

MINUTES OF THE MEETING OF THE TAIERI BRIDGE CLUB COMMITTEE HELD AT THE CLUB ROOMS AT 7.00 P.M. ON 11TH MAY 2021.

Present: Jen Macartney, Barbara Wilkes, Alan Lewthwaite, Christine Samson, John Aitcheson

Apologies: Jenny Magee, Cathy Ferguson, Joy Martin Frew, Dawn Brieseman, Patsy Williams

Minutes of Meeting of 13th April 2021: Confirmed as a true and correct record by Barbara, seconded by Christine.

Matters arising: Tea Girl on Monday – still status quo.

Correspondence: **Inwards**

Snail Mail:

Taieri Friendship Club Contact agreement form returned.

Email:

NZ Bridge – board minutes from 09/03/21 – (rec'd 11/05).

Temuka Bridge Club – reminder about tournament on 29th May – (rec'd 11/05).

Yvonne Hughes – no longer regional secretary after 30/04 – (rec'd 09/05).

Jude Smeijers – email re mixed dates for Junior tournament – we have it noted as 3rd October but we have notified the national body – (rec'd 09/05). *27th September is the correct date.*

NZ Bridge – Invitation to past and present Palmerston North club members for 75th celebrations – (rec'd 07/05).

Mike & Lori – wondering when entries will be open online for 5A tournament on 30th May – (rec'd 07/05). *Forwarded on to Jude.*

Waimate Bridge Club – reminding about their charity tournament on 16/05- (rec'd 06/05).

Otago Bridge Club – Flyer for Otago Winter Teams Open 5A on 12th June, and the Otago Winter Open Pairs 5A and Otago Winter Intermediate Pairs 5B on 13/06. Entries close 9/6. (rec'd 06/05).

O/S Bridge Admin – Flyer for Tauranga National 15A Pairs Tournament on 12/13 June – (rec'd 05/05).

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

Xero team – Additional login security – (rec'd 05/05).

NZ Bridge – now there is a shopping cart for Congress – (rec'd 03/05).

Ricoh Statement – (rec'd 03/05).

NZ Bridge – Rank change certificates are being posted out – (rec'd 30/05).

O/S Bridge Admin – accurate club membership details – ensuring that we are deleting from the admin page the status when members leave or resign – (rec'd 30/04).

O/S Bridge Admin – asking clubs to be mindful of checking what other tournaments are on in the region when holding a charity tournament. It has been

known that some A/B tournaments are cancelled due to low numbers attending. Should check on bridge calendar for clashes. (Rec'd 30/04).

O/S Bridge Admin – not necessary to send a flyer advertising your tournament to NZ Bridge or the region – just send it straight to other O/S Clubs – (rec'd 30/04).

O/S Bridge Admin – links available on how to enter a tournament on the NZB website, and how to amend an entry – (rec'd 30/04).

O/S Bridge Admin – saying we now have a link “Tournaments entries here” on the programme page of our website which will take them straight to the NZ Bridge tournament list – (rec'd 29/04). *Not showing on our webpage.*

Charities Services Newsletter – (rec'd 29/04).

Pam Livingston – offering a free mini course on defence – (rec'd 29/04).

O/S Bridge – asking President if they know what their Secretary is doing? Are they stressed? Are they struggling? Do they hide the mail? – (rec'd 29/04).

O/S Bridge Admin - Quick Start User Guide for NZ Bridge Club Admin – (rec'd 29/04). *Forwarded on to Jude and Patsy.*

Ernie Sutton – unable to make online entry for Charity Tournament – (rec'd 29/04). *Forwarded on to Jude while she was on holiday.*

O/S Bridge Admin – Flyer for Provincial Teams and Pairs – (rec'd 29/04). *Forwarded on to all members.*

NZ Bridge – link to latest podcast – (rec'd 28/04).

Vodafone – time to renew broadband. – (rec'd 28/04). *Forwarded on to Jude and Jen.*

O/S Bridge Admin – requesting confirmation of our tournaments for 2022. (rec'd 26/04). *Forwarded on to Jude who replied that she had updated this info on 14th April. All in hand now.*

O/S Bridge Admin – Forwarding on flyer for Hastings Bridge Club Fullerton Teams 10A – (rec'd 26/04).

O/S Bridge Admin – Requesting we ensure all members under 30 are advised personally about the Youth Inter provincials 2021. (rec'd 26/04).

O/S Bridge Admin – forwarding flyer for Auckland Bridge Club Queen's Birthday Bridge Congress. – (rec'd 26/04/).

Otago Bridge Club – Judy Russell confirming that the Otago Bridge Club Management Committee have approved a \$200.00 donation for our bridge pads - (rec'd 26/04). *Have invoiced Otago Bridge Club out of Xero.*

Trish Whelan – entry for Charity Tournament – (rec'd 24/04).

