

MINUTES FOR THE MEETING OF THE TAIERI BRIDGE CLUB COMMITTEE HELD AT THE TAIERI BRIDGE CLUB AT 6.30 P.M. ON 09 SEPTEMBER 2025.

Present: Marie Kean, Barbara Wilkes, Jen Macartney, Marg Auty, Diane Paterson, Deirdre Bruce, Lyn McLaren.

Apologies: Allan Dyer, Jan Methers

Minutes of Meeting of 12 August 2025:

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

Matters Arising:

Fire extinguishers – Marie would like Wormald's to come and look at our current fire extinguishers.

Property checks – in progress.

Notice boards – in progress.

Pat Chapple has agreed to help the Health and Safety Officer with advice.

Correspondence:

Inwards

Snail Mail:

Email:

Gore Bridge Club – Flyer for MLT sponsored Open Pairs 5A Tournament on 4/10, entries close 1/10, (rec'd 06/09).

Sorry Partner – latest podcast – (rec'd 06/09).

Ricoh – latest statement – (rec'd 04/09).

Judy Bevin – looking for handouts on improver lessons – (rec'd 04/09) – *Jen replied.*

IRD – Direct credit notice – (rec'd 04/09).

NZ Bridge – more info on Teachers Conference – (rec'd 03/09).
Forwarded on to Robert.

NZ Bridge – more information on Intermediate lessons – (rec'd 03/09).

NZ Bridge – Youth Coordinator vacancy – (rec'd 03/09).

NZ Amateur Sport Club – reminder about survey to be completed (rec'd 02/09). *Barbara has already completed ours.*

IRD – reminder about 6 monthly GST return due – (rec'd 02/09).

Charities Services Info – reminder about preparing to for financial year end – (rec'd 01/09).

Jenni Wright – apology for AGM – (rec'd 01/09).

Advance International – statement – (rec'd 01/09).

Microsoft – update to Service Agreement – (rec'd 01/09).

NZ Bridge – Mel Auld – leaving NZ Bridge and info about marketing – (rec'd 01/09). *Forwarded on to Diane.*

O/S Bridge Admin – Flyer for Havelock North Zelda Morris Provincial 10A Pairs Championship on 1st/2nd Nov – (rec'd 31/08).

Lisa Harkness – informing that she wishes Taieri Bridge Club to be her home club from next year – (rec'd 30/08).

DCC – Water rates - \$77.69 – (rec'd 29/08).

Taieri Christian Care Trust – acknowledging our donation from the Charity Tournament – (rec'd 29/08).

IRD – late grace period – (rec'd 29/08).

BridgeNZ - \$207.00 – for support in setting up new computer – (rec'd 27/08).

NZ Bridge – newsletter from The Chair – (rec'd 27/08).

Winton Bridge Club – Flyer for Winton Graded Pairs 8B tournament on 20/09, entries close 17/09, (rec'd 24/08).

Richard Solomon – acknowledging details for Loveblock Pairs – (rec'd 24/08).

Mercury - \$356.06 due 29/09 – (rec'd 23/08).

Sorry Partner – latest podcast – (rec'd 21/08).

Ricoh - \$78.28 – (rec'd 21/08).

Jude Smeijers – name to be added to Charity Tournament list – (rec'd 21/08).

Fiona Ellis – to be added to Charity Tournament – (rec'd 21/08).

Xero - \$64.69 – (rec'd 21/08).

IRD – payment reminder – (rec'd 20/08).

O/S Bridge Admin – Flyer for North Island Teams 11 and 12 Oct – (rec'd 19/08).

NZ National Sport Club – survey open – (rec'd 15/08).

O/S Bridge – passing on message from Dannevirke Club who have recently updated to tablets and have 22 bridge pads to give to another club – (rec'd 14/08).

NZ Bridge – Mel Auld – learner survey results – (rec'd 14/08).

BridgeNZ - \$230/89 – for a set of 32 bridge boards – (rec'd 13/08).

Outwards:

Email to Merv Muir acknowledging his resignation from the committee.

Email to Mosgiel Foodbank regarding donation from Charity tournament.

Acceptance of correspondence moved by Barbara and seconded by Marie

Treasurer's Report:

The treasurer's report for August is below.

