

MINUTES OF THE MEETING OF THE TAIERI BRIDGE CLUB COMMITTEE HELD AT THE CLUB ROOMS AT 7.00 P.M.  
ON 9<sup>TH</sup> OCTOBER 2018.

**Present:** Eve Beardsmore, Jenny Magee, Val Wilson, Christine Samson, Dale Cameron, Jude Smeijers, Joan Robertson, Barbara Wilkes, Jen Macartney

**Apologies:**

**Minutes of Meeting of  
11<sup>th</sup> September 2018:**

Confirmed as a true and correct record by Barbara, seconded by Val.

**Matters arising:**

Ricoh refund – Eve reports that the Ricoh billing team will be following up the credit. We will only be looking for credits for the 2017/18 year. Also, we still are not getting requests for meter readings.

Table cloths – Eve estimates the cost to be \$1,200 for materials. No material has been chosen yet. This is still in hand.

Confirmation from Stewart Kerr re cost of paint and complying with H&S. An email is to be sent stating “This is to confirm that you will comply with Worksafe regulations for cleaning and painting and as such we are happy to accept your submission to clean and paint our roof”.

Jude has been reimbursed for 8 x 10 litre pails of top coat roof paint. It saved about \$50.00 a bucket of paint.

**Correspondence:**

**Inwards**

**Snail Mail:**

**Email:**

West Otago Bridge Club – reminder about tournament, entries close 9<sup>th</sup> October (rec'd 04/10).

Southern Hospitality Statement - (rec'd 04/10).

Charities Services Info confirming details for logging in and password – registration process takes 8 weeks (see last page for benefits and obligations of being a charity – (rec'd 01/10). *Also mentioned was there are constraints on those that can be registered.*

Vodafone – get a \$10.00 monthly loyalty discount – (rec'd 01/10).

Ricoh Statement – (rec'd 01/10).

Maniototo Bridge – flyer for Intermediate Pairs Tournament to be held on 3<sup>rd</sup> Nov, entries close 30 Oct – (rec'd 01/10).

Christine Samson – reporting low toner in photocopier. Jude phoned Ricoh for new supplies plus reminded them we hadn't been having any requests for readings. (rec'd 28/09). *Only 1 toner arrived. Eve to follow up on spare toner.*

O/S Bridge Admin – advising of our new 3B tournament on Sept 29<sup>th</sup>, 2019. (rec 27/09).

O/S Bridge Admin – reminder about Otago/Southland Congress at Alexandra Bridge Club, Clyde on 20 – 22 October 2018 (Labour Weekend), entries close 17<sup>th</sup> October. (rec'd 26/09).

NZ Bridge – latest link to podcast – (rec'd 26/09).

NZ Bridge – with info about Regional Bridge Mates update what will be shared at their AGM – 78% increase in members for those clubs that have been helped by RBM – (rec'd 25/09).

NZ Bridge – International Committee Bulletin – announcing the teams – (rec'd 25/09).

Lynne Fagan – copy of Otago/Southland Regional Committee minutes – (rec'd 22/09).

Balclutha Bridge Club – thanking people for attending their annual tournament on 16<sup>th</sup> September. (rec'd 21/09).

Southern Hospitality – invoice attached – (rec'd 19/09).

David Mellish – thanks for letter welcoming him to our club – (rec'd 19/09).

NZ Bridge – latest link to podcast – (rec'd 19/09).

Winton Bridge Club – reminder about their tournament – (rec'd 17/09).

Mercury – online bill – (rec'd 17/09).

Jenni Wright – thanks for letter welcoming her to our club – (rec'd 16/09).

NZ Bridge – invoice for session charges – (rec'd 15/09).

NZ Bridge – Masterpoint invoices – (rec'd 14/09).

NZ Bridge – Recently Qualified Directors – (rec'd 14/09).

Crocksford Bridge Club – flyer for Spring Luncheon duplicate session – (rec'd 13/09).

NZ Bridge – latest podcast and now informing that members from Dunedin, Invercargill and Winton can tune in live to this. (Otago Access Radio - 105.4 FM and 1575 AM Sundays at noon). (rec'd 12/09).

NZ Bridge – poster for Babich NZ Wide Pairs – to be held on Friday 2<sup>nd</sup> November, Otago Bridge Club. (rec'd 12/09).

West Otago Bridge Club – flyer for Tournament – (rec'd 11/09).

#### Outwards:

Letters of thanks for donations for Cancer Tournament to New World, Countdown and Wal's Plants.

Acceptance of correspondence moved by Barbara and seconded by Jen.

#### **Treasurer's Report:**

The treasurer's report is attached.

Cheque account balance	\$4,742.92
Total investments	\$63,612.20

Term Deposit falls due 9th November. The amount of the term deposit is to be reduced by \$4,500.00 to cover the cost of painting the roof.

