

MINUTES OF THE MEETING OF THE TAIERI BRIDGE CLUB COMMITTEE HELD AT THE CLUB ROOMS AT 7.00 P.M. ON 14<sup>th</sup> SEPTEMBER 2021.

**Present:** Jen Macartney, Barbara Wilkes, Cathy Ferguson, Dawn Brieseman, Alan Lewthwaite, Christine Samson, Joy Martin-Frew

**Apologies:** Jenny Magee, Patsy Williams, John Aitcheson

**Minutes of Meeting of 10<sup>th</sup> August 2021:**

Jen moved and Cathy seconded that the minutes are correct.

**Matters arising:** Emergency lighting update – 3 x emergency lights and 1 x Exit sign - \$365.00 + GST. Committee agree unanimously to go ahead with this.

**Correspondence:**

**Inwards**

Mercury: Fixed energy price agreement expires 17/10. Agreed to stay with them – contract for 2 years. Cathy moves that we stay with Mercury, seconded by Jen. All agreed unanimously.

**Snail Mail:**

**Email:**

NZ Bridge – Gender Identity Policy – (rec'd 14/09).

NZ Bridge – Minutes from 17/08 – (rec'd 14/09).

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

Vodafone Invoice - \$82.99 – (rec'd 08/09).

Christine Samson – asking to clarify if we are to wear masks or not – (rec'd 07/09).

Murray Barron / Robert Cowan – check if Wednesday bridge starting – (rec'd 07/09).

NZ Bridge – Bridge Advisory 16 about COVID – (rec'd 07/09).

NZ Bridge – Annual report – (rec'd 03/09).

Stewart Kerr – agreeing to scaffolding being compliant – (rec'd 03/09).

NZ Bridge – Congress entries will be based on 2021 tournament grades – (rec'd 02/09).

Ricoh Statement – (rec'd 01/09).

DCC – water rates \$68.35 and new tariffs – (rec'd 01/09).

NZ Bridge – AGM will be held online – (rec'd 01/09).

NZ Bridge – link to latest online podcast – (rec'd 01/09).

NZ Bridge – about directors' exams – (rec'd 30/08).

NZ Bridge – postponement of Congress – (rec'd 30/08).

NZ Bridge – invitation to take part in NZ Wide Pairs 12/11/21 – need to confirm by 24/09 – (rec'd 30/08). It's our turn to organise it. Let Otago know – ask Jude.

Alexandra Bridge – cancellation of Blossom Festival Pairs – (rec'd 28/08).

Waimate Bridge Club – cancellation of 8B Tournament – (rec'd 27/08).

O/S Bridge Admin – instructions on how to enter tournaments (that we can put online) – (rec'd 25/08).

NZ Bridge – link to a film “Dirty Tricks” – (rec'd 25/08).

NZ Bridge – link to latest podcast – (rec'd 25/08).

Ricoh - \$50.06 – (rec'd 24/08).

O/S Bridge Admin – checking if we wanted to run the Otago Southland Congress in Oct 2022 – (rec'd 24/08).

O/S Bridge Admin – rescheduled Wellington tournaments – (rec'd 24/08).

O/S Bridge Admin – Covid Advisory 15 – (rec'd 24/08).

Xero Subscription - \$69.00 – (rec'd 23/08).

NZ Bridge – online tournaments – (rec'd 22/08). *Forwarded on to all members.*

NZ Bridge – Covid update – (rec'd 20/08).

O/S Bridge – Congress Poster for Labour 2021 – (rec'd 20/08).

Pip Weber – thanking for welcome letter – (rec'd 19/08).

NZ Bridge – link to latest podcast – (rec'd 18/08).

NZ Bridge – Covid Advisory 3 – (rec'd 18/08).

Mercury - \$395.15 – (rec'd 18/08).

NZ Bridge – latest Board minutes 06/0 – (rec'd 17/08).

NZ Bridge – info on Congress – (rec'd 17/08).

Christine Samson – requesting director for Saturday – (rec'd 16/08).

