

MINUTES OF THE MEETING OF THE TAIERI BRIDGE CLUB COMMITTEE HELD AT THE CLUB ROOMS AT 7.00 P.M. ON 08 SEPTEMBER 2020.

Present: Jen Macartney, Jenny Magee, Barbara Wilkes, Cathy Ferguson, Alan Lewthwaite, Dale Cameron, Joy Martin-Frew, Dawn Brieseman

Apologies: Patsy Williams, John Aitcheson

Minutes of Meeting of 11 August 2020: Confirmed as a true and correct record by Barbara, seconded by Jen.

Matters arising: Shrubs - still work in action

Correspondence: **Inwards**

Snail Mail:

Email

Gore Bridge Club - Flyer for 8B Multi-grade Pairs on Saturday 10th October, entries close 07/10. – (rec'd 03/09).

NZ Bridge – link to latest podcast – (rec'd 03/09).

Charities Services Info – reminder about end of financial year – (rec'd 02/09).

Ricoh Statement – (rec'd 01/09).

NZ Bridge – News from the Chair – (rec'd 31/08).

NZ Bridge – Covid 19 latest advisory – (rec'd 30/08).

NZ Bridge – information on International teams – (rec'd 28/08).

Marsh Insurance – requesting a Fire & Emergency Levy Declaration to be completed – (rec'd 28/08). *Cathy to email back.*

O/S Bridge Admin – Flyer for Otago Southland Congress – to be held Labour Weekend in Alexandra – entries close 21/10. (rec'd 27/08).

Waimate Bridge Club – cancelling 8B Tournament on 06/09 – (rec'd 26/08).

NZ Bridge – link to latest podcast – (rec'd 26/08).

OfficeMax – closing store in Dunedin, will have to go to online ordering – (rec'd 26/08).

Clive Cumming – resignation due to the yo-yo effect of COVID. (rec'd 26/08).

NZ Bridge – Board meeting minutes from July 12 – (rec'd 25/08).

Ricoh Billing – Invoice for \$62.11 – (rec'd 26/08).

O/S Bridge Admin – Winton Charity Open Tournament still on – (rec'd 24/08).

Xero Subscription invoice - \$69.00 – (rec'd 21/08).

NZ Bridge – link to latest podcast – (rec'd 20/08).

Invercargill Bridge Club – still running tournaments this week – (rec'd 18/08).

Kristen Collins – copy of email sent to lessons participants – (rec'd 17/08).

Mercury Online bill - \$346.69 – (rec'd 17/08).

Christine Samson – requesting update of bridge being closed after Govt announced we remain at the same level – (rec'd 14/08). *Barbara emailed to all members that bridge will not resume until we are at level 1 again.*

O/S Bridge Admin – nomination forms for regional committee – (rec'd 13/08).

NZ Bridge – link to latest podcast – (rec'd 13/08).

Oamaru Bridge Club – cancellation of tournament on Sunday – (rec'd 12/08).

Christine Samson – thanking club for notification of Wednesday Night bridge cancellation. She asks to be let know asap when a decision is made when bridge resumes (needs to know for car dealing purposes). She also suggested that someone goes through the club membership list and takes a note of any members with no email addresses. These people should be contacted to see if we can obtain an email address otherwise they should be phoned. She said the club has an obligation to inform all its members of cancellations of sessions and the likes. (rec'd 12/08). *Jen replied back that there is a notice on the front door explaining that it would remain that way until we are back at level 1. Barbara has gone through from the list on scorer, on outlook email addresses and those in Xero to try and match up and see if we can tidy it up a little.*

NZ Bridge – update on bridge clubs closing – (rec'd 12/08).

Outwards: -

Acceptance of correspondence moved by Barbara and seconded by Alan.

Treasurer's Report:

The treasurer's report for August is attached.

Invoices paid since last meeting:

Accounts to Pay

Mercury	\$ 312.02
Vodafone	\$ 72.99
Ricoh	\$ 62.11
Wages	\$ 129.78
PAYE	\$ 30.22
Simple Saver Transfer	\$ 200.00
Xero	\$ 69.00
	<u>\$ 876.12</u>

OfficeMax \$2.99

Bank balance has been under \$1,000.0 but money slow to come in with COVID and now climbing.

Will be getting a \$600.00 GST refund.

