

MINUTES OF THE MEETING OF THE TAIERI BRIDGE CLUB COMMITTEE HELD AT THE CLUB ROOMS AT 7.00 P.M. ON 14TH MAY 2019.

Present: Jenny Magee, Dale Cameron, Barbara Wilkes, Jen Macartney, Alan Lewthwaite, Cathy Ferguson, Eve Beardsmore, Patsy Williams, Joy Martin-Frew

Apologies: John Aitcheson

Minutes of Meeting of 9TH April 2019: Confirmed as a true and correct record by Barbara , seconded by Dale.

Matters arising: Barbara still to contact the Westport Club about the initiatives they took to increase their membership. No reply so will leave it.

Oamaru Club reported back that tablets costs about \$120.00 each and the license cost about \$15.00 per tablet per year. Martyn Oyston had to come down and set it up though so there are extra costs there. Our bridgepads are struggling although the computer manager has reported in the past they they are still functioning ok. Tablets have a much bigger font which would benefit some of our members. Patsy to contact Otago Bridge Club to see if we can get a better price for joint purchase (90 tablets). We should also investigate the life expectancy of a tablet.

Update on Ricoh – read out the email from John Aitcheson. Alan Lewthwaite proposes that we go with the new machine, and that John Aitcheson will negotiate the contract upon his return. We would like to know if we are committing to a further 5 year contract or does it carry on from where we are. Eve would to take the old printer if available.

Correspondence:

Inwards

Snail Mail:

Payment of hire of rooms from Men's Probus Club, and letter re increase in rent of rooms. *The letter was read out. A letter is to be sent acknowledging and their points are noted. Other clubs weren't so happy either.*

Southern Hospitality product pamphlet

Bank statements, plus Investment statement.

Mosgiel Ladies Probus Club, hire of club rooms form.

Email:

OfficeMax Invoice for \$60.01 – (rec'd 14/05).

O/S Bridge Admin – flyer for Otago Southland Provincial Teams and Pairs – entries available online (rec'd 13/05).

O/S Bridge Admin – Flyer for Winton Intermediate Pairs and Junior Pairs on 22nd June, entries close 19th June. (rec'd 08/05).

Kay Healey – change of email address – (rec'd 13/05).

NZ Bridge – link to latest podcast (rec'd 08/05).

Vodafone – fixed line bill for \$72.99 – (rec'd 08/05).

NZ Bridge – notifying of dates for Directors exams – (rec'd 02/05).

OfficeMax Statement – balance to pay \$24.48. (rec'd 02/05).

Ricoh Statement – balance to pay \$59.85 – (rec'd 02/05).

NZ Bridge – link to latest podcast (rec'd 01/05).

Annemarie Tangney – registering for Charity tournament – (rec'd 29/04).

Vil Gravis – mentioning that he writes a series of articles covering just one deal from one of his sessions. He would like to know if our members would be interested in being on his mailing list – (rec'd 28/04).

NZ Bridge – link to latest podcast (rec'd 24/04).

Invercargill Bridge Club – reminder that entries for 5A Teams and 5A Pairs close on 1st May – (rec'd 24/04).

Gillian Alexander – thanking us for making her and her husband so welcome on the Easter Fun night – (rec'd 23/04).

Anne Pentecost – letting us know that there will be a Charity Bridge Tournament on May 19th at Otago Bridge Club for the “Save the Children” charity. Entries close 17th May. (Rec'd 24/04).

NZ Bridge – a link to the NZ Bridge Website to quick guides for the 6 most common errors – (rec'd 24/04).

NZ Bridge – reminder that Akarana Bridge Club are celebrating their 50th anniversary and would like us to put a poster on our wall. (Rec'd 24/04).

Otago Community Hospice – Bec's Wilson just confirming that they are just serving afternoon tea not making producing it as well – (rec'd 18/04). *This one we provide food but the Cancer one they provide the food. The cash goes straight to the Otago Community Hospice – a letter will follow.*

Vodafone – informing us that their forwarding service is coming to an end (affects us for the email for taieribridge@vodafone.com). – (rec'd 18/04). *Forwarded on to Jude Smeijers*

OfficeMax – Invoice for \$13.85 – (rec'd 18/04).

O/S Bridge Admin –Flyers for I/P Teams Trials Entry form and Rules, entries close 3rd May. (Rec'd 17/04).