The annual accounts are still be audited. It was mentioned that the current auditor may not be available after this. Val proposed that Arthur Patton be asked to review our accounts for the 2019 year. Seconded Barbara Wilkes. Agreed unanimously.

16<sup>th</sup> October the Lions will be using our rooms from 6-9 pm. Joan will unlock and lock up afterwards.

Approval of the accounts payable and acceptance of Treasurers report moved by Joan and seconded by Dale.

## **Committee Reports:**

### **Building:**

Monthly building checks, no-one is carrying out the monthly checks at the moment.

Committee has also agreed to get repaired the leadlight TBC sign made by Jos Smeele that hung at the front door as it had dropped and received a little damage.

The internal door has had the screws tightened as it had loosened, and the door wasn't shutting properly.

The mat at the front door keeps moving but we can't do much about that.

### **Bar:**

Dale to sort out the potato chips and price.

The new bar license has been received and is now on the noticeboard.

### **Stationery Supplies:**

A wall planner and a sharpie fine tip is required for the lessons.

Also a ream of 120 gms paper is required for Jenny to print off more system cards.

### **Kitchen:**

Nothing to report.

### **Cards Sent:**

Condolences to the family of Shirley Sheldon.

### **Membership:**

Nothing to report.

### **Programme:**

Jen has been contacting the advertisers. Some are discontinuing but new advertisers have been found. The tournament programme still has to be updated.

Eve asked if it was possible to have a place on the website where people can put their names if they want to play and don't have a partner organised. It was found that this was too hard to implement.

Reciprocal rights is to be added into programme book for Saturday afternoon play. Also to be mentioned in the programme book is that guests of members may play up to three nights (as invited guests) after which that person will need to become a member if they wish to play again in that financial year (refer rule 14 b).

### **Lessons Sub-committee:**

A meeting was held for the purposes of planning for the lessons for next year. Some ideas that were suggested were: having a buddy system for learners, combined lessons with other clubs, being more prepared, Saturday play is a good draw card, have an insert in Otago Bridge Club advertising us, refresher course (possibly 6 lessons some for learner refresher and some for improvers). Kristen Collins suggested having a pre and post session for our Junior Tournament. Having a flyer inserted into The Star mid-week newspaper and posters around shops. Advertising to be for 4 weeks before the lessons begin. Barbara to design an A4 publisher flyer. Current members should be encouraged to wear name badges. Kristen has also offered to run some refresher/improver sessions between now and the end of November (Eve to follow up on this).

The sub-committee will look at all these ideas and come up with a plan of what they intend to do.

**Computers:**

A new version of Scoring software has been installed. There were a couple of glitches that have been rectified by the supplier.

Just a reminder to those doing the scoring on bridge nights that the appropriate dealing file must be selected when setting up scorer for the current session.

**Health & Safety:**

Nothing to report.

**General Business:**

Spring clean – starting 9.30 am this Sunday. Members to be reminded.

Christmas Party Catering – To send out to members a “Save the Day” for 10<sup>th</sup> December. The club will pay for a meal on the Monday night which will then be followed by the prize giving. No bridge will be played that night. Members will be required to confirm numbers by the 3<sup>rd</sup> December.

DCC Lease – Eve has gone over the lease and found some contradictory clauses to be removed. Eve proposes that the DCC lease be signed with the following clauses removed: page 10, clause 3.1 (a) and page 10, clause 4.1 and page 8, clause 21. Seconded by Joan. Agreed unanimously

AGM – committee members to be proposed and seconded – required for the AGM Agenda. Various discussion about positions to be filled. At this stage there is a lot of gaps to be completed.

Survey Monkey update.

- There were 56 surveys completed with the majority being completed online. The majority of people (79.63%) only play once a week which I believe is greatly different if we had asked the same question 10 years ago.
- About half of our members play the same amount of games as last year, and equal amounts playing a bit more and a bit less.
- A lot of the members enjoyed the challenge, as well as the social side of the game.
- 65% of the members would like a refresher course to be held.
- It seems to be other commitments that keeps members away from playing more.
- There was a good lot of suggestions for getting new members.
- 30% of members (16) agree to be a standby person.
- Various responses to people helping out.
- 4 people said yet to being on committee (2 of these were new people) and 8 maybe's.
- Various ideas were put forward in last commentary.

It was agreed that a sub-committee should be formed to look at these issues for implementation. Barbara and Eve will be in the group and they may look to other members to help out.

Meeting closed at 9.50 pm. The next meeting will be held on Tuesday 13<sup>TH</sup> November at 7.00 pm.

