

MINUTES FOR THE MEETING OF THE TAIERI BRIDGE CLUB COMMITTEE HELD AT THE TAIERI BRIDGE CLUB AT 6.00 P.M. ON 10 JUNE 2025.

Present: Marie Kean, Barbara Wilkes, Jen Macartney, Deirdre Bruce, Marg Auty, Jan Methers, Diane Paterson, Allan Dyer, Merv Muir.

Apologies: Lyn McLaren

Minutes of Meeting of 13 May 2025: Barbara moved that the minutes are true and correct, seconded by Allan.

Matters Arising: Fire Evacuation – need new assembly point as it's dangerous to cross the road – although it's dark by the Mosgiel Band rooms too. Also need fire door attended to so that it's easier to open in an emergency. Needs a bit shaved off. Meeting to be organised for directors who are the fire wardens for each session. They will also need helpers (committee members). To check when fire extinguishers to be checked as we think it might be annually.

Marketing costs – apparently O/S Bridge Admin don't have funds allocated for this. Survey monkey survey to be forwarded on to learners and then info will come back to us from NZ Bridge.

Power turned off to computer – card dealers weren't aware of this and didn't know how to turn the computer on.

Correspondence: **Inwards**

Snail Mail:

Email:

Tina Deans – unable to make lessons – (rec'd 10/06).

Brandwell Moller - \$193.20 – (rec'd 10/06).

One.NZ - \$65.00 – (rec'd 10/06).

OfficeMax - \$200.68 – (rec'd 10/06).

Zeb Stocken – from Bath Bridge Club – introducing a web-based game to help declarer play – costs to subscribe – (rec'd 04/06).

Marsh Insurance – statement dated 27/05. (rec'd 04/06).

Gaynor Maitland – unable to make lessons – (rec'd 03/06).

DCC – Statement with \$161.00 outstanding – (rec'd 03/06).

Jan Bramley – resignation from club – (rec'd 01/06).

DCC – Water Rates - \$71.12 – (rec'd 30/05).

Sorry Partner – latest podcast – (rec'd 29/05).

Marsh Insurance – acceptance of completed forms – (rec'd 29/05).

Marsh Insurance – replying to Barbara's query about completing the forms. Nicola attached our valuation which helped a lot – (rec'd 29/05). *Barbara felt that this wasn't the responsibility of the Secretary to complete this paperwork.*

NZ Bridge – forwarding on the link for a free session of real bridge aimed at beginners – (rec'd 28/05). *Barbara forwarded this on to all members.*

O/S Bridge Admin – please promote Queenstown Congress as numbers still low – (rec'd 25/05).

IRD – Budget announcements – (rec'd 24/05).

Mercury - \$359.73 due 30/06 – (rec'd 23/05).

NZ Bridge – replying to Barbara regarding regional marketing – (rec'd 22/05).

O/S Bridge Admin – no budget for regional marketing – (rec'd 22/05).

O/S Bridge Admin – Flyer for Hamilton Open 5A Swiss Pairs – (rec'd 22/05).

Ricoh - \$120.16 – (rec'd 21/05).

Xero - \$64.69 – (rec'd 21/05).

Otago Community Hospice – receipt for funds donated – (rec'd 20/05).

NZ Bridge – Annual Report – (rec'd 20/05).

IRD – payment reminder – (rec'd 20/05).

Winton Bridge Club – flyer for Winton Intermediate and Junior Pairs on 21/06 – (rec'd 20/05).

World Bridge Federation – announcing new president – (rec'd 19/05).

NZ Bridge – roles of Chief Director and National Recorder to be disestablished – (rec'd 16/05).

NZ Bridge – expressions of interest for Honorary Solicitor – (rec'd 16/05).

Sorry Partner – latest podcast – (rec'd 15/05).

NZ Bridge – info about supported play sessions for learners starting 08/06 – (rec'd 15/05).

NZ Bridge – results from Facebook marketing – (rec'd 15/05). *Forwarded on to Diane.*

One New Zealand – our broadband is getting a boost from 18/06 (rec'd 15/05).

Oamaru Bridge Club – Flyer for Oamaru All Grades 8B Tournament on 29/06 – (rec'd 14/05).

Marsh Insurance - \$5,613.14 – (rec'd 14/05).

Outwards:

Email to Joan Robertson and Pat Chapple conferring moving rights.

Acceptance of correspondence moved by Barbara and seconded by Jan.

Treasurer's Report:

The treasurer's report for May is below.