Marg Auty has been asked to complete the Charities return – to be given a token of appreciation for work done.

Linda Withers would like to be reimbursed for cellphone calls as Membership person for Monday night. Committee agrees unanimously to reimburse on actual costs. This will apply to Wednesday night and Saturday membership people as well.

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

Committee Reports:

Building:

Picture valuation update – work in progress.

Painting of front of club rooms – to look at it March 2021.

Bar:

Stocktake been completed.

Stationery Supplies:

Display folder has been purchased for job descriptions. Need to find electronic copies.

OfficeMax store closing middle of October.

Kitchen:

Nothing to report.

Jenny wants to relinquish her eftpos card – she will have it cut up and the committee will make changes next time we have signatures to change in the bank mandate.

Cards Sent:

To family of Frank Gradon. Sheila has been in hospital for a week again so sending another card.

Membership:

Resignation by Clive Cumming

Kristen needs new membership forms for learners. Fees for learners to let Kristen knows – Barbara to attend to this.

Membership emails – members names, phone numbers, email address for programme book to be updated.

Programme:

Cancer/Hospice Tournament – one tournament 11th October – to be split amongst both. Jenny will make contact with appropriate people. Barbara to direct this. Ask for raffle prizes (newsletter).

Life membership – any nominations? If any – then to be nominated at the AGM.

Junior Tournament – 27th September. Kristen to direct. Food left over from previous tournament. Flyers have already been sent out. Jenny and Joy will cater for this.

Lessons:

Lessons continued on from 17th August. Still thinking of coming through on the Labour Weekend fun night. Kristen happy to take the lessons next year.

Computers:

Broadband contract – finishes 19th November with Vodafone. We need to give 30 days notice. We would get faster broadband. Go with 2 degrees. A letter before 19th October.

Health & Safety:

Reiterate in the newsletter not to come to bridge if sick.

General Business:

Committee nominations. Calling for nominations for a general committee member.

Job descriptions – still to find.

Bridge Protocol booklet – to be printed and given to new members. – to be emailed to new learners. Jen to organise this.

Improvers lessons – think it may be good to look at this later this year – to check with Kristen who will come back with a date.

Wording to be looked at for Monday night basic junior bidding style.

Out of deference to newer players, members are encouraged to play use basic natural bidding systems on a Monday night. In this respect the Club has adopted the guidelines laid down by NZ Bridge for Junior Tournaments.

AGM finalisation – nomination forms for next week. Agenda to be prepared for 5th October.

Lessons advertising – poster for next year. To be sorted for November

Meeting closed at 8.50 pm. The next meeting date will be 13th October 2020.

Action List

March 2021

- To look at front of building to be painted.

August 2021

- Mercury power bill contract to come to an end.
- Look at advertising for bidding pads

Profit and Loss

Taieri Bridge Club

For the month ended 31 August 2020

Cash Basis

Account	Aug 2020	YTD
Trading Income		
Advertising Income	50.00	643.44
Bar Sales	80.87	1,574.35
Donations	0.00	100.00
Interest Earned	29.38	494.53
Investment Interest	0.00	1,527.38
Lesson Income	0.00	365.22
Rent	0.00	1,599.97
Subscriptions	0.00	5,626.34
Sundry Income	0.00	735.13
Table Money	734.78	11,521.76
Tournament Income	0.00	1,878.26
Total Trading Income	895.03	26,066.38
Gross Profit	895.03	26,066.38
Operating Expenses		
Accounting Software	60.00	180.00
Bank Fees	0.00	3.00
Bar Purchases	33.48	1,029.62
Cleaning Sundry	15.65	187.14
Cleaning Wages	160.00	2,012.00
Consulting & Accounting	0.00	730.01
Electricity	272.83	2,821.85
Insurance	0.00	3,177.31
Kitchen Expenses	74.57	840.02
Lease Payments	0.00	1,024.22
Lesson Advertising	0.00	713.33
Lesson Tutor	0.00	600.00
Levies & Charges	405.00	2,836.09
Office Expenses	41.13	1,332.92
Playing Materials	392.04	923.34
Prizes & Engraving	0.00	458.09
Property Expenses	102.82	378.13
Reimbursements	0.00	904.35
Repairs and Maintenance	0.00	748.50
Sundry Expenses	0.00	1,941.84
Supper Expenses	120.00	1,849.90
Telephone & Internet	64.49	778.27
Tournament Expenses	254.06	995.07
Water Rates	0.00	84.47
Total Operating Expenses	1,996.07	26,549.47
Net Profit	(1,101.04)	(483.09)

