

MINUTES OF THE MEETING OF THE TAIRI BRIDGE CLUB COMMITTEE HELD AT THE CLUB ROOMS AT 7.00 P.M. ON 10TH SEPTEMBER 2019.

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

Apologies: Alan Lewthwaite

Minutes of Meeting of 13th August 2019: Confirmed as a true and correct record by Barbara, seconded by Dale.

Matters arising: Library books update - outdated books have been sifted out and put aside. Another member will do a double check to ensure outdated books aren't relevant.

Tablets – original quote was for 7 days and now those tablets quoted are no longer available. Will leave until Judith Smeijers come back mid October. John looked into the cost of docking stations and found they were available online \$80-\$100 which would dock about 20 tablets.

Correspondence:

Inwards

Snail Mail:

Resignation from Jan Palmer

Mercury Energy fixed energy price increase. Cathy recommends we stay with Mercury.

Email:

OfficeMax Invoice - \$130.00 – (rec'd 10/09).

NZ Bridge – Recently qualified Club Directors – (rec'd 09/09).

Vodafone – Invoice \$81.18 – (rec'd 09/09).

Gillian Alexander – thanking club for director registrations, venue to be Oamaru, 19th October 2019. Jenny proposed that the director lessons fees be paid by the club plus petrol money, seconded by Dale. Agreed unanimously.

Balclutha Bridge Club – reminder about entries for tournament – (rec'd 06/09).

NZ Bridge – Newsletter about Media Promotions – do's and don'ts. (rec'd 06/09).

O/S Bridge Admin – reminder about Balclutha Tournament as they are concerned with the number of entries – (rec'd 05/09).

NZ Bridge – annual report booklets will be sent out to go with AGM. – (rec'd 04/09).

NZ Bridge – link to latest podcast – (rec'd 04/09).

Gore Bridge Club – flyer for Open Pairs 8B Tournament on 12th October, entries close 08/10. (rec'd 04/09).

Annemarie Tangney – correction required to Monday night results – (rec'd 03/09).

OfficeMax Statement – (rec'd 03/09).

Ricoh Statement – rec'd 02/09).

Charities Services Info – financial reports required to be filed prior to 29 Feb 2020. – (rec'd 01/09).

O/S Bridge Admin – requesting we note the date of East Otago Charity Tournament in 2020 will be Sunday 09 August. (rec'd 30/08).

O/S Bridge Admin – Invite to Te Anau Bridge Club 50th Jubilee – 12th October, RSVP by 25/09. (rec'd 30/08).

NZ Bridge – policy document and Health and Safety and Child Protection – documents available on their website. – (rec'd 29/08).

NZ Bridge – correction to Annemarie Tangney's recorded number. – (rec'd 29/08).

NZ Bridge – NZ Wide Pairs – Friday 1st November – we need to confirm by 11th October with some info – (rec'd 28/08).

Brandwell Moller – invoice for badges \$146.95 - \$8.63 per badge (rec'd 28/08).

Ricoh – invoice for \$56.06 for 975 copies – (rec'd 26/08).

NZ Bridge - latest news from the Chair – (rec'd 26/08).

Dorothee Hall – unable to attend director training – (rec'd 26/08).

OfficeMax credit \$16.17 – (rec'd 25/08).

J D Gorman – correction to entry for Charity tournament – (rec'd 22/08).

O/S Bridge Admin – Otago/Southland Congress Flyer for event on 26 – 28 October at Otago Bridge Club, entries close 22nd October. (Rec'd 22/08).

Annemarie Tangney – replying to my emails – confusions with charges as member of Otago. To be discussed at committee. (Rec'd 21/08).

NZ Bridge – link to latest podcast – (rec'd 21/08).

NZ Bridge – copy of latest minutes from 23 July, and 3rd August – (rec'd 20/08).

NZ Bridge – Flyer for Club Directors exam in November, nominations close 14th October. – (rec'd 20/08).

OfficeMax – invoice for \$118.57. – (rec'd 19/08).

Mercury – invoice for \$651.36 – (rec'd 16/08).

