

MINUTES OF THE MEETING OF THE TAIRI BRIDGE CLUB COMMITTEE HELD AT THE CLUBROOMS AT 6.02 P.M. ON 14TH MARCH 2023.

Present: Jen Macartney, Barbara Wilkes, Marie Kean, Merv Muir, Avril Power, Bob Gillanders, Marg Auty, Jenni Wright, Carol Adler-Morgan, and Robert Cowan.

Apologies: Jenny Magee

Minutes of Meeting of 14th Feb 2023: Barbara moved that the minutes are true and correct, seconded by Marie

Matters Arising: Bank feed now sorted for Xero.
Key lock to be investigated – not in previous minutes.
Ricoh amount to be \$56.77 in previous financials.

Correspondence: **Inwards**

Snail Mail:

Email:

NZ Bridge – Minutes from meeting 19/01 – (rec'd 14/02).
O/S Bridge Admin Flyer for Tauranga 5A Open Teams – (rec'd 10/02).
O/S Bridge Admin -Wellington Region Junior and Novice Congress and Intermediate 5B Pairs and 5B Teams – (rec'd 10/02).
Cambridge Bridge Club – gauging interest for their Cambridge Sixes Tournament on 5/8/23. – (rec'd 10/02).
Sorry Partner – new episode – (rec'd 10/02).
Carbonite – confirmation of yearly subscription – USD \$83.99 – (rec'd 09/02). *This is for our backup of data.*
NZ Bridge – overwhelming response to lessons printout and hope to send some next week – (rec'd 09/03).
Inland Revenue Dept – notice of direct credit – (rec'd 07/03).
Louise Stevenson-Wright – interest in lessons – (rec'd 06/03). *Jen attended to this.*
Fiona Ellis – requesting table cards – (rec'd 05/03).
Jan Methers – thanking the club for get well card – (rec'd 05/03).
Sonya Adams – link to how to use the Facebook advertising – (rec'd 04/03).
Ricoh – Statement – (rec'd 04/03).
Melinda Stevenson-Wright – 4 people interested in lessons – (rec'd 03/03).
DCC - \$82.75 water rates – (rec'd 02/03).
Inland Revenue Dept – reminder about GST return due – (rec'd 02/03).
Bridgetab.com – confirmation of 9 extra licenses purchased – (rec'd 01/03).

Mercury – price increase effective 1st April - (rec'd 28/02).

Graham Dale – enquiry about cost of tournament – (rec'd 27/02).

NZ Bridge – Taradale Club not able to run their 8B tournament so it will be online on 18/03 – all proceeds going to NZ Bridge Foundation Cyclone Relief Fun – (rec'd 27/02).

Sorry Partner – new episode – (rec'd 24/02).

Waimate Bridge Club – flyer for 8B Tournament on 02/04, entries close 29/03 – (rec'd 23/02).

NZ Bridge – Trustees of Foundation have started a Cyclone Gabrielle Recovery Fund with \$2,000.00 – asking if clubs would like to contribute – (rec'd 23/02). *Voted against the idea.*

Sonya Adams – just checking how our entries for tournament on 4th March going and asked for copy of tournament flyer – (rec'd 23/02). *Requested Jude to send copy of flyer.*

Ricoh - \$46.27 – (rec'd 22/02).

Victoria Bridge Club – Flyer for Multigrade Pairs 8B Tournament on 16/04 – (rec'd 22/02).

NZ Bridge – update on Incorporated Society 2022 Act – between Oct 2023 and April 2026 each Incorporated Society must re-register with the Companies Office – may need to look at our rules etc – (rec'd 22/02). *Judy Bevin seems to know about this so wondering if we can make use of her knowledge. Barbara - possibly check with auditor.*

Adrien Dever – confirming she had paid her subs twice – (rec'd 22/02).

Glenda Mellor – interest in lessons – (rec'd 22/02).

NZ Bridge - going to send 20 copies of learner's notes – (rec'd 22/02).

Sonya Adams - confirming that with the learner's notes comes a bridge bag, bridge pen, pack of playing cards, learner's notes, bidding pad, bumper sticker – (rec'd 21/02).

O/S Bridge Admin – Flyer for Queenstown 5A Pairs Tournament on 18/03, closing 16/03. (rec'd 21/02).

Xero - \$56.93 – (rec'd 21/02).

Inland Revenue Dept – payment reminder – (rec'd 18/02).

Otago Bridge Club – Flyer for Otago Autumn Pairs Open (5A) and Intermediate (5B) on 26/03, entries closing 22/03 – (rec'd 21/02).

Sonya Adams – copied into email enquiry from new member Greg – (rec'd 18/02).

Mercury - \$299.63 – (rec'd 17/02).

Otago Southland Bridge Website – requesting our details be checked – (rec'd 17/02). *Have updated our start times. Notice on front door to be updated with new start time.*

Donna Ruwhiu – checking on new start time for Wednesdays – (rec'd 16/02).

O/S Bridge Admin – need to check over 2024 Tournament calendar, to be confirmed – (rec'd 15/02).

