

MINUTES OF THE MEETING OF THE TAIERI BRIDGE CLUB COMMITTEE HELD AT THE CLUB ROOMS AT 7.04 P.M. ON 9<sup>th</sup> MARCH 2021.

**Present:** Barbara Wilkes, Cathy Ferguson, Alan Lewthwaite, John Aitcheson, Joy Martin-Frew, Dawn Brieseman, Patsy Williams

**Apologies:** Jenny Magee, Jen Macartney, Christine Samson

**Minutes of Meeting of 9<sup>th</sup> February 2021:** Confirmed as a true and correct record by Barbara, seconded by John.

**Matters arising:**

**Correspondence:** **Inwards**

**Snail Mail:**

Probus Ladies – letter of complaint re condition of dishes – rec'd 08/03. Letter to be sent to Probus. Needs to be rung and ask when Cheyenne is finishing. To ask in newsletter for a 15+ year old person.

NZ Post – post box charge for 12 months

Mercury – price increase from 1<sup>st</sup> April.

Linda Withers – disappointment for not being able to use the clubrooms. Policy of club not to rent the club out. The current committee has no plans to change our policy.

**Email:**

Bob Lawrence – change of address – (rec'd 05/03).

O/S Bridge Admin – getting us to check our details on various Bridge websites – (rec'd 05/03).

Ricoh Statement – (rec'd 01/03).

Brandwell Moller Statement – (rec'd 01/03).

NZ Bridge – Taranaki Congress cancelled – (rec'd 01/03).

Invercargill Bridge Club – reminder about tournament on 6<sup>th</sup> March, entries close 5/3 – (rec'd 27/02).

NZ Bridge – 7 candidates interested – ballot papers will be sent out – (rec'd 26/02).

NZ Bridge – to encourage online entries for 2022 online entry will be the default – (rec'd 26/02).

NZ Bridge – link to latest podcast – (rec'd 26/02).

Charities Service Newsletter – (rec'd 25/02).

NZ Bridge – Alister on annual leave for a week – (rec'd 25/02).

DCC – Water bill \$51.55 – (rec'd 24/02).

Bridge NZ – Boards and Cards specials – (REC'D 24/02).

Ricoh Billing - \$76.36 – (rec'd 23/02).

Brandwell Moller Invoice - \$25.85 – (rec'd 22/02).

Xero Invoice - \$69.00 – (rec'd 21/02).

Mercury Invoice \$277.30 – (rec'd 21/02).

O/S Bridge Admin – Flyer for Kaikorai Bridge Club – (rec'd 18/02).

NZ Bridge – link to latest podcast – (rec'd 18/02).

Pamela Livingstone – book called “Kermit’s Bridge Tips – (rec'd 16/02).

O/S Bridge Admin – asking for survey to be completed about the scoring system – (rec'd 14/02).

NZ Bridge – COVID advisory notice – (rec'd 14/02).

O/S Bridge Admin – Flyer on Wellington Congress – (rec'd 12/02).

O/S Bridge Admin – Flyer for South Canterbury Congress – (rec'd 12/02).

Richard Solomon – looking for response to teaching survey – (rec'd 11/02).

O/S Bridge Admin. Looking for confirmation that we will hold our tournament in March for 2022. (Rec'd 11/02).

NZ Bridge – advising that tournament and membership functions which was down is now back up again – (rec'd 11/02).

BridgeNZ – Invoice for \$35.00 – (rec'd 10/02).

NZ Bridge – Board minutes from Nov 2020 attached – (rec'd 10/02).

Vodafone - \$84.94 – (rec'd 10/02).

Angela McKenzie – wanting to join our club – (rec'd 08/02)

Outwards: -

Welcome letters to Bryan and Patsy Taylor, and Catherine Smith.

Acceptance of correspondence moved by Barbara and seconded by John.

**Treasurer’s Report:**

The treasurer’s report for March is attached.

March Accounts	
Mercury	\$277.30
Ricoh	\$76.36
Vodafone	\$83.76
Wages	\$129.78
PAYE	\$30.22
Bonus Saver	\$200.00
Brandwell Moller	\$25.85
Dunedin City Water ra	\$51.55
GST	\$1,309.33
Xero	\$69.00
	<b>\$2,253.15</b>

ODT – for lessons advertising \$507.84

Alan Lewthwaite – reimbursement \$33.98 for cupboard door

Kristen Collins - \$750.00 for lessons

GST higher than normal as we have not spent a lot of money in last 6 months.