ACCOUNTS TO PAY SEPTEMBER 2025	
Mercury	\$ 356.06
Ricoh	\$ 78.28
Xero (Aug/Sept)	\$ 64.69
One.nz Sept payment	\$ 65.00
Wages - Sept	\$ 465.04
IRD PAYE - August	\$ 117.52
Simple Saver - Sept	\$ 200.00
DCC Water Rates	\$ 77.69
	<u>\$ 1,424.28</u>
<u>Paid since last meeting</u>	
Kitchen Account – Monthly Top up September	\$ 500.00
Kitchen account - bar payments	\$ 259.69
Kitchen account - kitchen payments	\$ 91.76
Kitchen account - Charity Tourn	\$ 110.09
Bridge NZ - bridge boards	\$ 230.89
Marg Auty reimb analysis bk/notepad for table money records	\$ 11.50
Jen Macartney - reimb tablets purchased	\$ 4,050.00
Mosgjel Community Foodbank - Charity Tournament surplus	\$ 1,000.00
BridgeNZ - set up new computer	\$ 207.00
Kitchen account - cash for Robert Improver lessons	\$ 200.00
Advance Cleaning - dishwasher product	\$ 75.90
Buy Promotional - tumblers for prizegiving (100)	\$ 679.12
Bill Chapple - reimb paint	\$ 18.18
Lyn McLaren - raffle ticket books for tournaments	\$ 15.99
	<u>\$ 7,450.12</u>
Total approved	<u>\$ 8,874.40</u>

Currently the Club shows a net profit for the year of almost \$5,000. This figure may change if the auditor makes changes in her review or any accounts payable for August arrive that are currently not expected. The profit is mainly due to the generous anonymous donation of \$4,050.00 received in August (to be acknowledge in newsletter). Without this donation the Club would have made a small profit, around \$945.00 for the year. This would appear to justify the raise in table money at the start of the year.

During August we purchased the new computer \$543.00 ex gst, 6 tablets \$996.00 ex gst and a further 18 tablets \$3,522.00 ex gst. These have all been added to the asset register. I have set the depreciation rate at three years for the tablets and four years for the computer, subject to audit approval.

A donation of \$1,000.00 was made to the Mosgjel Community Foodbank from the recent tournament held.

The prizes for the prizegiving have been ordered and paid for in September. 100 tumblers were ordered which is enough for next year as well.

A GST refund of \$105.00 has now been received. The refund is due to the ability to claim back on gst on the assets purchased with expenditure higher than income over the six months from 1 March to 31 August 2025.

The Auditor has agreed that it is not reasonable to be having to make weekly trip to bank just for coins, and as long as they are held securely till the next trip to bank that's not a problem. I think it's reasonable to conclude that holding a small of coins at the table money persons home until banking at end of month constitutes being held securely.

There will be additional payment of \$700.00 to Robert for teacher conference costs. New Xero code called improver costs.

Approval of the accounts payable and acceptance of Treasurers report moved by Marg and seconded by Jen.

Committee Reports

Building:

Bar:

Dale has given her bar key to Lyn so she can bring supplies straight into the bar.

Stocktake has been completed.

Stationery Supplies:

Need to buy some more packs of cards and 2 sets of board because the dealers say they are not closing properly. Deirdre and Lyn have offered to put the labels on the new boards.

Kitchen:

Mikayla Walsh would like some days off during the holidays. Evelyn will be asked to fill in.

Cards Sent:

Kathryn Fagg

Membership:

Programme:

August Charity Tournament 24/08 – 15 tables. Marie has had some really good feedback from Otago players. The spot prizes were well received. It was great to see so many tins being donated to a worthy cause. In the future there will only be one raffle ticket issued per person and additional tickets can per purchased for \$2.00.

Junior/Intermediate tournament Sunday October 5th – need at least 10 tables to be viable and then offering 1st and 2nd prizes. If there are more tables then there may be 3rd prizes offered. Deirdre is going to to speak to the Monday players about how much fun it is to enter into tournaments.

AGM 2026 – suggest that it be held on Tuesday 20 October 2026 – no time limits as play after the AGM.

Loveblock Pairs – there has been a suggestion by a member to have a meal prior. Committee decided against offering a meal.

Learners

Teacher's conference – Robert believes that costs should total \$700.00.

Computers:

New computer installed, tablets all working, anonymous donation to be acknowledged in the newsletter.

Health & Safety:

Pat Chappell has agreed to help our new Health and Safety Officer. She would like to know which members hold a current first aid certificate.

Privacy Matters:

Interests Register:

General Business:

AGM now being held 1 week later (20 October) to allow time for Auditor to have the audit finished in our timeframe.

Confidential membership survey proposed to be emailed out in September so that members have a forum to express their ideas before the AGM. Agreed unanimously by all.