Mercury – invoice attached \$275.71 – (rec'd 17/04).

Gore Bridge Club – flyer for Intermediate 5B Pairs on 25th May, entries close 21 May, (rec'd 17/04).

NZ Bridge – link to latest podcast. (Rec'd 17/04).

Gillian Alexander – interest in attending Easter fun night with her husband – (rec'd 15/04). *Forwarded on to Christine to reply.*

Te Anau Bridge – flyer for Open 8B Tournament on 18th May, entries close 15th May. (Rec'd 15/04).

Wanaka Bridge Club – flyer for 5A Tournament on 23rd April – (rec'd 15/04).

NZ Bridge – Invoice for Club membership levies for 01/04 – 30/06. \$460.00. (Rec'd 15/04).

Invercargill Bridge Club – flyer for 5A Teams and 5A Pairs – (rec'd 14/04).

O/S Bridge Admin – forwarding on a message re HCL International Bridge Tournament on 5th – 10th August. (Rec'd 12/04).

Akaroa Bridge Club – Margaret Wilson – promoting a cruise on the Sun Princess for 10 days from Sydney to Port Douglas from 5th – 15th April 2020. – (rec'd 11/04).

NZ Bridge – reminder that the next run of Levy invoices will be emailed soon – (rec'd 11/04).

O/S Bridge Admin – flyer for 2019 Junior Pairs 3B Tournament on Sunday 28th April and 21st July, entries close 26th April. (Rec'd 11/04).

Outwards:

Letters accepting Bernadette van der Lem as a new member.

Acceptance of correspondence moved by Barbara Wilkes and seconded by Jen.

Treasurer's Report:

The full treasurer's report for March and April is attached.

Invoices to pay:

Accounts to pay:

Mercury	\$ 248.14
Vodafone	\$ 72.99
Ricoh	\$ 59.85
Wages - J Elfield	\$ 162.22
IRD - PAYE - March	\$ 37.78
Kitchen A/c	\$ 315.10
oFFICEmAX	\$ 24.48
Southern Hospitality	\$ 67.10
NZ Bridge	\$ 460.00
Dale Cameron	\$ 143.64
Vil Gravis	\$ 49.50
Bonus Saver	\$ 200.00
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	\$ 1,840.80

Extra accounts to pay:

Dale Cameron \$82.19

Cathy would like to propose that the kitchen account be increased to \$500.00 instead of the current balance. Approved by all.

Jenny still has old eftpos card for the kitchen account. Jenny got a new eftpos card for the kitchen. Jenny to keep the card as previously we only had one card. Statement to be sent to Dale Cameron.

Signatories of SBS investment a/c. We have a term investment with SBS. Cathy went to find out what to do to change the signatories which hasn't changed for 4 years. Cathy proposes that we leave the money at SBS until it matures then and put it with the funds in Westpac. It's not due to renew until 24 April 2020.

We need to apply for Tax exemption from IRD since we are a Charity. Cathy and Barbara to investigate this.

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

Committee Reports:

Building:

Fire protection – smoke alarms and fire extinguisher. Still work in progress. Alan still to buy fire extinguisher.

Insurance update. Information was provided by Jardine Lloyd Thompson Ltd. Alan is disappointed that he can't get an alternative

quotation. With the increases we have proposed the insurance premium has doubled from last year. However the terms are still similar to previous – we claim for individual items - \$500 excess. Our insurance is due to renew by 24th May. In the absence of an alternative quotation we unanimously agree to pay the increased insurance account of \$3,625.16. The committee considered the Commercial Cooking Endorsement and found that it wasn't relevant as we don't cook in the kitchen. Our conditions of hire to be altered to reflect this change.

Power supply for the phone – update – still work in progress. Alan has had a robust discussion with Brian Johnson who is unavailable at this present time.

Bar: Sold over \$100 at the Charity Tournament. Bar staff to be complimented from work at Charity Tournament.

Stationery Supplies: Bought some plastic cups from OfficeMax.

Kitchen: Tins of coffee purchased as half price.

Cards Sent:

Membership: Tom Enright has applied for membership – which the committee has agreed. Jenny to sort new membership number and an invoice will be emailed to Barbara.

Programme: Easter Fun Day update – about 36 people turned up. Food was great as always.