NZ Bridge – link to latest podcast – (rec'd 11/08).

Positive Signs - \$178.25 – (rec'd 11/08). Account application if we want to hold an account to pay 20<sup>th</sup> of the following month.

Outwards: -

Letter acknowledging Di Shirley's resignation

Letters accepting membership from Lisa Harkness, Pip Weber and David Mackle

Email to Stew Kerr accepting painting and asking for something in writing re health and safety aspects being covered.

Acceptance of correspondence moved by Barbara and seconded by Jen.

**Treasurer's Report:**

The treasurer's report for September is attached.

ACCOUNTS TO PAY

|                |                  |
|----------------|------------------|
| Mercury        | \$ 355.43        |
| Ricoh          | \$ 50.06         |
| Vodafone       | \$ 82.99         |
| Cathy Ferguson | \$ 17.48         |
| Wages          | \$ 157.81        |
| PAYE           | \$56.75          |
| Bonus Saver    | \$ 200.00        |
|                | <u>\$ 920.52</u> |

Paid since last meeting

Xero \$ 69.00

Derek Tingle – has purchased a set of table cards – but he is not a club member. To let it go this time but in future only club members can purchase these tickets.

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

Paying supper person in cash may prove problematic in the future as less and less cash is paid on club nights. An option would be to withdraw money from Kitchen account and just leave it in an envelope in the bar. A form would need to be completed for when cash is given out of this envelope.

All treasurer items to go to Auditor tomorrow in preparation for AGM.

## **Committee Reports:**

### **Building:**

Lino – nonslip vinyl – Alan to follow up again on quote.  
Building Paint Job – email received from Stewart – painting to be done when weather warmer.

### **Bar:**

Stock take – was done during lockdown.  
Prices to be changed on till – see if John Aitcheson can help with this.

### **Stationery Supplies:**

Nothing to be purchased.

### **Kitchen:**

Nothing to report.

### **Cards Sent:**

None.

### **Membership:**

Membership applications from Mervyn Muir, Darryl Reddington, Bruce Carter, Jill van der Loo, and Anna Campbell. Agreed unanimously to accept these nominations.

### **Programme:**

Junior Tournament - Sunday 26<sup>th</sup> September – to be cancelled. Ask Jude to do this.

2022 Programme book – Christine to proofread. Need a list for up-to-date phone numbers – in case of changes.

Learners will be coming through to Monday night bridge on 27/09.

### **Lessons:**

Robert Cowan will be tutor for next year.  
Petrol vouchers to be given to Kristen as outgoing gift for her 4 years of tutoring.

### **Computers:**

Still having problems getting the hands to show on the tablet on Saturdays. Jen will show Christine next bridge night.

### **Health & Safety:**

2 new COVID scanning forms put up.

### **General Business:**

AGM – 18<sup>th</sup> October 2021. Looking for 4 more nominations. Notice to go in newsletter calling for volunteers.

Nomination forms – were completed for existing committee members staying on for the next year.

Ladies Probus date – change of date for birthday celebration – rebooked for 11<sup>th</sup> October.

Red Cross want to hire rooms for 1<sup>st</sup> Nov for their Meals on Wheels drivers.

Directors' payment - Dawn proposed the committee to discuss in full the idea of paying directors for all sessions they direct and to look favourably at making such payment, seconded by Barbara. Discussed and general consensus that the club is too small to warrant paying fees.

A suggestion was put forward by a member of the club to have a party night to welcome everyone back at level 1. Committee agreed that as we are back at the club now and we have the fun night coming up for Labour weekend that we wouldn't pursue this idea.

General discussion about Monday and Wednesday nights. Remind people about handicap sessions on a Wednesday night. Can learn lots on the journey.

Meeting closed at 8.45 pm. The next meeting date will be 12 October 2021.