Unpaid subs – 6 still unpaid members – to be rung personally.

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

## **Committee Reports:**

### **Building:**

Cleaners job description to be updated. Pay increase of \$3.00 per hour. Cathy moved that the cleaner be approached with the job description, agreed unanimously. Check cleaning description.

Hot water element blown, going to be checked on Thursday – probably not going to be fixed by Saturday for the tournament.

### **Bar:**

More supplies to be required. To look at the pricing structure of the bar for the following

### **Stationery Supplies:**

Nothing required.

### **Kitchen:**

Job description for tea girl – need to itemise what has to be done – trays and biscuit trays not being washed. Jen will update an abbreviated form.

### **Cards Sent:**

To the family of Ryan Sonntag and Enid Sincock

### **Membership:**

Application from Marie Kean, approved by committee.

### **Programme:**

Tournaments - 13<sup>th</sup> March – anything to be done? Only 12 pairs applied. Prizes for Junior, Intermediate and open. To go in newsletter. Not many from our own club even playing. Alan to liaise with Jude if the tables need to be set up on Friday. Reminder in newsletter than no Saturday bridge this week.

Need to look at members that haven't played for a while and ask them.

### **Lessons:**

Independent contract has been returned. 9 in lessons last week, 10 this week.

### **Computers:**

Photocopier needs to be serviced. Alan to get this organised. Needs better quality copy for lessons.

Committee would like additional people to be responsible for understanding how to fix tablets.

### **Health & Safety:**

At each level change we are guided by changes as announced by NZ Bridge. Once email comes from NZ Bridge – then a copy of the email to all committee members.

### **General Business:**

Garden – Cathy met with Shirley Stewart and arborist from DCC. They are going to come and look over our garden. Is there any plants that are particularly special? Nothing that we know of. When we do any painting we should be letting the leasing office know – (Owen Graham - DCC).

Grateful thanks to those that delivered the flyers for the up and coming lessons.  
Great support from club. Thanks to Dawn too. 2000 flyers were dropped off.

Meeting closed at 8.35 pm. The next meeting date will be 13<sup>th</sup> April 2021.

## **Action List**

### **August 2021**

- Mercury power bill contract to come to an end.
- Look at advertising for bidding pads

**Cash Summary**  
**Taieri Bridge Club**  
**For the month ended 28 February 2021**  
**Including GST**

	<b>Feb 2021</b>	<b>YTD Actual</b>
<b>Income</b>		
Advertising Income	\$57.50	\$603.75
Bar Sales	\$157.50	\$1,449.50
Building Hire	\$30.00	\$330.00
Interest Earned	\$3.43	\$514.14
Investment Interest	\$0.00	\$6.79
Lesson Income	\$0.00	\$210.00
Rent	\$0.00	\$845.00
Subscriptions	\$1,193.50	\$6,095.75
Sundry Income	\$0.00	\$1,040.05
Table Money	\$1,440.00	\$8,245.00
Tournament Income	\$0.00	\$415.00
<b>Total Income</b>	<b>\$2,881.93</b>	<b>\$19,754.98</b>
<b>Less Operating Expenses</b>		
Accounting Software	\$69.00	\$345.00
Bank Fees	\$0.00	\$1.50
Bar Purchases	\$113.90	\$781.40
Cleaning Sundry	\$0.00	\$279.30
Cleaning Wages	\$129.78	\$941.78
Electricity	\$0.00	\$1,421.65
Kitchen Expenses	\$205.47	\$387.85
Lesson Advertising	\$42.99	\$42.99
Lesson Tutor	\$0.00	\$150.00
Levies & Charges	\$0.00	\$1,639.67
Office Expenses	\$44.83	\$1,214.93
Playing Materials	\$35.00	\$432.60
Prizes & Engraving	\$78.20	\$348.20
Reimbursements	\$0.00	\$1,050.00
Sundry Expenses	\$65.00	\$1,727.23
Supper Expenses	\$235.83	\$1,100.09
Telephone & Internet	\$84.94	\$304.30
Tournament Expenses	\$0.00	\$230.54
Water Rates	\$0.00	\$106.27
GST	\$0.00	-\$679.26
PAYE Payable	\$29.22	\$97.22
Rounding	-\$1.00	-\$1.00
<b>Total Operating Expenses</b>	<b>\$1,133.16</b>	<b>\$11,922.26</b>
<b>Operating Surplus (Deficit)</b>	<b>\$1,748.77</b>	<b>\$7,832.72</b>
<b>Net Cash Movement</b>	<b>\$1,748.77</b>	<b>\$7,832.72</b>
<b>Summary</b>		
Opening Balance	\$70,510.71	\$64,426.76
Plus Net Cash Movement	\$1,748.77	\$7,832.72
Closing Balance	\$72,259.48	\$72,259.48