Discuss rent increases for 2026 year – leave as is – but will ask for updated key holders.

Next meeting to have a meal out to acknowledge outgoing committee members (Marg, Deirdre and Merv).

Old tablets – have agreed to just keep in reserve.

Learners survey results – see last page. Copy to be sent to Robert.

Committee agrees to undertake a survey.

Meeting closed at 7.40 pm. Meal out at 5.30 pm and the next meeting held on Tuesday 7 October 2025 at Marie's place rooms after the meal out.

Action List

Nov 2025

- Fire Evacuation drill to be held
- To come up with 10-year plan for capital expenditure February 2026
 - Carpet
 - Sterilisers
 - New computer
 - Sound systems – Strawberry Sound
 - Dishwasher

Feb 2026

- Ask Countdown to use their carpark before March tournament.

Apr 2026

- AED due for Annual check
- Check if Triton wish to sponsor new bidding pads

May 2026

- Fire Evacuation drill to be held
- Organise water filter to be serviced
- Advertising prices to go up for programme book

Sept 2027

- Discuss rent increases for 2027 year

Nov 2026

- Fire Evacuation drill to be held

April 2027

- Host Responsibility to be updated for Alcohol Licence.
- Fire evacuation to be organised and held before alcohol licence renewal

May 2027

- Alcohol Licence renewal, need copy of host responsibility to be updated, new rules, food menu with specific light beer, also need form showing which bridge clubs can use our bar premises.

Apr 2029

- Organise an updated building valuation – Dunedin Valuation. Insurance falls due in May

Cash Summary

Taieri Bridge Club
For the month ended 31 August 2025

Account	Aug 2025	Year to date
Income		
Advertising Income	0.00	1,025.00
Bar Sales	406.08	3,907.31
Donations	4,050.00	4,587.00
Interest Earned	58.03	920.73
Investment Interest	0.00	2,214.25
Lesson Income	0.00	826.12
Rent	495.66	2,882.64
Subscriptions	0.00	6,736.40
Sundry Income	0.00	2,060.90
Table Money	2,373.78	23,658.87
Tournament Income	1,130.43	5,665.33
Total Income	8,513.98	54,484.55
Less Expenses		
ACC Levies	86.95	109.04
Accounting Software	0.00	672.00
Bank Fees	0.00	3.92
Bar Expenses	0.00	140.00
Bar Purchases	97.19	2,451.38
Bar Stock	128.62	128.62
Consulting & Accounting	0.00	1,149.57
Electricity	318.04	3,117.50
Grants and Donations Paid	1,000.00	1,750.00
Insurance	0.00	4,880.99
Kitchen Expenses	118.56	1,927.37
Lease Payments	1,683.61	1,683.61
Lesson Advertising	0.00	789.99
Lesson Tutor	200.00	800.00
Levies & Charges	857.40	2,879.80
Office Expenses	253.18	2,021.17
PAYE Payable (includes Kiwisaver contrib)	1.86	27.52
Playing Materials	232.29	697.29
Prizes & Engraving	0.00	1,245.30
Property Expenses	558.43	1,480.97
Reimbursements (Honoraria)	0.00	1,200.00
Repairs and Maintenance	0.00	149.00
Revenue in Advance	(52.17)	1,934.82
Rounding	(0.99)	0.00
Sundry Expenses	34.89	3,591.41
Supper Expenses	0.00	990.00
Telephone & Internet	56.52	642.21
Tournament Expenses	524.08	3,616.04
Wages	580.76	6,434.31
Wages - Employer Kiwisaver Contribution	0.00	11.24
Water Rates	0.00	236.16
Total Expenses	6,679.22	46,761.23
Surplus (Deficit)	1,834.76	7,723.32
Plus Other Cash Movements		
Fixed Assets	(5,060.49)	(20,582.23)
Total Other Cash Movements	(5,060.49)	(20,582.23)
Plus GST Movements		
GST Collected	668.23	7,469.46
GST Paid	(1,481.24)	(8,125.68)
Net GST Movements	(813.01)	(656.22)
Net Cash Movement	(4,038.74)	(13,515.13)
Summary		
Opening Balance	55,799.88	65,276.27
Plus Net Cash Movement	(4,038.74)	(13,515.13)
Cash Balance	51,761.14	51,761.14