Balclutha Bridge Club – flyer for Open B-pt tournament to be held on Sunday 15th September, entries close 10/09. (Rec'd 15/08)

Outwards: - New members letters to: Helen Haig, Noel Graham, Ivan Murray, Trish Enright, Anita Oliver, Judy Moore, Annemarie Tangney, Phil Morris, Sue Macaulay, Naomi Mottershead, Dorothee Hall, Pat Hart, Rhonda Mitchell, Lenore Armstrong.

Acceptance of correspondence moved by Barbara and seconded by Jenny.

Treasurer's Report:

The full treasurer's report for August is attached.

Invoices to pay:

Accounts to pay:

Vodafone	\$ 81.18
Ricoh	\$ 56.06
Mercury	\$ 309.49
Wages - J Elfield	\$ 129.78
IRD - PAYE	\$ 30.22
Kitchen Reimbursement	\$ 198.87
Bonus Saver	\$ 200.00
DCC Water	\$ 1.82
Southern Hospitality	\$ 38.58
OfficeMax	\$ 102.40
GST - approx	\$170.00

\$1,318.40

Checked AGM minutes and found Christine McNamara still auditor for this year but we may have to look for someone for next year.

Tournament money not showing in correct field of P&L.

Barbara has created a recommended table of costs for subscriptions so that there is no more guess work – see at end of report. Fees charged will be purely mathematical now.

It was found that we agreed in January 2015 that we would only pay for home members badges. New membership forms have now been altered to show free for home members.

Eve would like it noted that the property expenses are not recorded correctly although this was strongly disputed.

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

Committee Reports:

Building:

In the absence of Alan – nothing to report

Bar:

Dale to organise bar for tournament. Bar prices have gone up – no complaints.

Stationery Supplies:

Buying of more pens for prize giving – have agreed to only use certificates now – until pen supplies finish.

Paper cups to be purchased for water cooler.

Kitchen:

A lot of biscuits are being bought with increased table numbers.

Cards Sent:

To the family of the late Barbara Chilman and Mary Jamieson. Card to be sent to Jean Wallace.

Membership:

Alan Lewthwaite has proposed: "That the 3-night maximum attendance for non-members be waived, temporarily, until the end of 2019", seconded by Barbara Wilkes. Agreed by committee.

All new members and handicaps have been entered.

Judy Bevin and Hilary Bisset have applied to become members. Committee have agreed. \$8.50 to be charged each for new badge as not Taieri home club members.

Christine Samson came at the start of the meeting and reported as follows:

- Looking at decline in membership and attendances. Where do we get people from – the public as new members, or Otago Club members or increase attendances from current Members.
- There were at least 80 active members. 32 come for 2 or 3 sessions. Of the balance of 48 members, 27 were Monday night only players, 21 were infrequent player.
- Could the committee promote Wednesday night more by asking other members that don't normally play.
- It was also mentioned that there's a possible conflict between Otago Junior and Intermediate nights which is also played on Wednesday nights.
- Handicapping for different series has occurred but not made much difference so needs to be promoted more – by convenors and in newsletter.
- Taieri Club asked Otago members to come along to our sessions until the end of the year without incurring the 3 times condition. This is a short term only. Needs to go in newsletter with the invitation.
- We need to encourage new members to keep coming, improver sessions, mentor. We only advertise for lessons but why don't we advertise at other times.
- Marketing the club – contact marketing dept of the University. Marketing students given a project to help market us.

Barbara to do a phone list of new members to go up on the board.

Programme:

Charity tournament update. – 20 tables and we raised \$912.00 towards the charity.

Junior Tournament Sept 29th – director is Kristin Collins as Tim is overseas. 2 sessions – morning and afternoon session. Jude to do the

flyer - \$20.00 per person. Morning tea to be provided. Jen to make sandwiches. Carrot cake. A flyer has been sent out by Barbara.

Lessons:

Have now finished. New people to ring for partners.

Computers:

Jude is away so nothing to report.

Health & Safety:

Put a notice up to open windows in kitchen at tournaments if people preparing food and doing dishes etc as it was noticed that the floor was very slippery.

