

MINUTES OF THE 49TH ANNUAL GENERAL MEETING OF THE TAIERI BRIDGE CLUB INC. HELD AT THE CLUBROOMS, AT 6.30 PM ON MONDAY 18TH OCTOBER 2021.

Present: Marg Auty, Karen Baughan, Gaynor Brown, Deidre Bruce, Dale Cameron, Bruce Carter, Mike Cooper, Kathryn Fagg, Cathy Ferguson, Bob Gillanders, Robin Gillespie, Judy Gorman, Mavis Hastie, Jude Hinton, Marie Kean, Alan Lewthwaite, Jen Macartney, Jan Methers, Rhonda Mitchell, Bob Morgan, Carol Morgan-Adler, Merv Muir, Diane Paterson, Avril Power, Karl Power, Jill Reid, Joan Robertson, Brenda Shine, Peta Smith, Jill Van der Loo, Alec Weavers, Pip Weber, Elizabeth White, Barbara Wilkes, Gail Williams, Patsy Williams, Linda Withers.

Apologies: Wilma Burrell, Val Wilson, Jenni Wright, Dianne Lawlor, Judith Smeijers, Laurie Smeijers, David Larson, Murray Barron, Lyn Clark, Marijke Schofield, Jenny Magee, Christine Samson, Robert Cowan, Vivienne Cowan, David Mackie

Moved by Jen Macartney and confirmed by Barbara Wilkes. Carried unanimously.

Minutes of Meeting of 18TH October 2021

Moved by Barbara Wilkes that the previous minutes are true and correct, and seconded by Robyn Gillespie. Agreed unanimously.

Matters arising from the Minutes. Nil

President's Report: Jen Macartney read the President's report and Merv Muir moved its adoption which was seconded by Dale Cameron. Carried unanimously. A copy of the report is attached.

Treasurer's Report:

Routine income and expenditure have remained much the same as last year. There are a couple of exceptions, bar sales increased by \$1,100.00 due to the popularity of Saturday afternoon sessions, often now averaging around 10 tables. Tournament income has decreased by \$2,642.00. Kitchen Supplies has increased by \$977.00 but within this category are some bar supplies and tournament catering supplies. A loading error on my part that will be rectified going forward.

Property expenses increased as the outside of the building was painted at a cost of \$4,700.00. Also, after much discussion, the kitchen floor has finally been replaced at a cost of \$3,887.00 but only 50% if this has been paid. The balance falls into the next financial year. Painting of the inside of the club and replacing the curtains with blinds is underway. Exit signs were also purchased this year.

Plant and equipment purchases have been a display fridge for the bar and a defibrillator.

Purchasing of the Table Cards is increasing all the time, which is beneficial for everybody and my appreciation goes to all those who pay on-line as this has resulted in a lot less cash handling. Also, it is worth noting that last year 85% of members pre-paid for their Christmas Dinner on-line, which made for a smooth start to the evening.

The Taieri Bridge Club is in a very good financial position, so if any members have suggestions for improving the club please contact the committee.

This is my first year as Treasurer I would like to thank Cathy Ferguson for her support and patience when I took over the job last year. It is also the first time I have had the role as Treasurer on any committee and as I am not an Accountant the Xero accounting system has made it easy to reconcile income and expenditure, it continues to be a very successful way of handling the Clubs accounts.

Thanks also to Barbara, she has been a great source of knowledge to resolve any issues. Also, thanks to our Auditor Christine McNamara from BB&S Accountants.

Moved by Cathy Ferguson and seconded by Joan Robertson. Carried unanimously.

Discussion: On format of financials – being the Charities Commission Report which was the same as last year. The profit and loss and balance sheet are the same as usual.

Auditor: It was proposed by Jen Macartney and seconded by Marg Auty that Christine McNamara be appointed again as honorary auditor. Carried unanimously.

Reimbursements for Office Bearers, Auditors and Subscriptions: It was proposed by the committee that there be an appropriate increase to the honoraria as there has not been an increase for a number of years. Proposed by Jen Macartney and seconded by Barbara Wilkes. Carried unanimously.