Profit and Loss		
Taieri Bridge Club		
For the month ended 31 August 2025		
Account	Aug 2025	Year to date
Trading Income		
Advertising Income	0.00	1,025.00
Bar Sales	406.08	3,848.61
Donations	4,050.00	4,587.00
Interest Earned	58.03	920.73
Investment Interest	0.00	2,214.25
Lesson Income	0.00	826.12
Rent	0.00	2,882.64
Subscriptions	0.00	6,711.18
Sundry Income	0.00	2,060.90
Table Money	2,373.78	23,598.00
Tournament Income	1,130.43	5,665.33
Total Trading Income	8,018.32	54,339.76
Gross Profit	8,018.32	54,339.76
Operating Expenses		
ACC Levies	0.00	109.04
Accounting Software	56.25	675.00
Bank Fees	0.00	3.92
Bar Expenses	0.00	140.00
Bar Purchases	97.19	2,451.38
Consulting & Accounting	0.00	1,149.57
Depreciation	560.65	4,720.57
Electricity	309.62	3,115.16
Grants and Donations Paid	1,000.00	1,750.00
Insurance	0.00	4,880.99
Kitchen Expenses	118.56	1,865.80
Lease Payments	0.00	1,683.61
Lesson Advertising	0.00	789.99
Lesson Tutor	200.00	800.00
Levies & Charges	0.00	2,879.80
Office Expenses	258.07	2,030.09
Playing Materials	200.77	697.29
Prizes & Engraving	0.00	1,245.30
Property Expenses	71.93	1,480.97
Reimbursements (Honoraria)	0.00	1,200.00
Repairs and Maintenance	0.00	149.00
Sundry Expenses	34.89	3,591.41
Supper Expenses	0.00	990.00
Telephone & Internet	56.52	642.21
Tournament Expenses	150.08	3,616.04
Wages	580.76	6,434.31
Wages - Employer Kiwisaver	0.00	11.24
Water Rates	67.56	241.50
Total Operating Expenses	3,762.85	49,344.19
Net Profit	4,255.47	4,995.57

Balance Sheet	
Taieri Bridge Club	
As at 31 August 2025	
Account	31 Aug 2025
Assets	
Bank	
Kitchen Account	154.86
Main Account	6,700.76
Prudent Res - Carpet (Bonus Saver)	13,547.51
Prudent Res - Carpet (Term Deposit 2)	10,000.00
Prudent Res - Carpet (Term Deposit 3)	21,358.01
Total Bank	51,761.14
Current Assets	
Bar Stock	772.37
Total Current Assets	772.37
Fixed Assets	
Buildings	149,996.00
Less Acc Depn on Buildings	(113,203.46)
Less Acc Depn on Plant & Equipment	(46,964.72)
Plant & Equipment	68,519.38
Total Fixed Assets	58,347.20
Total Assets	110,880.71
Liabilities	
Current Liabilities	
Accounts Payable	768.28
GST	(190.11)
Revenue in Advance	52.17
Total Current Liabilities	630.34
Total Liabilities	630.34
Net Assets	110,250.37
Equity	
Club Balance	105,254.80
Current Year Earnings	4,995.57
Total Equity	110,250.37

Results of a NZ Bridge survey of those who attended lessons.

An online questionnaire designed by NZ Bridge was sent to learners after the lessons were completed. 12 people responded. Of these people, 10 were new to bridge and 2 attended lessons some time ago at another club.

Responses to the questions were as follows (numbers in the brackets refer to the number who responded):

- **How did you hear about our lessons** – flyer (8), newspaper advertisements (3), word of mouth (3), flyer on a noticeboard (2), facebook (1), other poster (1).
- **Suggestions for improving the visibility of our bridge lessons** – an open day (1), Mosgiel community facebook page (1).
- **What motivated you to start learning bridge** (people can give more than one response) – to learn something new (8), to have fun (8), intellectual stimulation (7), social connection (7), make new friends (5), competing or winning (1).
- **How does the cost of our bridge lessons compare to the value received in terms of learning resources, and overall experience** – extremely good value (4), very good value (8).
- **Suggestions for improvements to lessons** only 6 responded to the question, 3 had no suggestions and the 3 written responses were as follows:
 - *“Very good lessons. Well organised with lesson outline (paper) and verbally (teaching) with terrific support from members and the club”*
 - *“I thought it was very well run. There is a lot to learn and will only become easier with time”*
 - *There was one suggestion: “12 lessons completed. Suggest 10 maximum as a lot of information to absorb. Spend more time recapping previous lesson. Can lead to losing motivation as too much new information each week. Slow it down. Alternate revision sessions with new learning”.*