# Profit and Loss

## Taieri Bridge Club

For the month ended 28 February 2021

Account	Feb 2021	YTD
<b>Trading Income</b>		
Advertising Income	0.00	525.00
Bar Sales	136.95	1,260.44
Building Hire	0.00	286.96
Interest Earned	3.43	514.14
Investment Interest	0.00	6.79
Lesson Income	0.00	182.61
Rent	0.00	734.77
Subscriptions	(85.64)	5,750.91
Sundry Income	0.00	904.38
Table Money	1,252.18	7,169.58
Tournament Income	0.00	360.87
<b>Total Trading Income</b>	<b>1,306.92</b>	<b>17,696.45</b>
<b>Gross Profit</b>	<b>1,306.92</b>	<b>17,696.45</b>
<b>Operating Expenses</b>		
Accounting Software	60.00	360.00
Bank Fees	0.00	1.50
Bar Purchases	99.05	679.50
Cleaning Sundry	0.00	242.87
Cleaning Wages	129.78	941.78
Depreciation	521.11	3,126.66
Electricity	268.74	1,504.95
Kitchen Expenses	178.67	337.27
Lesson Advertising	37.38	37.38
Lesson Tutor	0.00	130.43
Levies & Charges	0.00	1,425.80
Office Expenses	38.98	1,085.81
Playing Materials	30.43	376.17
Prizes & Engraving	68.00	302.78
Reimbursements	0.00	913.05
Sundry Expenses	56.52	1,643.72
Supper Expenses	231.15	1,092.25
Telephone & Internet	73.86	264.61
Tournament Expenses	0.00	213.51
Water Rates	0.00	92.41
<b>Total Operating Expenses</b>	<b>1,793.67</b>	<b>14,772.45</b>
<b>Net Profit</b>	<b>(486.75)</b>	<b>2,924.00</b>

# Balance Sheet

## Taieri Bridge Club

### As at 28 February 2021

Account	28 Feb 2021
<b>Assets</b>	
<b>Bank</b>	
Cheque Account	7,375.71
Cheque Account (Kitchen)	224.31
Prudent Res - Carpet	20,817.06
Prudent Res - Heating 2	28,402.54
Prudent Res - Roofing	15,439.86
<b>Total Bank</b>	<b>72,259.48</b>
<b>Current Assets</b>	
Accounts Receivable	518.00
Bar Stock	536.76
Cash Float	80.00
<b>Total Current Assets</b>	<b>1,134.76</b>
<b>Fixed Assets</b>	
Buildings	149,996.00
Less Acc Depn on Buildings	(102,358.99)
Less Acc Depn on Plant & Equipmen	(51,818.53)
Plant & Equipment	55,776.22
<b>Total Fixed Assets</b>	<b>51,594.70</b>
<b>Total Assets</b>	<b>124,988.94</b>
<b>Liabilities</b>	
<b>Current Liabilities</b>	
Accounts Payable	378.05
GST	1,678.11
PAYE Payable	(67.00)
Rounding	1.00
<b>Total Current Liabilities</b>	<b>1,990.16</b>
<b>Total Liabilities</b>	<b>1,990.16</b>
<b>Net Assets</b>	<b>122,998.78</b>
<b>Equity</b>	
Club Balance	120,074.78
Current Year Earnings	2,924.00
<b>Total Equity</b>	<b>122,998.78</b>