

## MINUTES OF THE MEETING OF THE TAIERI BRIDGE CLUB COMMITTEE HELD AT THE CLUB ROOMS AT 6.00 P.M. ON 10<sup>th</sup> OCTOBER 2023.

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

**Apologies:** Jenny Magee, Jenni Wright

### **Minutes of Meeting of 12<sup>TH</sup> September 2023:**

Barbara moved that the minutes are true and correct, seconded by Marie.

### **Matters Arising:**

NZ Wide Pairs – Friday 10 November, Lindsay will direct and deal the boards. Jude is to get the boards. Check if Adam can come that night.

Rip in carpet has now been glued, looks like it may open up. Make sure that table 3 is not being used. Told that carpet is in good condition.

Michelle Taylor still owes subs – has not replied to text message from Barbara. Invoice to be credited.

### **Correspondence:**

#### **Inwards**

##### **Snail Mail:**

Resignation from Gaynor Brown effective 31/12 – (rec'd 18/09).

##### **Email:**

Phip Noye – would like delegate to go to Otago Southland Regional Bridge Conference on Saturday November 18<sup>th</sup> – (rec'd 09/10). *There is no interest in anyone attending this.*

Alexandra Bridge Club – Flyer for Jan 2024 Tournament – (rec'd 09/10).

Denise Blair – querying receiving a table money invoice – (rec'd 09/10).

One.NZ - \$90.98 – (rec'd 09/10).

Val Wilson – apology for AGM – (rec'd 09/10).

Deirdre Bruce – apology for AGM – (rec'd 05/10).

Bruce Kelly – quote for carpet cleaning \$322.00 – (rec'd 05/10).

Jude Smeijers – forwarded message from NZ Bridge re payment to NZ Bridge Foundations for members playing straight after even – (rec'd 04/10).

NZ Bridge – Masterpoint reports – (rec'd 03/10).

Ricoh Statements – (rec'd 02/10).

Brandwell Moller Statement – (rec'd 02/10).

Colin Pratt – apology for AGM – (rec'd 02/10).

Jan Dyer – Apology for AGM – (rec'd 02/10).

Kathryn Fagg – apology for AGM – (rec'd 01/10).

Pip Weber – Apologies for her and David for AGM – (rec'd 01/10).

Sorry Partner – latest podcast – (rec'd 28/09).

IRD – payment reminder – (rec'd 28/09).

Brandwell Moller - \$8.65 – (rec'd 27/09).

Jae Dunedin – quote for carpet clean - \$862.16 – (rec'd 26/09).

Judy Gorman – letter regarding tablets communicating with modem – (rec'd 26/09). *Letter read to committee. Jen mentioned that her son Andrew intimated we might need network extenders originally. Jen to check if Judith has spoken to Martyn Oyston and to let Jude know that the committee would like some resolution by the next committee meeting.*

Ricoh - \$44.32 – 207 copies – (rec'd 25/09).

O/S Bridge Admin - Flyer for Balclutha Open 8B Tournament on 14/10, entries close 11/10 – (rec'd 25/09).

Jo De Bono – having surgery but will be back to bridge for 2024 – (rec'd 24/09).

Jen Macartney – remit for AGM – (rec'd 23/09).

O/S Bridge Admin – Flyer about Teachers Conference – offering to provide up to \$150.00 travel cost assistance – (rec'd 22/09). *Forwarded on to Robert.*

O/S Bridge – Flyer for Otago Southland Regional Conference on Sunday 19 Nov at Alexandra Bridge Club, requesting we have a delegate at this – (rec'd 22/09).

O/S Bridge Admin – Flyer for Otago/Southland Bridge Congress – Labour Weekend at Otago Bridge Club – Saturday Open Pairs and Intermediate Pairs, Sunday: Open and Intermediate Teams – (rec'd 22/09).

Xero - \$61.24 – (rec'd 21/09).

NZ Bridge – Policy for Electronic Communication – this is about direct mailing to non-bridge members if unsolicited it must comply with Privacy Act 2020. – (rec'd 20/09).

IRD – reminder about payment – (rec'd 20/09).

Mercury - \$321.77 due 30 Oct – (rec'd 19/09).