TAIERI BRIDGE CLUB	
ACCOUNTS TO PAY JUNE 2025	
Mercury	\$ 359.73
Ricoh	\$ 120.16
Xero (June/July)	\$ 64.69
One.nz June payment	\$ 65.00
Wages - June (approx)	\$ 487.50
Brandwell Moller	\$ 193.20
OfficeMax	\$ 200.68
IRD PAYE - May	\$ 177.72
Simple Saver - June	\$ 200.00
DCC Water rates	\$ 71.12
	\$ 1,939.80
Paid since last meeting	
Kitchen Account – Monthly Top up June	\$ 500.00
Kitchen account - bar payments	\$ 287.47
Kitchen account - kitchen payments	\$ 112.32
Kitchen account - Kings birthday Fun night	\$ 237.41
Kitchen account - Tournament expense	\$ 170.00
Jen Macartney - reimburse pencils purchased	\$ 17.71
Specsavers lens cleaner	\$ 12.00
Marsh Limited - Insurance premium	\$ 5,613.14
DCC - Bar Licence Fee	\$ 161.00
Transfer to Kitchen account - additional fun night/tourn	\$ 400.00
	\$ 7,511.05
Total approved	\$ 9,450.85

The insurance premium was paid in May (\$5,613.14). As would be expected, there was net cash out of \$7,461.44 during May. The majority of this is due to the insurance premium.

The accounts show quite a drop in profit from last month. At the end of May, the club has made a profit of \$291.77. The club has yet to be invoiced for the annual lease payment (last year around \$1,800). The fun night made a profit. Two people from out of club attended to play bridge only. They paid \$12.00 for their game. Three club members did not attend the meal and only played bridge. They did not pay for their game.

Lyn is unable to attend the meeting but she has suggested perhaps the person in charge of the catering should be free of charge for the meal – committee agreed to leave as is.

16 new members will be invoiced after approval at meeting. Three other lesson attendees have not yet joined club.

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

Committee Reports

Building:

Defibrillator – has just been given its yearly check.

<u>Bar:</u>	Thanks to Jan and Lyn who ran the bar at the tournament.
<u>Stationery Supplies:</u>	Box of envelopes and paper towels have been purchased.
<u>Kitchen:</u>	Gaynor is still in hospital – Evelyn is filling in but is not willing to take on the job.
<u>Cards Sent:</u>	Derek Tingle, Gaynor Brown, Brenda Shine, Colin Platt.
<u>Membership:</u>	Applications from: Bruce Wood, Virginia O'Neill, Peter O'Neill, Shirley Henderson Bolt, Janet Ashcroft, Veronica Casey, Merv Chave, Tina Deans, Chris Donald, Sandra Lawn, Andrea McFarlane, Dianne Lowry, Noreen McGrath, Ro Roney, Lynn Sapsford, Jane Stark approved unanimously.
<u>Programme:</u>	<p>Kings Birthday Fun night – \$15.00 per person with free bridge - update. To be \$20.00 including bridge in future and any that don't come for the meal just pay as usual.</p> <p>Taieri Open 5A Pairs – 8th June – 12 tables – a lot of work behind the scenes with dealing. Gave them a hot meal from crockpots – majority of players were happy. Thanks to Diane for doing all of the dishes. A lot goes on behind the scenes with dealing and food preparation.</p> <p>Catering Committee – to be extended to have 12 people to share the load. Have teams of 4 to decide what they want to do.</p> <p>2026 Tournament dates – need to be confirmed. Jen presumes they are all ok. Jen to confirm this.</p> <p>August Charity Tournament 24/08 – prizes/raffles need to be thought about. Maybe someone else can organise different sponsors.</p>
<u>Learners</u>	<p>Mentors – Deirdre needs to know which Volunteers play Otago Teams.</p> <p>Thanks to Deirdre for doing a great job in organising the learners.</p> <p>Get them on to WhatsApp on the last day of practice nights. To be invoiced for 6 months subscriptions.</p>
<u>Computers:</u>	
<u>Health & Safety:</u>	2 x Sashes required for Fire Warden
<u>Privacy Matters:</u>	
<u>Interests Register:</u>	
<u>General Business:</u>	<p>Xmas Meal – Robert is happy to cater again – agreed unanimously.</p> <p>Working bee to recover the noticeboards – Alan to ask other men if they could help too – if required. Alan to purchase the specialised glue..</p>

Job descriptions in one document being worked upon by Barbara.

Reminder in newsletter that table cards are \$60.00. Correct cash required on the night too.

Meeting closed at 6.59 pm. The next meeting will be held on Tuesday 8 July 2025 at 6.00 pm at the Club rooms.

Action List

Nov 2024

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

Sep 2025

- Discuss rent increases for 2026 year
- Update purpose in programme book
- Discuss start and finish dates for 2026 programme

Nov 2025

- Fire Evacuation drill to be held

Feb 2026

- Ask Countdown to use their carpark before March tournament.