NZ Bridge – flyer for Zone 7 playoffs – (rec'd 23/04).

NZ Bridge – Flyer for Gold Coast Congress in Feb 2022 –(rec'd 23/04).

Ricoh - \$55.38 – (rec'd 23/04).

O/S Bridge Admin – Flyer for National Teams 28-29 Aug – (rec'd 22/04).

Invercargill Bridge Club – reminder about entries closing for their tournament – (rec'd 21/04).

NZ Bridge – link to latest podcast – (rec'd 21/04).

Xero - \$69.00 – (rec'd 21/04).

Mercury - \$298.21 – (rec'd 20/04).

Lynne Fegan - 2021 Inter—Provincial Rules and Entry Form for trials on 08/05 – 09/05. (rec'd 20/04).

Richard Soloman – Sonya Adams ran a stall at Wanaka A&P show about bridge. There was one member from Mosgiel that may be interested - Elaine Crawford – (rec'd 16/04). *Barbara text her and awaiting reply and Jen will ring.*

NZ Bridge – Invoice for membership levies for 01/04 – 30/06 - \$454.25 (rec'd 15/04).

NZ Bridge – invoice for player sessions 01/01 – 31/03 - \$335.34 – (rec'd 15/04).

New Bridge books – Defense: Break out of the Pack by Danny Roth – (rec'd 14/04).

Probus Men's Club – updated details – (rec'd 14/04).

Outwards: -

Email to Otago Bridge Club re bridge pads.

Email to DCC re lighting of footpath.

Emailed to Probus etc form for updating details.

Acceptance of correspondence moved by Barbara and seconded by Jen.

Treasurer's Report:

The treasurer's report for May is attached.

May Accounts	
Mercury	\$298.21
Ricoh	\$55.38
Vodafone	\$83.38
Wages	\$126.25
PAYE	\$57.75
Bonus Saver	\$200.00
NZ Bridge - membership levies	\$454.25
NZ Bridge - B & C pairs events	\$335.24
	\$1,610.46
Paid since last meeting	
Xero	\$69.00
Jen Macartney	\$18.00
Cathy Ferguson	\$77.69
	\$164.69

Prepayment cards - committee agreed to go ahead and print cards for pay for 10 sessions and get 1 free. This will start about July.

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

Committee Reports:

Building:

Picture hook to be put back up.

Soap dispenser to be put up.

Water filter – filters to be cleaned.

Alarm key is back in the office. Has a tag on it.

<u>Bar:</u>	Nothing to report
<u>Stationery Supplies:</u>	Nothing to buy.
<u>Kitchen:</u>	Nothing to buy.
<u>Cards Sent:</u>	
<u>Membership:</u>	<p>Annette Downey – committee has agreed to accept approve her membership request.</p> <p>To check on Sheila Fenton – if she is coming back.</p>
<u>Programme:</u>	<p>Charity Tournament – update. Jen purchased 3 extra licences on the Saturday. Jude said she didn't think the license needed activation. Licences needed to be activated. Error messages coming up on the screen. Too many licences. Turned all extra tablets off. Started again. Lessons learnt – activate licence early. \$1096.00 raised including \$200.00 donation from Otago Bridge Club. Next time to buy simpler raffle tickets.</p> <p>5A Tournament 30th May – got enough licences. Flyer has been done. Lindsay to direct. Joy to organise food – usual nibbles. Members to bring their own lunch.</p> <p>June Fun night – Christine to arrange food which is paid by cash on the night. Need someone to collect the money, set up the room, Barbara to direct. Slices to be bought. To go in newsletter.</p> <p>Junior Tournament date – date is 27th September – just need to let members know in August as it is incorrect in our programme book. Change date to 27th September.</p> <p>Table 3 card is missing.</p>
<u>Lessons:</u>	Only 6 or 7 learning this year.
<u>Computers:</u>	<p>Tablets - Better now that tablets are handed out at start of night.</p> <p>Still to check if we need paper copies of results!!!</p> <p>Broadband – rollover existing Vodafone contract..</p>
<u>Health & Safety:</u>	
<u>General Business:</u>	Ask at beginning of night that we need one person to help tea lady. Need two pots of tea brewed.