General Business

To consider if wording needs to be changed for table money before AGM. Consensus that table money stay the same and a remit by committee will be put. The committee proposes that the subscription be increased by \$10.00 per member.

Cost analysis of increasing costs: Upon checking how many average nights as shown on report on wall it was found that we on average have 32 members per night (seems a bit high to me) but if we use that number if we increase the table money by \$1.00 per night then we would get an extra \$32.00 per week or \$1,536.00 per year. If we increased the subscription cost by \$1.00 per member then we would receive an extra \$110.00 x \$1 being \$110.00 extra revenue. \$10.00 increase would be an extra \$1,110.00 income.

Spring Clean – generally a Sunday 6th October, 9.30 – 12.30 am

Committee nominations for AGM. The AGM is Monday, 21st October, starting 6.30. Nominations called for in newsletter.

Meeting closed at 9.10 pm. The next meeting will be held on Tuesday 8th October 2019 at 7.00 pm.

Action List

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.

Taleri Bridge Club

BANK1: Cheque - Statement Date: 30/08/2019 - Statement Page: 266

Statement Opening Balance:

6,429.89

Date	Type	Ref	Description	Gross
27/08/2019	CR	Teller	Banking (Table money, bar subs)	694.50
23/08/2019	CR	30/7/53	A Olivier (Subscription)	25.00
14/08/2019	CR	30/7/43	B A van der Lem (Subscription)	42.00
31/03/2019	CR	Receipt	B Blok (Donation)	125.00
1/08/2019	CR	Teller	Banking (Table money tournament)	850.00
6/08/2019	CR	Teller	Banking (Table money, Bar)	269.00
13/08/2019	CR	Teller	Banking (Table money, Bar)	400.50
20/08/2019	CR	Teller	Banking (Table money, Bar)	319.00
16/08/2019	CP	AP	BridgeNZ (support)	-135.00
19/08/2019	CR	30/7/45	D Hall (Subscription)	25.00
19/08/2019	CR	30/7/46	D N Graham (Subscription)	25.00
2/08/2019	CR		DC (Investment interest)	25.48
16/08/2019	CP	AP	DCC (Land rent)	-1,130.37
20/08/2019	CR	30/7/57	Interest cheque (Interest)	0.57
16/08/2019	CP	AP	IRD PAYE (Paye)	-37.78
26/08/2019	CR	30/7/54	J Mottershead (Subscription)	25.00
16/08/2019	CP	AP	Jenny Magee (Tournament reimburse)	-12.50
16/08/2019	CP	AP	Jude Smeijers (Tournament reimburse)	-156.87
19/08/2019	CR	30/7/47	Judy Moore (Subscription)	25.00
29/08/2019	CP	AP	June Elfield (Cleaning Wages)	-162.22
16/08/2019	CP	AP	Kitchen Account (Reimburse)	-174.04
21/08/2019	CR	30/7/51	L Armstrong (Subscription)	25.00
28/08/2019	CP	AP	Mercury Energy (Power)	-307.69
16/08/2019	CP	AP	NZ Bridge (Levies)	-465.75
16/08/2019	CP	AP	Outram Garage (Petrol Voucher K Collins)	-100.00
21/08/2019	CR	30/7/52	Pat HarSub (Subscription)	25.00
16/08/2019	CR	30/7/44	Phil Morris (Subscription)	25.00
20/08/2019	CP	AP	Ricoh (Photocopy charges)	-21.28
26/08/2019	CP	AP	Savings A/C (Transfer to Bonus saver)	-200.00
21/08/2019	CR	30/7/50	Tangney 2979 (Subscription)	20.00
29/08/2019	CP	AP	Vodafone (Telephone)	-62.99

31 items reconciled with a value of:

-20.44

Calculated closing balance:

6,409.45

Closing Balance as per Statement:

6,284.45

Taieri Bridge Club

Profit and Loss for August 2019

	August	YTD
Income		
Donations	\$ -	\$ 400.00
Interest Earned	\$ 0.57	\$ 7.59
Investment Interest	\$ 25.48	\$ 330.22
Rent	\$ 195.65	\$ 2,160.88
Advertising Income	\$ -	\$ 652.17
Table Money	\$ 1,647.83	\$ 15,378.69
Subscriptions	\$ 558.27	\$ 5,696.41
Bar Sales	\$ 246.10	\$ 2,334.79
Tournament Income	\$ -	\$ 1,713.05
Lesson Income	\$ -	\$ 834.77
	\$ 2,673.90	\$ 29,508.57
Expenses		
Lease Expenses	\$ 982.93	\$ 982.93
Property Expenses	\$ -	\$ 4,430.84
Electricity	\$ 267.56	\$ 2,999.82
Cleaning Wages	\$ 162.22	\$ 1,687.12
Cleaning PAYE	\$ 37.78	\$ 408.00
Cleaning Sundry	\$ -	\$ 6.85
Office Expenses	\$ 18.50	\$ 1,560.42
Water Rates	\$ -	\$ 244.10
Telephone	\$ 54.77	\$ 787.68
Insurance	\$ -	\$ 3,152.30
Reimbursements	\$ -	\$ 913.04
Accounting Software	\$ 117.39	\$ 212.29
Levies and Charges	\$ 405.00	\$ 2,853.60
Prizes and Engraving	\$ -	\$ 234.50
Playing Materials	\$ -	\$ 80.56
Bar Purchases	\$ 86.68	\$ 1,281.27
Tournament Expenses	\$ 147.28	\$ 913.74
Kitchen Supplies	\$ 64.66	\$ 1,366.14
Supper Expenses	\$ 250.00	\$ 2,610.00
Sundry Expenses	\$ -	\$ 1,897.83
Lessons Advertising	\$ -	\$ 1,221.36
Lessons Tutor	\$ 100.00	\$ 830.00
	\$ 2,694.77	\$ 30,674.39
Surplus/Deficit	\$ (20.87)	\$ (1,165.82)
Balances		
Cheque Account	\$ 6,409.45	
Prudent Reserves for Carpet and Flooring	\$ 16,599.04	
Prudent Reserves for Heating Upgrade	\$ 30,937.42	
Prudent Reserves for Roof Repairs	\$ 19,023.22	
Total Cash	\$ 72,969.13	

Taieri Bridge Subscription Calculation				
Levies to NZ Bridge	\$ 23.00			
Levies per quarter	\$ 5.75			
Club Full Member Subscription	\$ 42.00			
If members join				
	Subs	Levies	Full Member	Secondary Club
January	\$ 42.00	\$ 23.00	\$ 65.00	\$ 42.00
February	\$ 38.50	\$ 23.00	\$ 61.50	\$ 38.50
March	\$ 35.00	\$ 23.00	\$ 58.00	\$ 35.00
April	\$ 31.50	\$ 17.25	\$ 48.75	\$ 31.50
May	\$ 28.00	\$ 17.25	\$ 45.25	\$ 28.00
June	\$ 24.50	\$ 17.25	\$ 41.75	\$ 24.50
July	\$ 21.00	\$ 11.50	\$ 32.50	\$ 21.00
August	\$ 17.50	\$ 11.50	\$ 29.00	\$ 17.50
September	\$ 14.00	\$ 11.50	\$ 25.50	\$ 14.00
October	\$ 10.50	\$ 5.75	\$ 16.25	\$ 10.50
November	\$ 7.00	\$ 5.75	\$ 12.75	\$ 7.00
December	\$ 3.50	\$ 5.75	\$ 9.25	\$ 3.50
Lessons Membership fees*	Subs	Levies	Full Member	Secondary Club
June	\$ 24.50	\$ 17.25	\$ 41.75	\$ 24.50
July	\$ 21.00	\$ 11.50	\$ 32.50	\$ 21.00
August	\$ 17.50	\$ 11.50	\$ 29.00	\$ 17.50
September	\$ 14.00	\$ 11.50	\$ 25.50	\$ 14.00
October	\$ 10.50	\$ 5.75	\$ 16.25	\$ 10.50
November	\$ 7.00	\$ 5.75	\$ 12.75	\$ 7.00
December	\$ 3.50	\$ 5.75	\$ 9.25	\$ 3.50
* Start date is taken from when membership is applied for				