Phil Noye – requesting our tournament posters be smaller in size as it creates problem for Otago Bridge Club – (rec'd 19/09).

NZ Bridge – next invoice run will be on 15/10 – (rec'd 18/09).

Phil Noye – letting us know Otago have promoted our Junior Tournament – (rec'd 18/09).

NZ Bridge – newsletter from the Chair of NZ Bridge – (rec'd 18/09). *Forwarded on to all members.*

NZ Bridge – Tournament participation fees increase delayed until 1/1/24 – (rec'd 18/09).

Glenda Kyle – resignation – (rec'd 17/09).

Chris Wither – didn't receive newsletter – (rec'd 18/09). *Barbara inadvertently missed a newsletter group so rectified this.*

OfficeMax - \$140.10 (rec'd 15/09).

Sorry Partner – latest podcast – (rec'd 13/09).

### Outwards:

Email to Taieri Spinners and Weavers declining use of our rooms.

Acceptance of correspondence moved by Barbara and seconded by Avril.

### Treasurer's Report:

The treasurer's report for September is attached.

<b>ACCOUNTS TO PAY OCTOBER 2023</b>	
Mercury	\$ 321.77
Ricoh	\$ 44.32
One.nz	\$ 90.98
Wages	\$ 137.08
PAYE	\$ 62.92
Simple Saver	\$ 200.00
Waste Management (Jen reimbursement)	\$ 13.00
OfficeMax	\$ 140.10
Brandwell Moller	\$ 8.65
Val Wilson (Tournament expenses)	\$ 47.04
Marie Kean (Tournament expenses)	\$ 131.09
	<b>\$ 1,196.95</b>
Paid since last meeting	
Xero	\$ 61.24
Kitchen Account - monthly top up	\$ 500.00
	<b>\$ 561.24</b>
Total	<b>\$ 1,758.19</b>

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

### Committee Reports

#### Building:

Heat Pump in Foyer as it's a bit cold – Jen to get quotes.

Carpet Cleaning quotes – Jaes \$862.16 and Bruce Kelly \$322.00. Shows the value of having 2 quotes. To go ahead with Bruce's Carpet Cleaning quote. To write to email to Jae's with not going ahead.

#### Bar:

#### Stationery Supplies:

Need some more bidding pads.

#### Kitchen:

Comment from someone about the Saturday people not knowing if Adam is turning up. Jen mentioned that on one occasion Adam couldn't come that she passed this on to Alan. Now Saturday people can assume he comes every Saturday.

#### Cards Sent:

None

#### Membership:

#### Programme:

Junior Tournament –24<sup>th</sup> Sept – 6.5 tables and Kristen directed. They all mixed very well. – especially at the end of the day. We have 61 junior members that didn't support our tournament so will need to work on that for following years.. There is confusion about what New Zealand bridge ranking is.

Labour Weekend Fun Day – format and food. Card to go to Choi's to thank them for all of the years they have supported us. Committee have agreed to increase the cost to \$15.00 per person. Barbara to direct. Going to mix things up with partners. Jen to do scoring. Marie to sort meal.

**Learners:**

1 person for next year already. We will need to keep in mind that we can't do mail drops next year.

**Computers:**

**Health & Safety:**

Toilet seat in Men's toilet fixed.

**General Business:**

AGM – is discussion allowed for remits? Barbara referred to the laws in our constitution about how rules are changed and what notice period is required for this. Some members mentioned that they may not come to AGM if not discussed. An email to be sent out to all members saying that discussion of any day to day items would be welcome but more formal rules should follow the process.

Table Card Person – job to be clarified at AGM before the motion is proposed. Avril mentions this in her AGM treasurers report anyway.

Kitchen persons pay – Barbara has done work on finding an equitable way to pay Adam or equivalent person while being a permanent part time employee. She confirmed that the club cannot employ Adam as an independent contractor as this position does not fulfil the requirements of being a contractor. Barbara to draft a contract and bring back to next committee before we proceed any further.

Reregistration of Incorporated Society – changes to rules – Barbara proposes that we change our rules November 2025 which will allow us to make use of other changes clubs may have made.

Newsletter not going out until after AGM to save double-up.

Start time of committee meetings to change to 6.30 pm.