O/S Bridge Admin - Wellington Regional Open Teams online competition – Friday nights (24/03, 19/05, 09/06, 21/07, 18/08, and 17/11), \$120.00 per team for 6 sessions, (rec'd 15/02).

NZ Bridge – masterpoint certificates being sent out – (rec'd 15/02).

NZ Bridge – looking for expressions of interest for anyone to be in NZ Youth Team – (rec'd 15/02).

O/S Bridge Admin – flyers for Otago/Southland Rubber Bridge Competition – entries required by 24/03 – (rec'd 14/02).

Outwards:

Welcome letters to new members: Andrew Reynolds, Janice Munden and Cushla Colquhoun

Acceptance of correspondence moved by Barbara and seconded by Avril.

Treasurer's Report:

The treasurer's report for February is attached.

Accounts to pay March 2023	
Mercury	\$ 269.67
Ricoh	\$ 42.27
Vodafone	\$ 94.89
Wages	\$ 171.35
PAYE	\$ 78.65
Simple Saver	\$ 200.00
Waste Management (Jen Reimburse)	\$ 13.00
GST	\$ 380.01
Water Rates	\$ 82.75
NZ Post (PO Box)	\$ 230.00
	\$ 1,562.59
<u>Paid since last meeting</u>	
Xero	\$ 56.93
Kitchen Account – Monthly Top up	\$ 500.00
Licences for Tablets (Jen Reimburse)	\$ 165.00
Tournament Refund	\$ 50.00
Subs Refund (paid twice)	\$ 42.00
	\$ 813.93
Total to pay	\$ 2,376.52

Patsy Williams to be reimbursed \$81.43

Marie Kean to be reimbursed \$231.59 for various items.

Jude Smeijers - \$141.18 – for Carbonite renewal.

IRD have reimbursed us for GST amount of \$380.01 – to be removed from expenses to pay.

Term deposit due 24/03 – not sure of date of this so was not discussed.

Question was asked why we pay for PO Box. Explanation was given that we don't have a letterbox plus someone is not available to collect mail as delivered.

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

Committee Reports

Building:

Water Filter and water cooler – Marie met with them today as she had key to club rooms. Looked at water filter by the kitchen, \$1,000.00 for the equipment and then a lot extra with the plumbing. An under sink kit for a filter would be \$350.00 and then yearly \$150.00 fee for new filter. Could get a unit that is plumbed but it costs about \$700.00 for the unit plus plumbing. It was agreed more investigation was needed.

Check with Crombie Lockwood for quote on different insurance – renewal date 31/05. Bob to get details from Insurance policy and ask his own insurance company to quote. Going to see if Alan can go back to Crombie Lockwood to get better price.

Bar

Cash register – Barbara to look into this.

Stationery Supplies:

Nothing to be purchased.

Kitchen:

All good

Cards Sent:

Card to be sent to Chris Wither.

Membership:

New member applications from Colin Pratt, Kristen Collins, and Jean McAlevey. All approved.

Programme:

Taieri Open Pairs tournament –15 tables. Tournament budget – Marie did some costings and found that we don't make a profit from tournaments after C points taken into account but according to Lindsay Gunn this is usual. There were a few small complaints from our own members – e.g. no toilet paper, hand cleaning bottles had to be filled and chaos in the kitchen over lunch time to pour tea. To be in newsletter for volunteers for future tournaments as not always job of committee members.

Easter Fun Night – 10th April – different meal format this time: ham, 4 salads, herb potatoes. Same cost or less than the Chinese meal. Jen to do flyer. Format – in newsletter come along and find out the new format for playing partnership.

Learners:

21 last week and extras this week so maybe 24.

Computers:

Nothing to report

Health & Safety:

Nothing to report

General Business:

Bridge Stall – Wanaka Show – Marie went to the Wanaka Show and was very impressed with the big bridge stall and the long list of names for people interested in joining.

Food selection for 50th Celebrations – choices already circulated. 1st one with sweet options. List of people to be sent invite letters to go to Barbara.

Plaque choice for 50th celebration tree. No 1 was unanimously chosen.

Meeting closed at 7.02. The next meeting date will be 12th April 2023 (Easter) at 6 o'clock.

Action List

Nov 2022

- To come up with 10-year plan for capital expenditure February 2023
 - Carpets
 - Replace heat pumps
 - Tablecloths
 - Sterilisers
 - New computer
 - Sound systems – Strawberry Sound
 - Dishwasher

April 2023

- Tablecloths to be washed
- Carpets to be cleaned
- Fun night to be a platter

May 2023

- Term Deposit 3 matures 09/06/23

June 2023

- Bridge Club to re-register with Companies Office (refiling constitution). Changes will be required to be agreed at AGM or a Special meeting.