Election of Officers: Nominations were taken from the floor for President, Vice President and Treasurer. As there was only one nomination for each of the Office Bearers, they were elected unanimously as follows:

Office	Nominee	Proposer	Secunder
President	Jen Macartney	Avril Power	Mavis Hastie
Vice President	Marie Kean	Bob Gillanders	Merv Muir
Treasurer	Avril Power	Jenni Wright	Merv Muir
Secretary	Barbara Wilkes	Jen Macartney	Carol Adler-Morgan

The following committee members were duly elected:

Election of Committee

Robert Cowan	Jen Macartney	Carol Adler-Morgan
Jenni Wright	Carol Adler-Morgan	Jen Macartney
Bob Gillanders	Merv Muir	Jenni Wright
Merv Muir	Jenni Wright	Carol Adler-Morgan
Carol Adler-Morgan	Jenni Wright	Merv Muir
Marg Auty	Jen Macartney	Jennifer MacMillan

The Chairperson duly declared all nominees duly elected seconded by Barbara Wilkes. Carried unanimously.

General Business:

- Robyn Gillespie requested that the tea boy payment be increased as \$20.00 per hour is not enough. Linda proposed that the committee consider that the wages be increased to \$25.00 per session for the tea person, seconded by Marie Kean. Voted: In favour 19, and against 11. Robin Gillespie proposed that the wages be increased to \$30.00 per session, seconded by Alan. Voted 12 for, against 19 against. The first motion stands.

Meeting closed at 6.59 pm.

Taieri Bridge Club President's Report 2022

Well we seem to be getting back to a 'new' normal at last. Bridge is getting back to prior Covid albeit tournaments are not having as good attendances.

My third year as President has brought about some changes.

As usual we had the Christmas Prizegiving and party which was catered for by Robert, who put on a magnificent spread, thank you very much for all your hard work and to Viv for helping in the background.

Lessons started in March, with Robert as tutor, and we had approximately 16, with most of them finishing the course of lessons, we then had a series of Tuesday evenings where committee and club members came and gave their time to encourage the beginners and to show them what a normal bridge night entails. The beginners then came through to Monday nights at the beginning of Winter Pairs. I have had several glowing comments for our new tutor and he has agreed to run the lessons again next year with 4 people already interested in next year's lessons.

We have been able to hold most of our tournaments this year,

We held both our charity tournaments this year. One for the Hospice and the other going to the local St John Ambulance. We raised approximately \$700.00 for each.

Monday evenings continue to be well attended with 12 - 14 tables each week. Wednesday evenings continue to be a struggle but I do hear that some of our Monday night people are going to try Wednesdays next year, let's hope that they can encourage some more.

The fun nights on the long weekends still attract a very good crowd, usually 30 plus members. We have a meal and then play bridge. Christine has handed over the organisation of these to Marie so thank you to both of you for all your hard work.

As you have been seeing in the past few weeks we are trying to brighten the club rooms up with new paint, new blinds and new vinyl in the kitchen. We have also had the outside painted in the last year.

Congratulations to all members who have won club competitions during the year and also members who had success in tournaments elsewhere.

I would like to thank my committee who have worked as a Team. I would like to thank Barbara personally whose hard work in doing all the secretarial work and writing the newsletter, which is always an interesting read. I would also like to thank Jude Smeijers, our computer manager and tournament secretary, for sorting out the technical problems. Also a special mention to Laurie, Derek and committee members who came along to help Robert with the lessons, thank you for your time every week.

I would also like to thank all the members of the club, for whatever little thing they do to make the club survive and if that means only attending and playing that's fine, we wouldn't have a club if no one came to play, but on the other hand we wouldn't have a club if we didn't have a committee.

Next year is our 50th anniversary and we are looking to have a function in May, possibly 20th so please keep that date free and if you have any photos, stories etc from the last 10 years the committee or Christine will be happy to receive them. Also if you know of any past members please ask them if they would like to attend as we do not have everyone's contact details.