Hospice Charity Tournament update – 18 full tables -\$945.00 raised after costs and given straight to the Hospice.

5A Tournament on Sunday June 9th – Jude is aware – entries online already. Joy Martin-Frew to help in the kitchen. Dale will help in Bar. Alan to help set-up if required. Jenny to send out email if she needs help. Price money to be organised. Jen mentioned again that feedback is that the prizes are too much for the prize winners and that we should consider giving more prizes down the line. Previously we have taken 1/3 in takings. Committee agreed to change it to 50% of net profit.

Queens Birthday fun night – to ask Christine if she would organise it. Try and see if will come and partners drawn out of a hat.

Lessons:

Computers:

Health & Safety:

General Business

Bridge rooms hire Thursday 23/5/19 by Red Cross. Understand this happens every year. They give us a donation on the day. Someone will have to organise to lock up. Dale is also available.

With closure of RSA possibility of Silverstream Ladies Club hiring rooms 2nd Thursday of month. Contact Jan Butcher. Probably not interested.

Eve mentioned that all the juniors would like to sit the same way.

Alan suggests that we form a sub-committee to see why members are not coming. Ask newer members why they are not coming. Jenny has been doing some investigating and found that many Wednesday players are not even coming. Also found that many players are playing a lot less than they used to

Jenny suggested that North South and East West winners on a Monday night should get voucher for free play on Wednesday.

Meeting closed at 8.50 pm. The next meeting will be held on Tuesday 18th June 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.

Taieri Bridge Club

BANK1: Cheque - Statement Date: 29/03/2019 - Statement Page: 261

Statement Opening Balance: 9,513.52

Date	Type	Ref	Description	Gross
5/03/2019	CR	Banking	(Investment)	26.08
15/03/2019	CP	DD	Allied press (Advertising lessons)	-1,316.06
20/03/2019	CR	Receipt	B Blok (Donation)	125.00
26/03/2019	CR	Banking	Banking (Table money, bar subs)	770.50
5/03/2019	CR	Banking	Banking (Table money, bar subs)	394.00
13/03/2019	CR	Banking	Banking (Table money, bar subs)	578.00
6/03/2019	CR	Banking	CW & ES Kerr (Subscription)	130.00
15/03/2019	CP	DD	DCC Water (Water)	-49.80
18/03/2019	CR	DC	G Alexander (Subscription)	42.00
14/03/2019	CR	DC	G Fuller (Subscription)	65.00
18/03/2019	CP	DD	IRD GST	-528.49
15/03/2019	CP	DD	IRD PAYE	-30.22
15/03/2019	CP	DD	Judith (Reimburse)	-109.14
28/03/2019	CP	DD	June Elfield (Cleaning Wages)	-129.78
8/03/2019	CR	DC-	K Mc Farlane (Cancel receipt)	-42.00
8/03/2019	CR	DC	K Mc Farlane (Sub)	42.00
8/03/2019	CR	Receipt	K McFarlane (Subscription)	23.00
15/03/2019	CP	DD	Kristen Collins (Contractor)	-600.00
28/03/2019	CP	DD	Mercury NZ (Power)	-265.98
15/03/2019	CP	DD	NZPOST (Post box)	-185.00
15/03/2019	CP	DD	Office Max (Stationery)	-232.27
20/03/2019	CP	DD	Ricoh N Z (Photocopying)	-57.50
26/03/2019	CR	Banking	Tournament (March 16)	620.00
25/03/2019	CP	DD	Transfer to Bonus Saver	-200.00
25/03/2019	CP	DD	Vodafone (Phone)	-72.99
29/03/2019	CR	DC	Westpac (Ch)	0.71