Jen thanked all outgoing committee members for the help on the committee.

Meeting closed at 7.40 pm. The next meeting date will be 14<sup>th</sup> November 2023 at 6.30 o'clock at Club rooms.

## 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,

Nov 2023

- Term Deposit 1 \$16,288.52 currently at 4.5% matures 11/11/23
- Think about lesson advertising for next year.

Dec 2023

- Term deposit \$10,000.00 matures 19/12/23, current rate 2.95%

June 2024

Alcohol Licence to be renewed and new form to be displayed.

Feb 2025

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

## Cash Summary

Taieri Bridge Club

For the month ended 30 September 2023

<b>Account</b>	<b>Sep 2023</b>
<b>Income</b>	
Bar Sales	361.30
Interest Earned	88.22
Subscriptions	10.00
Table Money	2,030.50
Tournament Income	565.22
<b>Total Income</b>	<b>3,055.24</b>
<b>Less Expenses</b>	
Bar Purchases	116.51
Cash Float	(25.00)
Cleaning Wages	137.08
Electricity	265.49
Kitchen Expenses	58.90
Office Expenses	276.13
PAYE Payable	78.65
Supper Expenses	325.00
Telephone & Internet	67.73
Tournament Expenses	313.04
Water Rates	59.03
<b>Total Expenses</b>	<b>1,672.56</b>
<b>Surplus (Deficit)</b>	<b>1,382.68</b>
<b>Plus GST Movements</b>	
GST Collected	398.02
GST Paid	(760.12)
<b>Net GST Movements</b>	<b>(362.10)</b>
<b>Net Cash Movement</b>	<b>1,020.58</b>
<b>Summary</b>	
Opening Balance	61,774.35
Plus Net Cash Movement	1,020.58
Cash Balance	62,794.93

## Profit and Loss

Taieri Bridge Club

For the month ended 30 September 2023

<b>Account</b>	<b>Sep 2023</b>
<b>Trading Income</b>	
Bar Sales	361.30
Interest Earned	88.22
Table Money	2,073.98
Tournament Income	565.22
<b>Total Trading Income</b>	<b>3,088.72</b>
<b>Gross Profit</b>	<b>3,088.72</b>
<b>Operating Expenses</b>	
Accounting Software	53.25
Bar Purchases	116.51
Cleaning Wages	137.08
Depreciation	421.36
Kitchen Expenses	58.90
Supper Expenses	325.00
Telephone & Internet	67.73
Tournament Expenses	313.04
<b>Total Operating Expenses</b>	<b>1,492.87</b>
<b>Net Profit</b>	<b>1,595.85</b>

**Balance Sheet**  
 Taieri Bridge Club  
 As at 30 September 2023

Account	30 Sep 2023
<b>Assets</b>	
<b>Bank</b>	
Kitchen Account	407.98
Main Account	8,816.13
Prudent Res - Carpet (Bonus Saver)	8,204.62
Prudent Res - Heating 1 (Term Deposit 2)	10,000.00
Prudent Res - Heating 2 (Term Deposit 3)	19,077.68
Prudent Res - Roofing (Term Deposit 1)	16,288.52
<b>Total Bank</b>	<b>62,794.93</b>
<b>Current Assets</b>	
Accounts Receivable	82.50
Bar Stock	738.67
Cash Float	(20.00)
<b>Total Current Assets</b>	<b>801.17</b>
<b>Fixed Assets</b>	
Buildings	149,996.00
Less Acc Deprn on Buildings	(110,363.24)
Less Acc Deprn on Plant & Equipment	(57,200.20)
Plant & Equipment	64,383.73
<b>Total Fixed Assets</b>	<b>46,816.29</b>
<b>Total Assets</b>	<b>110,412.39</b>
<b>Liabilities</b>	
<b>Current Liabilities</b>	
Accounts Payable	124.16
GST	138.09
PAYE Payable	(62.92)
<b>Total Current Liabilities</b>	<b>199.33</b>
<b>Total Liabilities</b>	<b>199.33</b>
<b>Net Assets</b>	<b>110,213.06</b>
<b>Equity</b>	
Club Balance	108,617.21
Current Year Earnings	1,595.85
<b>Total Equity</b>	<b>110,213.06</b>