

Timaru Bridge Club Inc.

**Minutes of the Club Committee meeting held in the Clubrooms 63
Wilson Street Timaru on 15 January, 2020 at 7.00pm.**

Welcome

Anne Glendining welcomed those present.

Present

Anne Glendining, Allan Luscombe, Cynthia Bailey, Joe Harris, Penny Dewar, Julie Chambers, Ashley Milliken, Sue Milmine, Pauline Prendergast & Gavin Spence.

Apologies

Cena Moulson

Motion – "That these apologies be received and sustained."

Seconded and carried

Minutes of Thursday 28th November 2019

Motion – "That these Minutes be confirmed as a true and correct record of the Meeting."

Seconded and carried

Addition of new Committee member:

Pauline Prendergast was welcomed as a new Committee member to ensure a more equitable representation of the Gold Division (as per section 13 of the constitution).

Additional Agenda Items: Personnel report, Wednesday Bridge, Roof repair, Pencils, Vision Statement.

Matters Arising from Minutes

- **Trophy Cabinet:** Ashley will explore best location and obtain a quote from "a local professional cabinet maker".

- **Club Charity Matches:**

Motion: Club will donate one week's table fees (meaning all fees from Monday, Tuesday, Wednesday and Friday games in a given week) to charity. This will be in lieu of specific Thursday "Charity Tournaments". Each nightly sub-committee (eg. Silver, Gold, Wed, Fri) will suggest a charity to the Club Committee, who will then make the selection(s).

Seconded and carried

It was also suggested each group might also arrange a raffle on the night to increase the charitable contribution.

Correspondence

• Received

- Thank you note from Kay & Keith Nicholas
- Michael Johnstone
 - 2020 lessons must start on (or before) 18/3/20
 - New tutor needs to be selected (preferably before new lessons start so they can work with Michael before he retires as tutor)
 - New tutor will require some way of projecting images (either computer projector or large screen TV)
 - Consider daytime lessons
 - Consider 2 sets of lessons each year

Motion: A Tutoring Committee is established to arrange a future tutor, liaise with Michael to arrange 2020 dates and appropriate advertisements. This will be done with a sense of urgency as the start date is rapidly approaching. Initial appointments to the committee are Cynthia, Anne and Cena (in abstentia).

Seconded and carried

- Resignation letter from Sandra Coulter (housekeeper)
 - Discussed "In Committee".
 - Club Secretary will send a note acknowledging receipt and thanking her for her efforts on the Club's behalf.

• Outgoing correspondence- none

Treasurer's Report

- Reviewed total deposits and withdrawals thru 31/12/19.
- Discussion of Trustpower contract (expense, length of contract). Penny to investigate & report at next meeting.
- **Motion 1:** Penny Dewar to be added as signatory on BNZ checking account.
Seconded and carried
- **Motion 2:** SBS account to be closed and funds transferred to BNZ.
Seconded and carried
- **Motion 3:** Funds transferred from previous SBS account to be invested to BNZ deposit accounts as: \$10,000 in 6 month deposit @ 2.7% & \$8,000 in 12 month deposit @ 2.65%
Seconded and carried
- **Motion 4:** EFPOS account at ANZ is to be closed and funds transferred to BNZ. Pauline to arrange.
Seconded and carried
- **Motion 5:** Penny Dewar is authorized to setup an account at New World for necessary Club expenses.
Seconded and carried

Penny Dewar will be named executive office of the Club for purposes of IRD

On-call account at BNZ (current balance \$0.25!) will become tournament acct.

Discussion of lack of wireless coverage in "southeast" corner of main club room and teaching room. **Joe** will investigate solution with **Iain Dickason**.

Discussion re: landline phone vs. going completely online. Consensus at this time is to maintain landline for "health & safety reasons" -- but keep an open mind for options going forward.

Voucher discount - Motion: To increase use of vouchers if you purchase 10 vouchers you will receive 11 (a 10% discount). (NB this is NOT retroactive to previous purchases)

Seconded and carried

Also noted that you can use internet banking to purchase vouchers. Just present the online receipt.

Membership Report

Some subscription envelopes were never mailed (incorrect address, etc) **Penny** will email any unpaid subscriptions with a reminder.

Computer Report

- Bill Mecchia will carry on learning in-house computer program from Keith.
- General consensus that knowledge of setting up BridgePad system needs to be more widely disseminated.

Works Report

- Report submitted by Steve Geddes. Reviewed and accepted
- Plumber will be in soon to install new sluice
- Discussion re: increasing storage space at Club. **Ashley** will liaise with Steve to sort best solution
- Concern re: ceiling storage ("what goes up never comes down"). This option will not be investigated further at present.
- Concern re: space occupied by storage of very old club records. May be a future consideration but no action taken at this time.

Personnel Report

- Cleaners pay scale will need review in light of new "living wage" rules
- Discussion re: frequency of Club cleaning. Consensus that it must be done after EVERY function, but acknowledging that the time required for cleaning will vary depending on level of use.

Website working group report

- Report received and accepted
- Review of the sample website designed by Iain Dickason

- Discussion re: Facebook page under the name of "Timaru Bridge Club". It was noted that this was never approved by the Committee and is not the official website.

Motion: A Website Committee is established to oversee development and management of the official club website. \$200/yr is authorised to fund this effort. (Initial appointments: Grant Patterson, Julie, Joe and Iain Dickason)

Seconded and carried

Motion: We will try to identify the person administering the Facebook page. They will be politely requested to change the name of the site to indicate that it is NOT the official Club site. It is also important that any Club or Club Member images posted on the Facebook page only be done with permission.

Seconded and carried

New Business

• **Mid-year function**

Ashley agreed to review details and report to Committee at future meeting. Will plan to schedule sometime in August.

• **Christmas cleanup**

- Ashley agreed to sort out

Motion: Christmas decorations need to be updated.

Seconded and carried

• **Vacuum cleaner**

Motion: Purchase of new vacuum cleaner approved.

Seconded and carried

• **Roof repair**

Due to recent hailstorm, the roof needs to be inspected for damage. Ashley will discuss with Steve Geddes (Works committee) and report back.

• **Vision statement**

Motion: The Club will adopt the following as its Vision Statement:

"To promote the enjoyment of playing bridge by all members in a warm, friendly and positive manner."

Seconded and carried

• **Pencils**

Purchase of new Papermate pencils reviewed by Committee and approved.

• **Wednesday Bridge**

- Will adopt new name of "Wednesday All Grades Club Night"
- Will begin 5 Feb, 2020
- Wednesday night table fees to be maintained at \$4 per person

Next Meeting: Thursday, 20 February, 2020 @ 7 PM

Meeting adjourned 8:50 PM

Confirmed.....

Date.....

Submitted by
Joe Harris, Secretary