulty pressure reducing valve in the hot water cylinder (Feb 2019).

Alan to be reimbursed \$50.98 for new fire extinguisher.

The \$10,000 term deposit is due for renewal on 2nd July. Recommended to reinvest for 272 days to 30th March 2020, at 3.05% - agreed unanimously.

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

Committee Reports:

Building:

Fire protection Alan has now purchased for fire extinguisher.

Insurance update – especially the kitchen – we are exposed if cooking done in the kitchen – as it needs an external ducted ventilation. We need to let our users that we don't have fire protection in our kitchen. Cathy and Barbara to deal with this. May need someone to read our insurance document to give us advice.

Phone to be relocated back to foyer due to occupational health and safety for slippery floor. Eve to get a quote for the next meeting.

Bar:

Dale was mentioning that it was getting close to cost price for the sell price. Dale to recommend some price increases for next month's meeting.

Stationery Supplies:

Nothing to purchase.

Kitchen:

Biscuits to be purchased.

Cards Sent:

Card was sent to Barbara Wilkes on the death of her father – an ex member. Recipe to be go in newsletter.

Membership:

Tom Enright has been advised of his membership number.

Programme:

Monday and Wednesday attendance - Ways to encourage new players to attend regularly – start time? – buddy system. New members should be introduced to the rest of the members. An idea is that they could have a Sunday night to come and meet some of the members.

Last Wednesday night there was only 4 full tables, Monday nights numbers dropping too. Team events need 4 members in a team. Some members don't like Howell movements.

Start earlier and finish earlier. Could switch off results on the bridgepad to make things flow quicker. Jenny went through the whole list of members – we have 105 members, 14 players have only played once (non-members), 47 members that have played between 2-9 times since the start of the year, 43 players have played between 10-40 times. Alan suggests that we set up a sub-committee about members and take it to the AGM. Put in the newsletter that attendance has dropped – need good ideas. A member mentions it is too cold to sit and play bridge – the temperature to be increased in room.

5A Tournament update – report. A report from Jude Smeijers was read out. 29 pairs registered online. The event ran smoothly. An extra prize was given as there was a higher than expected number of lower ranking pairs. Estimated surplus is \$516.80. Thanks to Jenny and Alan

for setting up the room, Joy and Jude for preparing the food, Jenny, Val and Joy for assisting in the kitchen, Dale Laurie, Val, Jenny, Alan and Jude for cleaning up, Dale for bar, and Robert for the scones he provided for the morning tea.

Taieri Graded Pairs coming up Saturday 27th July, next Charity tournament in August.

Queen's Birthday fun night update – a good turn-out. The drawn partners was quite successful – 34 people attended the meal.

Lessons:

Kristen reckons that there will be 3 full tables of members to come through to Monday night play.

Computers:

On-going problems to be resolved. Something is going wrong to do with the programme – won't connect to the internet. Jude seems to have it in hand. It would be great to know if we need to spend money to sort this problem.

Health & Safety:

General Business

Donna has been approached by someone from RSA wanting to know if they could hire our rooms Friday and Saturday nights for up to 70 people drinking. The profit from the bar would be ours but we wouldn't get paid until they sold their own buildings – however long that takes. Committee not happy with this proposal. Dale proposed a motion that we are not prepared to hire our rooms on this basis, seconded by Jenny. Agreed unanimously.

End of year prizes – Jenny is suggesting that the certificates should be enough and pens until they run out. Make mention of it in the newsletter.

It has been requested that more details are put in the minutes who proposes a motion and who seconds them.

Saturday bridge on 29th June – some members will be attending Nic Leefe's memorial service. Saturday bridge will still occur. Eve will direct on that Saturday.

It has been mentioned that the men's cloak is not fit for purchase. Can't hang jackets there – to be mentioned in the newsletter that the main cloak room is now uni-sex.

Meeting closed at 8.50 pm. The next meeting will be held on Tuesday 9th July 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 24th April.

July 2020

- Fire Extinguisher may need annual check.