I look forward to another year of presidency and will do anything (within reason) to further the Objects of the Club.

The Taieri Bridge Club Incorporated

Performance Report for the year ended: 31 August 2022

Contents

	Page
Non-Financial Information:	
Entity Information	2
Statement of Service Performance	3
Financial Information:	
Statement of Receipts and Payments	4
Statements of Resources and Commitments	5
Notes to the Performance Report	6
Profit & Loss	7
Balance Sheet	8
Audit Report	9

Entity Information

Who we are? Why do we exist?

For the year ended: 31 August 2022

Legal name of entity:	The Taieri Bridge Club Incorporated
Other name of entity (if any):	
Type of entity and legal basis (if any):	Incorporated Society and Registered Charity
Registration number:	CC56377

Entity's purpose or mission:

To organise games, lessons, matches of the card game of bridge for members and potential members and the wider bridge community.

Entity structure:

The Taieri Bridge Club is an Incorporated Society. Members elect a committee, which includes President, Vice President, Secretary, Treasurer plus 5 committee members. The main positions are paid a small honorarium and general committee members are volunteers.

The main sources of the entity's cash and resources:

Revenue is received from members playing subscriptions and table money.

The main methods used by the entity to raise funds:

A small amount of funds are raised via running bridge tournaments.

The entity's reliance on volunteers and donated goods or services:

There are many other members in the club who also volunteer their time. Members set-up and run the various weekly sessions on a voluntary basis and assist the teacher at the lessons.

Additional information:

Contact details:

Physical address:	10 Wickliffe Street, Mosgiel
Postal address:	PO Box 53, Mosgiel
Phone/fax:	03 489 3614

Email:	taieribridge@outlook.com
Website:	www.otagosouthland.org.nz/taieri

Statement of Service Performance

What did we do?

For the year ended: 31 August 2022

Description of the entity's outcomes:

To facilitate the enjoyment of bridge, plus teach others the skills to allow them to play the game.

Description and quantification (to the extent practicable) of the entity's outputs:	Actual	Budget	Actual
	This year	This year	Last year
To run classes to aid people to learn bridge	17	10	10
Run playing club sessions	154	154	136
Run tournaments for the wider community	3	4	4
Run two charity tournaments per year	2	2	0

Additional output measures:

Additional information:

This performance report has been approved by the quorum at the Annual General Meeting for and on behalf of: Taieri Bridge Club Incorporated.

Date 17 October 2022

Signature



Name

Jen Macartney

Position

President

Date

17 October 2022

Signature



Name

Avril Power

Position

Treasurer

Statement of Receipts and Payments

How was it funded? What did it cost?

		Actual	Budget	Actual
Notes		This year	This year	Last year
		\$	\$	\$
Operating Receipts				
	Donations, fundraising and other similar receipts	0		184
	Fees, subscriptions and other receipts from members	29,420		31,445
	Receipts from providing goods or services	0		0
	Interest, dividends and other investment income receipts	538		920
	Other operating receipts	3,443		7,205
	Total Operating Receipts	33,401		39,754
Operating Payments				
	Payments related to public fundraising	0		0
	Volunteer and employee related payments	2,992		6,455
	Payments related to providing goods or services	4,006		9,010
	Grants and donations paid	0		0
	Other operating payments	26,646		16,870
	Total Operating Payments	33,644		32,335
	Operating Surplus or (Deficit)	243		7,419
Capital Receipts				
	Receipts from the sale of resources	0		0
	Receipts from borrowings	0		0
Capital Payments				
	Purchase of resources	3,042		0
	Repayments of borrowings	0		0
	Increase/(Decrease) in Bank Accounts and Cash	-3,285		7,419
	Bank accounts and cash at the beginning of the financial year	71,846		64,427
	Bank Accounts and Cash at the End of the Financial Year	68,561		71,846
Represented by:				
	Cheque account(s)	7,789		5,557
	Savings account(s)	16,187		22,035
	Term Deposit account(s)	44,465		44,174
	Cash float	120		80
	Total Bank Accounts and Cash at the End of the Financial	68,561		71,846