<b>TREASURERS REPORT</b>				
<b>Sep-18</b>				
<b>ACCOUNT BALANCES</b>				
Cheque Account as at 31 August 2018				\$5,723.16
Cheque Account as at 30 September 2018				\$ 4,742.92
<b>INVESTMENTS</b>				
PRCF Simple Saver		carpet	\$	14,522.12
PRRR Westpac Term Deposit		Roof	\$	23,523.22
PRRR Westpac Term Deposit		Heating	\$	10,000.00
PRHU SBS Investment		Heating	\$	15,566.86
				<b>\$ 63,612.20</b>
<b>TOTAL INVESTMENTS</b>				
<b>ACCOUNTS TO PAY</b>				
IRD PAYE			\$	30.22
Ricoh NZ Ltd			\$	68.06
Mercury Energy			\$	293.09
Vodafone			\$	85.33
Kitchen a/c	(Bar \$28.99, Kitchen \$82.70 +		\$	118.69
	Loo paper \$7.00			
Brandwell Moller badges			\$	34.50
NZ Bridge	Master points, A B C events (Jun-Aug)		\$	579.60
Southern Hospitality dish detergent			\$	38.58
				<b>\$ 1,248.07</b>

<b>Taieri Bridge Club</b>		
<b>Sep-18</b>		
<b>Opening Balance</b>	<b>01-Sep-18</b>	<b>\$ 5,723.16</b>
<b>Income</b>		
Table		\$ 1,485.00
Rent		\$ 760.00
Bar		\$ 146.50
Subscription		\$ 14.00
Sub Total		\$ 2,405.00
<b>Less Tea lady's</b>	\$ 220.00	
Less vouchers	\$ 25.00	\$ 245.00
		\$ 2,160.50
Interest	\$ 0.42	
	\$ 28.45	\$ 28.87
<b>Total income banked</b>		<b>\$ 2,189.37</b>
		<b>\$ 7,912.53</b>
<b>Expenses</b>		
IRD PAYE		\$ 37.78
DCC Water rate		\$ 55.92
B Johnston Electrical		\$ 872.34
Bridge NZ Scorer software		\$ 148.00
Ricoh NZ		\$ 65.32
IRD GST		\$ 264.18
J Enfield wages		\$ 129.78
J Smeijers reim re roof paint		\$ 861.35
Reim B Wilkes survey info		\$ 39.00
Vodafone		\$ 81.24
Kitchen a/c-bar	\$ 30.49	
Kitchen	\$ 80.13	\$ 110.62
Sav a/c		\$ 200.00
Mercury Energy		\$ 304.08
		<b>\$ 3,169.61</b>
<b>Balance as at 30 September 2018</b>		<b>\$ 4,742.92</b>

# Action List

## November 2018

- Term Deposit falls due early in the month
- Annual return to be filed on Incorporated Society site.
- Add a note in programme book about reciprocal rights.
- Floral arrangements to be updated

## February 2019

- Committee to discuss the amount for prize winners.

## April 2019

- Look at costs of upgrading bridge pads.

# Benefits

## Being a Registered Charity means:

1. You can call yourself a registered charitable entity. It is an offence to even imply that you are a registered charitable entity if you are not registered under the Charities Act 2005.
2. You are eligible for exemptions from income tax on all or some of your income, as well as being entitled to other tax benefits. You may also be eligible for donee organisation status\* - contact Inland Revenue for more information on this.
3. You can apply to funders who only fund Registered Charities.
4. Supporters, stakeholders and funders can find detailed information about your organisation on the Charities Register.
5. Your registration number can be displayed on promotional and identification material to provide proof of your registered charitable status to prospective donors and funders.
6. You will enjoy improved public trust and confidence as information about your activities and the way you use your resources is available on the Charities Register.
7. Your representatives can attend Charities Services' annual meetings and access education and training events and forums.

# Obligations

## Being a Registered Charity brings with it some obligations. You must:

1. Operate in accordance with the Charities Act 2005.
2. Carry out activities to advance exclusively charitable purposes as per the legal definition (see the [Charitable purpose](#) section of our website for more information).
3. Operate in accordance with your organisation's rules.
4. Ensure your organisation provides only public (and not private) benefit.
5. If anyone collects funds for a charity by telephone or the internet, then they must provide the charity's registration number on request.
6. Report annually to Charities Services. This includes completing an Annual Return and providing non-financial and financial information through a performance report/financial statements that comply with [reporting standards](#). A fee may apply for submitting your annual return.
7. Notify Charities Services of any changes to your organisation, such as a change in rules, officers, or address (via 'Update Charity Details').
8. Provide any information about your organisation requested by Charities Services (under Section 51 of the Charities Act 2005).
9. Recognise that your organisation's information will be made publicly available on the Charities Register, unless Charities Services considers it is in the public interest not to include that information or document on the public Register.