

Timaru Bridge Club Inc.

Minutes of the Club Committee meeting held in the Clubrooms 63
Wilson Street Timaru on 4 June 2020 at 5:30pm.

Historical note: This was the first meeting of the Committee since
20 February 2020 due to Covid lockdown restrictions

Welcome

Anne Glendining welcomed those present.

Present

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

Apologies

Cynthia Bailey

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

Seconded and carried

Minutes of Thursday 20 February 2020

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

Seconded and carried

Additional Agenda Items: Cleaner's report, purchase of new scoring
software

Matters Arising from Minutes

• **Membership database and NZ Bridge registrations**

Motion: This should be managed by a member of the Committee. **Penny Dewar** (Treasurer) has agreed to do this and will assume management of the spreadsheet.

Seconded and carried

• **Club Maintenance Fund**

Motion: A Maintenance Fund will be established. **Steve Geddes** (Works Committee) will review the existing 5-year maintenance plan and submit a budget to the Treasurer for the Maintenance Fund.

Seconded and carried

• **Open positions:**

- **"Go To" person:** **Pauline Prendergast** has volunteered
- **Vice President:** remains open

Correspondence

• Received

- None received other than routine reports, periodic updates from NZ Bridge (posted on the website) & notification re: cancellation of Mid South Island Teams event 21/6/20.

• Outgoing - none

Treasurer's Report

- Report accepted as submitted
- List of current employees reviewed and updated
- Payment of outstanding accounts approved
- List of 16 outstanding subscriptions reviewed. 5 names were removed due to resignations. The remaining 11 individuals will be contacted by phone to determine their intention.

Computer Report

- Proposed purchase of new scoring software (\$300) approved
Seconded and carried

Works Report

- Report submitted by Steve Geddes. Reviewed and accepted
- Insurance funds for new roof received. Repairs planned for December.
- Ashley gave update on progress of chair repairs.

Personnel Report

- Report from Steph re: cleaning requirements under Level 1 restrictions. We will revisit this after new NZ Bridge guidelines are received.

Tournament report

- Report accepted as submitted

New Business

• Discussion re: Club hire

Agreed that the Treasurer needs to be aware of any contracts for room bookings. Also unclear how cleaning is arranged after room hire.

Anne will liaise with Kay to sort out details.

• Authorization of purchases

Motion: No purchases should be made without prior Committee approval.

Seconded and carried

• **Reopening arrangements**

- We need to clarify if the recent NZ Bridge recommendations apply to Level 1 or Level 2. **Joe** will sort out and report back.
- Discussion re: possibility of just “open” bridge (no competitions) for the first few weeks after reopening
- After Prime Minister’s announcement next week re: possible downgrade to Level 1, Committee will need to meet again to determine Club opening date.
- Then the Match Committee will need to sort out competition schedule for remainder of 2020.

• **Phone survey of membership**

- Once reopening dates are established and operating guidelines are clear, we will complete a phone survey of the entire membership. This will be done from a script so that we are conveying the same information.

• **Refining email correspondence**

- When the Committee is emailed for an opinion or comment about an issue, it should be followed up with a summary email indicating the result of such a canvass.

• **Hot chocolate to be added to the selection of hot drinks**

- **Anne** will request that Steph purchases

Next Meeting: to be determined

Meeting adjourned 6:30 PM

Confirmed.....

Date.....

Submitted by
Joe Harris, Secretary