Statement of Resources and Commitments

What do we own? What do we owe at 2022

Schedule of Resources

	This year €	Last year €
Bank accounts and cash (from Statement of Receipts and Payments)	68,561	71,846
Money held on behalf of others		
Description	Amount	Amount
Money owed to the entity*		
Description	Amount	Amount
GST receivable		0
Accounts Receivable	16	
Other resources		
Description and source of value (cost or current value required if practical to obtain)	Cost or current value	Cost or current value
Bar stock	577	553
Buildings Less accumulated depreciation	42,989	46,088
Plant and Equipment	3,791	2,713

Schedule of Commitments

	This year €	Last year €
Money payable by the entity		
Description	Amount	Amount
PAYE	58	58
GST Payable	566	446
Accounts Payable	66	69
Other commitments		
Description	Amount	Amount
Guarantees		
Description	Amount	Amount

Schedule of Other Information

	This year €	Last year €
Grants or donations with conditions attached (where conditions not fully met at balance date)	Amount	Amount
Resources used as security for borrowings		

Notes to the Performance Report

Note 1: Accounting Policies

How did you do your accounting?

Basis of Preparation

Taieri Bridge Club Incorporated is permitted by law to apply PBE SFR-C (NFP) Public Benefit Entity Simple Format Reporting - Cash (Not-For-Profit) and has elected to do so. All transactions are reported in the Statement of Receipts and Payments and related Notes to the Performance Report on a cash basis.

Goods and Services Tax (GST)

Taieri Bridge Club Incorporated is registered for GST. Therefore, amounts recorded in the Performance Report are inclusive of GST (if any). GST owing, or GST refunds due as at balance date are shown in the Statement of Resources and Commitments.

Note 2: Correction of Errors

There were no correction of errors. (Last Year – Nil).

Note 3: Related Party Transactions

There were no transactions involving related parties during the financial year. (Last Year – Nil).

Note 4: Events after Balance Date

There were no events that have occurred after the balance date that would have a significant impact on the Performance Report. (Last Year – Nil).

Profit and Loss

Taieri Bridge Club

For the year ended 31 August 2022

Account	2022	2021
Trading Income		
Advertising Income	715.22	525.00
Bar Sales	3,907.64	2,807.42
Donations	0.00	184.00
Interest Earned	232.85	165.49
Investment Interest	305.86	754.79
Lesson Income	486.96	491.30
Rent	1,630.40	2,065.19
Subscriptions	5,459.73	5,694.87
Sundry Income	1,097.55	905.83
Table Money	18,035.26	18,109.70
Tournament Income	891.31	3,534.78
Total Trading Income	32,762.78	35,238.37
Gross Profit	32,762.78	35,238.37
Operating Expenses		
Accounting Software	618.00	720.00
Bank Fees	3.00	3.00
Bar Expenses	140.00	530.03
Bar Purchases	1,431.26	1,703.96
Cleaning Sundry	105.52	372.44
Cleaning Wages	2,392.00	2,212.45
Depreciation	5,062.05	5,921.05
Electricity	3,069.35	3,082.96
Insurance	3,176.66	3,191.41
Kitchen Expenses	1,848.68	871.29
Lease Payments	1,192.33	1,115.37
Lesson Advertising	87.48	478.98
Lesson Tutor	600.00	880.43
Levies & Charges	1,952.40	2,913.00
Office Expenses	1,603.10	1,818.60
Playing Materials	952.82	553.65
Prizes & Engraving	516.13	302.78
Property Expenses	7,446.80	108.88
Reimbursements	1,000.00	913.05
Sundry Expenses	1,688.38	1,232.51
Supper Expenses	2,490.00	2,380.00
Telephone & Internet	978.49	848.02
Tournament Expenses	120.34	1,799.53
Water Rates	212.33	189.37
Total Operating Expenses	38,687.12	34,142.76
Net Profit	(5,924.34)	1,095.61