Apr 2026

- AED due for Annual check

May 2026

- Fire Evacuation drill to be held
- Organise water filter to be serviced

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 31 May 2025

Account	May 2025	Year to date
Income		
Advertising Income	0.00	1,025.00
Bar Sales	216.70	2,698.62
Donations	0.00	57.00
Interest Earned	71.11	740.46
Investment Interest	0.00	1,024.33
Lesson Income	43.48	826.12
Rent	108.70	2,065.24
Subscriptions	0.00	6,252.24
Sundry Income	0.00	1,708.73
Table Money	2,045.12	16,944.45
Tournament Income	182.63	2,421.82
Total Income	2,667.74	35,764.01
Less Expenses		
ACC Levies	0.00	22.09
Accounting Software	56.25	503.25
Bank Fees	2.00	3.92
Bar Purchases	353.75	1,882.85
Consulting & Accounting	0.00	1,149.57
Electricity	218.67	2,190.37
Grants and Donations Paid	750.00	850.00
Insurance	4,880.99	4,880.99
Kitchen Expenses	463.08	1,505.18
Lesson Advertising	390.00	789.99
Levies & Charges	711.60	2,022.40
Office Expenses	211.97	1,444.23
PAYE Payable (includes Kiwisaver contrib)	(32.66)	(34.54)
Playing Materials	0.00	255.00
Prizes & Engraving	0.00	1,245.30
Property Expenses	0.00	714.92
Reimbursements (Honoraria)	0.00	1,200.00
Repairs and Maintenance	0.00	11.82
Revenue in Advance	0.00	1,986.99
Rounding	0.00	0.99
Sundry Expenses	191.55	3,439.34
Supper Expenses	0.00	500.00
Telephone & Internet	56.52	472.65
Tournament Expenses	355.57	1,534.79
Wages	725.95	5,149.75
Wages - Employer Kiwisaver Contribution	0.00	11.24
Water Rates	0.00	174.32
Total Expenses	9,335.24	33,907.41
Surplus (Deficit)	(6,667.50)	1,856.60
Plus Other Cash Movements		
Fixed Assets	0.00	(15,521.74)
Total Other Cash Movements	0.00	(15,521.74)
Plus GST Movements		
GST Collected	389.57	5,544.49
GST Paid	(1,183.51)	(6,167.02)
Net GST Movements	(793.94)	(622.53)
Net Cash Movement	(7,461.44)	(14,287.67)
Summary		
Opening Balance	58,450.04	65,276.27
Plus Net Cash Movement	(7,461.44)	(14,287.67)
Cash Balance	50,988.60	50,988.60

Taieri Bridge Club		
For the month ended 31 May 2025		
Account	May 2025	Year to date
Trading Income		
Advertising Income	0.00	1,025.00
Bar Sales	216.70	2,639.92
Donations	0.00	57.00
Interest Earned	71.11	740.46
Investment Interest	0.00	1,024.33
Lesson Income	0.00	826.12
Rent	0.00	2,065.24
Subscriptions	0.00	6,227.02
Sundry Income	0.00	1,708.73
Table Money	1,888.60	16,883.58
Tournament Income	182.63	2,421.82
Total Trading Income	2,359.04	35,619.22
Gross Profit	2,359.04	35,619.22
Operating Expenses		
ACC Levies	0.00	22.09
Accounting Software	56.25	506.25
Bank Fees	2.00	3.92
Bar Expenses	140.00	140.00
Bar Purchases	353.75	1,882.85
Consulting & Accounting	0.00	1,149.57
Depreciation	423.86	3,312.24
Electricity	312.81	2,191.22
Grants and Donations Paid	750.00	850.00
Insurance	4,880.99	4,880.99
Kitchen Expenses	138.88	1,377.61
Lesson Advertising	0.00	789.99
Levies & Charges	0.00	2,022.40
Office Expenses	114.92	1,489.57
Playing Materials	0.00	255.00
Prizes & Engraving	0.00	1,245.30
Property Expenses	0.00	714.92
Reimbursements (Honoraria)	0.00	1,200.00
Repairs and Maintenance	0.00	11.82
Sundry Expenses	191.55	3,439.34
Supper Expenses	0.00	500.00
Telephone & Internet	56.52	472.65
Tournament Expenses	55.57	1,534.79
Wages	725.95	5,149.75
Wages - Employer Kiwisaver Con	0.00	11.24
Water Rates	61.84	173.94
Total Operating Expenses	8,264.89	35,327.45
Net Profit	(5,905.85)	291.77

Balance Sheet	
Taieri Bridge Club	
As at 31 May 2025	
Account	31 May 2025
Assets	
Bank	
Kitchen Account	459.61
Main Account	7,487.47
Prudent Res - Carpet (Bonus Saver)	12,873.43
Prudent Res - Carpet (Term Deposit 2)	10,000.00
Prudent Res - Carpet (Term Deposit 3)	20,168.09
Total Bank	50,988.60
Current Assets	
Bar Stock	643.75
Total Current Assets	643.75
Fixed Assets	
Buildings	149,996.00
Less Acc Depn on Buildings	(113,203.46)
Less Acc Depn on Plant & Equipment	(45,556.39)
Plant & Equipment	63,458.89
Total Fixed Assets	54,695.04
Total Assets	106,327.39
Liabilities	
Current Liabilities	
Accounts Payable	954.42
GST	(172.61)
Rounding	(0.99)
Total Current Liabilities	780.82
Total Liabilities	780.82
Net Assets	105,546.57
Equity	
Club Balance	105,254.80
Current Year Earnings	291.77
Total Equity	105,546.57