26 items reconciled with a value of: -1,002.94

Calculated closing balance: 8,510.58

Closing Balance as per Statement: 8,510.58

Difference: 0.00

Taieri Bridge Club

BANK1: Cheque - Statement Date: 30/04/2019 - Statement Page: 262

Statement Opening Balance: 8,510.58

Date	Type	Ref	Description	Gross
2/04/2019	CR	Receipt	Banking (Table money etc)	644.00
16/04/2019	CR	Receipt	Banking (Table money, Bar)	510.50
9/04/2019	CR	Receipt	Banking (Table money, Bar)	511.50
9/04/2019	CR	Receipt	Banking (Kitchen expenses)	-60.00
26/04/2019	CR	Receipt	Banking (Table money, bar subs)	479.00
30/04/2019	CR	Receipt	Cheque Interest (Cheque interest)	0.82
5/04/2019	CR	Receipt	Interest 002 (Investment interest)	28.87
18/04/2019	CP	DD	IRD PAYE (paye)	-30.22
10/04/2019	CP	DD	Jude Smetjers (Tournament reimburse)	-175.00
23/04/2019	CP	DD	June Elfield (Cleaning Wages)	-129.78
18/04/2019	CP	DD	Kitchen a/c (Reimburse)	-147.73
4/04/2019	CP	DD	Kitchen a/c (Reimbursements)	-67.00
29/04/2019	CP	24/04/-	Mercury Energy (Cancel cheque)	288.56
29/04/2019	CP	DD	Mercury Energy (Power)	-288.56
29/04/2019	CP	24/04/	Mercury Energy (Power)	-288.56
18/04/2019	CP	DD	NZ Bridge (Levies)	-156.63
23/04/2019	CP	DD	Ricoh N Z (Photocopier)	-112.77
26/04/2019	CP	DD	Transfer to Bonus Saver (Savings)	-200.00
26/04/2019	CP	DD	Vodafone (Telephone)	-72.99

19 items reconciled with a value of: 734.01

Calculated closing balance: 9,244.59

Closing Balance as per Statement: 9,244.59

Difference: 0.00

Taieri Bridge Club

Profit and Loss for April 2019

	April	YTD
Income		
Donations	\$ -	\$ 350.00
Interest Earned	\$ 0.82	\$ 4.94
Investment Interest	\$ 28.87	\$ 222.76
Rent	\$ 104.35	\$ 1,286.97
Advertising Income	\$ -	\$ 652.17
Table Money	\$ 1,547.82	\$ 9,782.59
Subscriptions	\$ -	\$ 5,081.62
Bar Sales	\$ 221.75	\$ 1,440.44
Tournament Income	\$ -	\$ 1,043.48
Lesson Income	\$ 130.43	\$ 769.56
	\$ 2,034.04	\$ 20,634.53
Expenses		
Property Expenses	\$ -	\$ 4,094.52
Electricity	\$ 250.92	\$ 1,966.58
Cleaning Wages	\$ 129.78	\$ 1,103.12
Cleaning PAYE	\$ 30.22	\$ 264.44
Cleaning Sundry	\$ 6.85	\$ 6.85
Office Expenses	\$ 98.06	\$ 1,232.35
Water Rates	\$ -	\$ 143.58
Telephone	\$ 63.47	\$ 540.80
Accounting Software	\$ -	\$ 94.90
Tournament Expenses	\$ 152.17	\$ 656.52
Reimbursements	\$ -	\$ 913.04
Levies and Charges	\$ 136.20	\$ 1,718.00
Prizes and Engraving	\$ -	\$ 222.50
Playing Materials	\$ -	\$ 37.52
Bar Purchases	\$ 53.32	\$ 586.68
Kitchen Supplies	\$ 126.55	\$ 620.46
Supper Expenses	\$ 220.00	\$ 1,660.00
Sundry Expenses	\$ -	\$ 1,897.83
Lessons Advertising	\$ -	\$ 1,221.36
Lessons Tutor	\$ -	\$ 730.00
	\$ 1,267.54	\$ 19,711.05
Profit (Loss)	\$ 766.50	\$ 923.48
Balances		
Cheque Account	\$ 9,369.59	
Prudent Reserves for Carpet and Flooring	\$ 15,799.04	
Prudent Reserves for Heating Upgrade	\$ 30,937.42	
Prudent Reserves for Roof Repairs	\$ 19,023.22	
Total Cash	\$ 75,129.27	

Email from John Aitcheson

Hi All

Attached is the form I was looking at getting the new copier installed. It is the make MP301, looks like a good copier and I believe should go ahead with it. Sorry I never got it progressed as fast as it started but at the next meeting could you all agree on a price and get it sent to Ricoh to get it started. A price needs to be agreed to, might be able to get it as cheap as 3c a copy I think we sitting at 7c. I was in talks with Barbara about the pricing levels she might be able to give you a run down on that.

I am on email till tonight and away first thing in the morning so won't be able to respond after that if you have any questions.

Needless to say this is my apology for our next meeting as I will be overseas :)

Regards

John