## Action List

Feb 2022

- Contact member from A&P show – Elaine Crawford – 0274 159 494
- Vicki Phillips has expressed interest in lessons – 021 2625 688

**Cash Summary**  
**Taieri Bridge Club**  
**For the month ended 31 August 2021**  
**Including GST**

|                                    | <b>Aug 2021</b>    | <b>YTD Actual</b>  |
|------------------------------------|--------------------|--------------------|
| <b>Income</b>                      |                    |                    |
| Advertising Income                 | \$0.00             | \$603.75           |
| Bar Sales                          | \$105.00           | \$3,174.50         |
| Donations                          | \$0.00             | \$184.00           |
| Interest Earned                    | \$9.98             | \$568.03           |
| Investment Interest                | \$0.00             | \$352.25           |
| Lesson Income                      | \$0.00             | \$565.00           |
| Rent                               | \$0.00             | \$2,375.00         |
| Subscriptions                      | \$52.50            | \$6,549.30         |
| Sundry Income                      | \$0.00             | \$1,041.50         |
| Table Money                        | \$630.00           | \$20,266.00        |
| Tournament Income                  | \$0.00             | \$4,065.00         |
| Accounts Receivable                | \$0.00             | \$10.50            |
| <b>Total Income</b>                | <b>\$797.48</b>    | <b>\$39,754.83</b> |
| <b>Less Operating Expenses</b>     |                    |                    |
| Accounting Software                | \$69.00            | \$759.00           |
| Bank Fees                          | \$0.00             | \$3.00             |
| Bar Expenses                       | \$0.00             | \$609.53           |
| Bar Purchases                      | \$54.94            | \$1,978.26         |
| Cleaning Sundry                    | \$0.00             | \$428.31           |
| Cleaning Wages                     | \$184.00           | \$2,212.45         |
| Electricity                        | \$351.02           | \$3,545.42         |
| Insurance                          | \$0.00             | \$3,670.12         |
| Kitchen Expenses                   | \$24.53            | \$999.78           |
| Lease Payments                     | \$1,282.68         | \$1,282.68         |
| Lesson Advertising                 | \$0.00             | \$550.83           |
| Lesson Tutor                       | \$0.00             | \$900.00           |
| Levies & Charges                   | \$920.69           | \$3,349.95         |
| Office Expenses                    | \$80.60            | \$2,057.62         |
| Playing Materials                  | \$178.25           | \$636.70           |
| 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                    | \$120.00           | \$2,320.00         |
| Telephone & Internet               | \$82.99            | \$975.24           |
| Tournament Expenses                | \$0.00             | \$2,066.75         |
| Water Rates                        | \$0.00             | \$217.77           |
| GST                                | \$0.00             | \$630.07           |
| PAYE Payable                       | \$14.44            | -\$27.53           |
| Rounding                           | \$0.00             | -\$1.00            |
| <b>Total Operating Expenses</b>    | <b>\$3,363.14</b>  | <b>\$32,415.59</b> |
| <b>Operating Surplus (Deficit)</b> | <b>-\$2,565.66</b> | <b>\$7,339.24</b>  |
| <b>Net Cash Movement</b>           | <b>-\$2,565.66</b> | <b>\$7,339.24</b>  |
| <b>Summary</b>                     |                    |                    |
| Opening Balance                    | \$74,331.66        | \$64,426.76        |
| Plus Net Cash Movement             | -\$2,565.66        | \$7,339.24         |
| Closing Balance                    | \$71,766.00        | \$71,766.00        |