Tairi Bridge Club

BANK1: Cheque - Statement Date: 31/05/2019 - Statement Page: 263

Statement Opening Balance: 9,244.59

Date	Type	Ref	Description	Gross
28/05/2019	CR	Receipt	Banking (Table money, Bar)	353.00
1/05/2019	CR	Receipt	Banking (Table money, Bar)	497.50
29/05/2019	CR	Receipt-	Banking (Cancel receipt)	-353.50
14/05/2019	CR	Receipt	Banking (Table money, Bar)	448.50
7/05/2019	CR	Receipt	Banking (Table money, Bar)	456.50
29/05/2019	CR	Receipt	Banking (Table money, Bar)	353.50
21/05/2019	CR	Receipt	Banking (Table money, Bar)	334.00
31/05/2019	CR	Receipt	Cheque Interest (Interest)	0.82
17/05/2019	CP	DD	Inland Revenue (Paye)	-37.78
6/05/2019	CR	Receipt	Investment (Investment interest)	27.95
16/05/2019	CP	DD	Kitchen Account (Reimburse plus extra fund...	-500.00
16/05/2019	CP	DD	M D Cameron (Reimburse)	-225.83
29/05/2019	CP	DD	Mercury (Power)	-248.14
16/05/2019	CP	DD	N Z Bridge (Levies)	-460.00
16/05/2019	CP	DD	Office Max (Labels)	-24.48
20/05/2019	CP	DD	Ricoh (Photocopier)	-59.85
20/05/2019	CP	DD	Savings (AP)	-200.00
16/05/2019	CP	DD	Southern Hospitality (Dishwash liquid)	-77.17
20/05/2019	CR	Receipt	T Enright (Subscription)	65.00
16/05/2019	CP	DD	Vii Gravis (Library books)	-49.50
20/05/2019	CP	DD	Vodafone (Telephone)	-72.99
30/05/2019	CP	DD	Wages (June Elfield)	-162.22

22 items reconciled with a value of: 65.31

Calculated closing balance: 9,309.90

Closing Balance as per Statement: 9,309.90

Difference: 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: 9,434.90

Ledger Balance for period ending 31/05/2019: 9,434.90

Difference from calculated ledger balance: 0.00

Taieri Bridge Club
Profit and Loss for May 2019

	May	YTD
Income		
Donations	\$ -	\$ 350.00
Interest Earned	\$ 0.82	\$ 5.76
Investment Interest	\$ 27.95	\$ 250.71
Rent	\$ 286.96	\$ 1,573.93
Advertising Income	\$ -	\$ 652.17
Table Money	\$ 1,504.36	\$ 11,286.95
Subscriptions	\$ 56.52	\$ 5,138.14
Bar Sales	\$ 203.91	\$ 1,644.35
Tournament Income	\$ -	\$ 1,043.48
Lesson Income	\$ 65.21	\$ 834.77
	\$ 2,145.73	\$ 22,780.26
Expenses		
Property Expenses	\$ -	\$ 4,094.52
Electricity	\$ 215.77	\$ 2,182.35
Cleaning Wages	\$ 162.22	\$ 1,265.34
Cleaning PAYE	\$ 37.78	\$ 302.22
Cleaning Sundry	\$ -	\$ 6.85
Office Expenses	\$ 73.33	\$ 1,305.68
Water Rates	\$ -	\$ 143.58
Telephone	\$ 63.47	\$ 604.27
Accounting Software	\$ -	\$ 94.90
Tournament Expenses	\$ -	\$ 656.52
Reimbursements	\$ -	\$ 913.04
Levies and Charges	\$ 400.00	\$ 2,118.00
Prizes and Engraving	\$ -	\$ 222.50
Playing Materials	\$ 43.04	\$ 80.56
Bar Purchases	\$ 251.02	\$ 837.70
Kitchen Supplies	\$ 447.23	\$ 1,067.69
Supper Expenses	\$ 280.00	\$ 1,940.00
Sundry Expenses	\$ -	\$ 1,897.83
Lessons Advertising	\$ -	\$ 1,221.36
Lessons Tutor	\$ -	\$ 730.00
	\$ 1,973.86	\$ 21,684.91
 Profit (Loss)	 \$ 171.87	 \$ 1,095.35
Balances		
Cheque Account	\$ 9,434.90	
Prudent Reserves for Carpet and Flooring	\$ 15,999.04	
Prudent Reserves for Heating Upgrade	\$ 30,937.42	
Prudent Reserves for Roof Repairs	\$ 19,023.22	
Total Cash	\$ 75,394.58	