Nov 2023

- Term Deposit 1 matures 11/11/23

Cash Summary		
Taieri Bridge Club		
For the month ended 28 February 2023		
Including GST		
	Feb 2023	YTD Actual
Income		
Advertising Income	\$0.00	\$966.00
Bar Sales	\$306.00	\$2,105.10
Interest Earned	\$50.41	\$247.62
Investment Interest	\$0.00	\$319.38
Rent	\$0.00	\$1,430.00
Subscriptions	\$207.00	\$6,183.29
Sundry Income	\$0.00	\$1,550.00
Table Money	\$1,738.57	\$9,633.57
Tournament Income	\$450.00	\$450.00
Accounts Receivable (manual)	\$42.00	\$192.00
Total Income	\$2,793.98	\$23,076.96
Less Operating Expenses		
Accounting Software	\$0.00	\$231.17
Bank Fees	\$0.00	\$1.50
Bar Expenses	\$0.00	\$32.56
Bar Purchases	\$311.81	\$1,684.88
Cleaning Sundry	\$0.00	\$174.50
Cleaning Wages	\$200.00	\$1,228.00
Electricity	\$278.90	\$1,809.98
Kitchen Expenses	\$47.97	\$631.31
Lesson Advertising	\$100.00	\$100.00
Levies & Charges	\$678.50	\$2,357.50
Office Expenses	\$56.77	\$964.02
Playing Materials	\$0.00	\$1,415.36
Prizes & Engraving	\$125.50	\$541.60
Property Expenses	\$0.00	\$7,698.21
Reimbursements	\$0.00	\$1,525.00
Repairs and Maintenance	\$0.00	\$131.57
Sundry Expenses	\$0.00	\$1,515.00
Supper Expenses	\$300.00	\$1,135.00
Telephone & Internet	\$95.33	\$596.61
Water Rates	\$0.00	\$151.64
Cash Float	\$0.00	\$45.00
Accounts Payable (manual)	\$0.00	\$53.48
GST	\$0.00	\$553.41
PAYE Payable	\$0.00	-\$5.17
Total Operating Expenses	\$2,194.78	\$24,572.13
Operating Surplus (Deficit)	\$599.20	-\$1,495.17
Plus Non Operating Movements		
Plant & Equipment	\$0.00	-\$6,400.00
Total Non Operating Movements	\$0.00	-\$6,400.00
Net Cash Movement	\$599.20	-\$7,895.17
Summary		
Opening Balance	\$59,947.00	\$68,441.37
Plus Net Cash Movement	\$599.20	-\$7,895.17
Closing Balance	\$60,546.20	\$60,546.20

Profit and Loss

Taieri Bridge Club

For the month ended 28 February 2023

Account	Feb 2023	Year to date
Trading Income		
Advertising Income	0.00	840.00
Bar Sales	266.09	1,830.53
Interest Earned	50.41	247.62
Investment Interest	0.00	319.38
Rent	0.00	1,243.48
Subscriptions	7.40	5,452.34
Sundry Income	0.00	1,347.62
Table Money	1,555.32	8,464.21
Tournament Income	239.14	239.14
Total Trading Income	2,118.36	19,984.32
Gross Profit		
	2,118.36	19,984.32
Operating Expenses		
Accounting Software	0.00	247.50
Bank Fees	0.00	1.50
Bar Expenses	0.00	28.31
Bar Purchases	200.33	1,394.31
Cleaning Sundry	0.00	151.74
Cleaning Wages	200.00	1,228.00
Depreciation	449.26	2,579.63
Electricity	242.52	1,573.90
Kitchen Expenses	41.71	548.93
Lesson Advertising	86.96	86.96
Levies & Charges	590.00	2,050.00
Office Expenses	0.00	780.97
Playing Materials	0.00	1,230.75
Prizes & Engraving	109.13	470.96
Property Expenses	0.00	6,694.09
Reimbursements	0.00	1,472.82
Repairs and Maintenance	0.00	114.41
Sundry Expenses	0.00	1,513.70
Supper Expenses	300.00	1,135.00
Telephone & Internet	82.90	518.80
Water Rates	0.00	131.86
Total Operating Expenses	2,302.81	23,954.14
Net Profit		
	(184.45)	(3,969.82)

Balance Sheet

Taieri Bridge Club

As at 28 February 2023

Account	28 Feb 2023
Assets	
Bank	
Kitchen Account	78.60
Main Account	9,060.26
Prudent Res - Carpet (Bonus Saver)	6,622.19
Prudent Res - Heating 1 (Term Deposit 2)	10,000.00
Prudent Res - Heating 2 (Term Deposit 3)	18,496.63
Prudent Res - Roofing (Term Deposit 1)	16,288.52
Total Bank	60,546.20
Current Assets	
Accounts Receivable	(163.50)
Accounts Receivable (manual)	(42.00)
Bar Stock	577.40
Cash Float	165.00
Total Current Assets	536.90
Fixed Assets	
Buildings	149,996.00
Less Acc Depn on Buildings	(108,555.83)
Less Acc Depn on Plant & Equipment	(56,057.76)
Plant & Equipment	64,383.73
Total Fixed Assets	49,766.14
Total Assets	110,849.24
Liabilities	
Current Liabilities	
Accounts Payable	(123.43)
GST	(366.48)
PAYE Payable	62.92
Total Current Liabilities	(426.99)
Total Liabilities	(426.99)
Net Assets	111,276.23
Equity	
Club Balance	115,246.05
Current Year Earnings	(3,969.82)
Total Equity	111,276.23