# Profit and Loss

Taieri Bridge Club

For the month ended 31 August 2021

| <u>Account</u>                  | <u>Aug 2021</u>   | <u>YTD</u>       |
|---------------------------------|-------------------|------------------|
| <b>Trading Income</b>           |                   |                  |
| Advertising Income              | 0.00              | 525.00           |
| Bar Sales                       | 138.27            | 2,807.42         |
| Donations                       | 0.00              | 184.00           |
| Interest Earned                 | 9.98              | 568.03           |
| Investment Interest             | 0.00              | 352.25           |
| Lesson Income                   | 0.00              | 491.30           |
| Rent                            | 0.00              | 2,065.19         |
| Subscriptions                   | 45.66             | 5,694.87         |
| Sundry Income                   | 0.00              | 905.83           |
| Table Money                     | 1,034.81          | 18,109.70        |
| Tournament Income               | 0.00              | 3,534.78         |
| <b>Total Trading Income</b>     | <b>1,228.72</b>   | <b>35,238.37</b> |
| <b>Gross Profit</b>             |                   |                  |
|                                 | <b>1,228.72</b>   | <b>35,238.37</b> |
| <b>Operating Expenses</b>       |                   |                  |
| Accounting Software             | 60.00             | 720.00           |
| Bank Fees                       | 0.00              | 3.00             |
| Bar Purchases                   | 47.77             | 1,720.26         |
| Cleaning Sundry                 | 0.00              | 372.44           |
| Cleaning Wages                  | 184.00            | 2,212.45         |
| Depreciation                    | 424.95            | 5,921.05         |
| Electricity                     | 305.23            | 3,082.96         |
| Insurance                       | 0.00              | 3,191.41         |
| Kitchen Expenses                | 21.33             | 871.29           |
| Lease Payments                  | 1,115.37          | 1,115.37         |
| Lesson Advertising              | 0.00              | 478.98           |
| Lesson Tutor                    | 0.00              | 880.43           |
| Levies & Charges                | 800.60            | 2,913.00         |
| Office Expenses                 | 70.09             | 1,818.60         |
| Playing Materials               | 155.00            | 553.65           |
| 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                 | 180.00            | 2,380.00         |
| Telephone & Internet            | 72.17             | 848.02           |
| Tournament Expenses             | 0.00              | 1,799.53         |
| Water Rates                     | 0.00              | 189.37           |
| Bar Expenses                    | 0.00              | 530.03           |
| <b>Total Operating Expenses</b> | <b>3,436.51</b>   | <b>34,570.27</b> |
| <b>Net Profit</b>               |                   |                  |
|                                 | <b>(2,207.79)</b> | <b>668.10</b>    |

# Balance Sheet

Taieri Bridge Club  
As at 31 August 2021

| Account                           | 31 Aug 2021       |
|-----------------------------------|-------------------|
| <b>Assets</b>                     |                   |
| <b>Bank</b>                       |                   |
| Cheque Account                    | 5,148.70          |
| Cheque Account (Kitchen)          | 408.23            |
| Prudent Res - Carpet              | 22,034.58         |
| Prudent Res - Heating 2           | 28,734.63         |
| Prudent Res - Roofing             | 15,439.86         |
| <b>Total Bank</b>                 | <b>71,766.00</b>  |
| <b>Current Assets</b>             |                   |
| Accounts Receivable               | 543.50            |
| Bar Stock                         | 536.76            |
| Cash Float                        | 80.00             |
| <b>Total Current Assets</b>       | <b>1,160.26</b>   |
| <b>Fixed Assets</b>               |                   |
| Buildings                         | 149,996.00        |
| Less Acc Depn on Buildings        | (103,908.20)      |
| Less Acc Depn on Plant & Equipmen | (53,063.71)       |
| Plant & Equipment                 | 55,776.22         |
| <b>Total Fixed Assets</b>         | <b>48,800.31</b>  |
| <b>Total Assets</b>               | <b>121,726.57</b> |
| <b>Liabilities</b>                |                   |
| <b>Current Liabilities</b>        |                   |
| Accounts Payable                  | 69.00             |
| GST                               | 855.94            |
| PAYE Payable                      | 57.75             |
| Rounding                          | 1.00              |
| <b>Total Current Liabilities</b>  | <b>983.69</b>     |
| <b>Total Liabilities</b>          | <b>983.69</b>     |
| <b>Net Assets</b>                 | <b>120,742.88</b> |
| <b>Equity</b>                     |                   |
| Club Balance                      | 120,074.78        |
| Current Year Earnings             | 668.10            |
| <b>Total Equity</b>               | <b>120,742.88</b> |