Meeting closed at 8.20. The next meeting date will be 8th June 2021. (Christine apologises in advance)

Action List

August 2021

- Mercury power bill contract to come to an end.
- Look at advertising for bidding pads
- Reminder to go out to members about Junior Tournament

Cash Summary
Taieri Bridge Club
For the month ended 30 April 2021
Including GST

	Apr 2021	YTD Actual
Income		
Advertising Income	\$0.00	\$603.75
Bar Sales	\$261.50	\$1,958.00
Building Hire	\$0.00	\$330.00
Donations	\$200.00	\$200.00
Interest Earned	\$3.71	\$541.66
Lesson Income	\$0.00	\$565.00
Rent	\$300.00	\$1,145.00
Subscriptions	\$58.00	\$6,369.75
Sundry Income	\$0.00	\$1,040.05
Table Money	\$1,416.00	\$11,646.00
Tournament Income	\$0.00	\$765.00
Interest Accrued on Term Invest	\$6.79	\$6.79
Total Income	\$2,246.00	\$25,171.00
Less Operating Expenses		
Accounting Software	\$0.00	\$483.00
Bank Fees	\$0.00	\$1.50
Bar Purchases	\$271.21	\$1,176.40
Cleaning Sundry	\$4.99	\$284.29
Cleaning Wages	\$230.00	\$1,430.00
Electricity	\$264.50	\$2,272.50
Kitchen Expenses	\$41.53	\$526.26
Lesson Advertising	\$0.00	\$550.83
Lesson Tutor	\$0.00	\$900.00
Levies & Charges	\$0.00	\$1,639.67
Office Expenses	\$82.19	\$1,578.48
Playing Materials	\$0.00	\$458.45
Prizes & Engraving	\$0.00	\$348.20
Property Expenses	\$0.00	\$125.21
Reimbursements	\$0.00	\$1,050.00
Sundry Expenses	\$0.00	\$1,727.23
Supper Expenses	\$160.00	\$1,540.09
Telephone & Internet	\$84.55	\$472.23
Tournament Expenses	\$0.00	\$288.99
Water Rates	\$0.00	\$157.82
GST	\$0.00	\$630.07
PAYE Payable	-\$27.59	-\$28.59
Rounding	\$0.00	-\$1.00
Total Operating Expenses	\$1,111.38	\$17,611.63
Operating Surplus (Deficit)	\$1,134.62	\$7,559.37
Net Cash Movement	\$1,134.62	\$7,559.37
Summary		
Opening Balance	\$70,851.51	\$64,426.76
Plus Net Cash Movement	\$1,134.62	\$7,559.37
Closing Balance	\$71,986.13	\$71,986.13

Profit and Loss

Taieri Bridge Club

For the month ended 30 April 2021

Account	Apr 2021	YTD
Trading Income		
Advertising Income	0.00	525.00
Bar Sales	227.39	1,702.61
Building Hire	0.00	286.96
Donations	400.00	400.00
Interest Earned	3.71	541.66
Lesson Income	39.13	491.30
Rent	0.00	1,191.28
Subscriptions	(56.52)	5,595.26
Sundry Income	0.00	904.38
Table Money	1,231.30	10,126.97
Tournament Income	0.00	665.22
Total Trading Income	1,845.01	22,430.64
Gross Profit	1,845.01	22,430.64
Operating Expenses		
Accounting Software	60.00	480.00
Bank Fees	0.00	1.50
Bar Purchases	235.84	1,022.98
Cleaning Sundry	4.34	247.21
Cleaning Wages	230.00	1,430.00
Depreciation	0.00	3,647.78
Electricity	230.00	1,976.08
Kitchen Expenses	38.02	459.55
Lesson Advertising	0.00	478.98
Lesson Tutor	0.00	880.43
Levies & Charges	0.00	1,425.80
Office Expenses	71.47	1,401.94
Playing Materials	0.00	398.65
Prizes & Engraving	0.00	302.78
Property Expenses	0.00	108.88
Reimbursements	0.00	913.05
Sundry Expenses	0.00	1,643.72
Supper Expenses	160.00	1,532.25
Telephone & Internet	73.52	410.63
Tournament Expenses	0.00	251.30
Water Rates	0.00	137.24
Total Operating Expenses	1,103.19	19,150.75
Net Profit	741.82	3,279.89

Balance Sheet

Taieri Bridge Club
As at 30 April 2021

Account	30 Apr 2021
Assets	
Bank	
Cheque Account	6,487.46
Cheque Account (Kitchen)	431.99
Prudent Res - Carpet	21,224.28
Prudent Res - Heating 2	28,402.54
Prudent Res - Roofing	15,439.86
Total Bank	71,986.13
Current Assets	
Accounts Receivable	490.00
Bar Stock	536.76
Cash Float	80.00
Interest Accrued on Term Investments	(6.79)
Total Current Assets	1,099.97
Fixed Assets	
Buildings	149,996.00
Less Acc Depn on Buildings	(102,617.19)
Less Acc Depn on Plant & Equipment	(52,081.45)
Plant & Equipment	55,776.22
Total Fixed Assets	51,073.58
Total Assets	124,159.68
Liabilities	
Current Liabilities	
Accounts Payable	69.00
GST	676.20
PAYE Payable	58.81
Rounding	1.00
Total Current Liabilities	805.01
Total Liabilities	805.01
Net Assets	123,354.67
Equity	
Club Balance	120,074.78
Current Year Earnings	3,279.89
Total Equity	123,354.67