Cash Summary
Taieri Bridge Club
For the month ended 31 August 2020
Including GST

	Aug 2020	YTD Actual
Income		
Advertising Income	\$50.00	\$732.45
Bar Sales	\$93.00	\$1,810.50
Donations	\$0.00	\$100.00
Interest Earned	\$29.38	\$494.53
Investment Interest	\$0.00	\$1,527.38
Lesson Income	\$0.00	\$420.00
Rent	\$0.00	\$1,840.00
Subscriptions	\$0.00	\$6,470.50
Sundry Income	\$0.00	\$843.12
Table Money	\$845.00	\$13,250.00
Tournament Income	\$0.00	\$2,160.00
Total Income	\$1,017.38	\$29,648.48
Less Operating Expenses		
Accounting Software	\$69.00	\$207.00
Bank Fees	\$0.00	\$3.00
Bar Purchases	\$38.50	\$1,184.06
Cleaning Sundry	\$18.00	\$215.22
Cleaning Wages	\$160.00	\$2,012.00
Consulting & Accounting	\$0.00	\$839.53
Electricity	\$313.75	\$3,245.13
Insurance	\$0.00	\$3,653.91
Kitchen Expenses	\$85.76	\$929.08
Lease Payments	\$0.00	\$1,177.85
Lesson Advertising	\$0.00	\$820.33
Lesson Tutor	\$0.00	\$600.00
Levies & Charges	\$465.75	\$3,261.50
Office Expenses	\$47.30	\$1,512.40
Playing Materials	\$450.85	\$1,055.10
Prizes & Engraving	\$0.00	\$526.80
Property Expenses	\$118.24	\$434.84
Reimbursements	\$0.00	\$1,040.00
Repairs and Maintenance	\$0.00	\$860.78
Sundry Expenses	\$0.00	\$2,233.12
Supper Expenses	\$120.00	\$1,901.15
Telephone & Internet	\$74.16	\$894.99
Tournament Expenses	\$284.67	\$1,120.32
Water Rates	\$0.00	\$97.14
GST	\$0.00	\$549.32
PAYE Payable	\$7.56	\$36.78
Sundry Creditors (Non Xero)	\$0.00	\$30.22
Total Operating Expenses	\$2,253.54	\$30,441.57
Operating Surplus (Deficit)	-\$1,236.16	-\$793.09
Plus Non Operating Movements		
Computer Equipment	\$0.00	-\$4,735.32
Total Non Operating Movemen	\$0.00	-\$4,735.32
Net Cash Movement	-\$1,236.16	-\$5,528.41
Summary		
Opening Balance	\$65,662.92	\$69,955.17
Plus Net Cash Movement	-\$1,236.16	-\$5,528.41
Closing Balance	\$64,426.76	\$64,426.76

Balance Sheet

Taieri Bridge Club

As at 31 August 2020

Cash Basis

Account	31 Aug 2020
Assets	
Bank	
Cheque Account	1,108.48
Cheque Account (Kitchen)	288.07
Prudent Res - Carpet	19,590.35
Prudent Res - Heating 2	28,000.00
Prudent Res - Roofing	15,439.86
Total Bank	64,426.76
Current Assets	
Bar Stock	854.30
Cash Float	250.00
Total Current Assets	1,104.30
Fixed Assets	
Buildings	149,996.00
Computer Equipment	4,147.02
Less Acc Depn on Buildings	(97,711.36)
Less Acc Depn on Plant & Equipmen	(47,493.37)
Plant & Equipment	51,629.20
Total Fixed Assets	60,567.49
Total Assets	126,098.55
Liabilities	
Current Liabilities	
GST	(325.88)
PAYE Payable	(36.78)
Sundry Creditors (Non Xero)	7.56
Total Current Liabilities	(355.10)
Total Liabilities	(355.10)
Net Assets	126,453.65
Equity	
Club Balance	126,936.74
Current Year Earnings	(483.09)
Total Equity	126,453.65