Balance Sheet

Taieri Bridge Club
As at 31 August 2022

<u>Account</u>	<u>31 Aug 2022</u>	<u>31 Aug 2021</u>
Assets		
Bank		
Cheque Account	7,698.01	5,148.70
Cheque Account (Kitchen)	90.91	408.23
Prudent Res - Carpet	16,186.68	22,034.58
Prudent Res - Heating 2	28,496.63	28,332.09
Prudent Res - Roofing	15,969.14	15,842.40
Total Bank	68,441.37	71,766.00
Current Assets		
Accounts Receivable	(133.60)	543.50
Accounts Receivable (manual)	150.00	0.00
Bar Stock	577.40	553.06
Cash Float	120.00	80.00
Total Current Assets	713.80	1,176.56
Fixed Assets		
Buildings	149,996.00	149,996.00
Less Acc Depn on Buildings	(107,006.62)	(103,908.20)
Less Acc Depn on Plant & Equipment	(55,027.34)	(53,063.71)
Plant & Equipment	58,818.51	55,776.22
Total Fixed Assets	46,780.55	48,800.31
Total Assets	115,935.72	121,742.87
Liabilities		
Current Liabilities		
Accounts Payable	12.43	69.00
Accounts Payable (manual)	53.48	0.00
GST	566.01	445.73
PAYE Payable	57.75	57.75
Total Current Liabilities	689.67	572.48
Total Liabilities	689.67	572.48
Net Assets	115,246.05	121,170.39
Equity		
Club Balance	121,170.39	120,074.78
Current Year Earnings	(5,924.34)	1,095.61
Total Equity	115,246.05	121,170.39

Taieri Bridge Club

Audit Review Report to Members

For the year ended 31 August 2022.

Audit Review Report

To the readers of the Performance Report of the Taieri Bridge Club.

I have reviewed the financial information contained in the Performance Report of the Taieri Bridge Club. The performance report provides information about the performance of the Club and its financial position as at 31 August 2022. This information is stated in accordance with the accounting policies set out in the performance report.

Officers Responsibilities

The Executive of the Taieri Bridge Club are responsible for the preparation of the performance report which gives a true and fair view of the financial position of the Club as at 31 August 2022 and of the performance of operations for the 12 months ended on that date.

Auditor/Reviewers Responsibilities

It is my responsibility to express an independent opinion on the financial report presented by the Officers and report my opinion to you.

Basis of Opinion

A review includes examining, on a test basis, evidence relevant to the amounts and disclosures in the financial report. It also includes assessing the significant estimates and judgements, made by the Executive in the preparation of the financial report, and whether the accounting policies are appropriate to the Taieri Bridge Club, consistently applied and adequately disclosed.

As with most charities, a review is limited in verifying of the completeness of recording for cash sources of income until the funds are banked.

I conducted my review in accordance with generally accepted accounting standards in New Zealand. I planned and performed my review to obtain all the information and explanations which I considered necessary in order to provide myself with sufficient evidence to give reasonable assurance that the financial report is free from material misstatements, whether caused by fraud or error. In forming my opinion, I also evaluated the overall adequacy of the presentation of the information in the financial report.

The audit review has not been carried out under the Auditing Standards issued by the XRB Board or the NZAuASB as the Taieri Bridge Club are not required to comply with the legal requirement of the Charities Act, being designated as a small charity. The Taieri Bridge Club have applied the review as per their rules and are able to choose who performs the review.

Other than my capacity as reviewer I have no relationship with or interest in the Taieri Bridge Club.

Opinion

In my opinion:

Proper accounting records have been kept by the Taieri Bridge Club.

- As far as appears from my examination of these records; and
- The financial report complies with generally accepted accounting practices; gives a true and fair view of the financial position of the Taieri Bridge Club as at 31 August 2022 and the results of its operations for the 12 months ended on that date.

My review was completed on the 4th of October 2022 and my opinion is expressed as at that date.

A handwritten signature in blue ink, appearing to read 'Christine McNamara', with a stylized flourish at the end.

Christine McNamara CA