

Timaru Bridge Club Inc.

Minutes of the Club Committee meeting held in the Clubrooms 63 Wilson Street Timaru on 24 June 2020 at 5:30 pm.

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 Wednesday 10 June 2020

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

Seconded and carried

Additional Agenda Items: Phone system

Matters Arising from Minutes

- Club Maintenance Fund – deferred until next meeting
- Re-visit pre-approval of all purchases

Motion: Expenditures of less than \$100 do NOT require pre-approval of the Committee (although all expenditures will be reviewed by the Committee).

Seconded and carried

Correspondence

- Letter from Kay Nicholas re: Club Bookings 2020
Noted that there have been few outside bookings due to Covid-19 restrictions. Also noted that there was no mention made of use by the Church on Sunday. Kay will continue to handle Club bookings, but we need to formalize arrangements for invoicing and notification of cleaners.

Also, a discussion of current room rental rate. It was noted that for a 2-hour rental the Club is barely breaking even once cleaning cost is considered. A possible increase in the rental rate to be considered at a later date.

- Letter from Kay re: engraving
The Helen Barker trophy is being re-engraved and the remainder of the 2019 trophies are being updated. (It was also noted that the NZ Wide Pairs trophy cannot be located at the moment)
- Letter from Kay re: representation at the AGM
The Club had received notice of NZ Bridge's AGM in September. We

requested Kay's input to understand what had occurred in the past. Since no Committee member planned on attending the annual Congress/AGM, the Secretary will enquire if there are other club members that do plan to attend. Otherwise we may try to nominate Mary Buckland (Ashburton) to cast our vote.

Reports

- **Treasurer**

We are still on a sound financial footing even though there have been no table fees for the 3 months of Covid-19 restrictions.

- **Housekeeping**

Reviewed report from the Housekeeper regarding cleaning activities since the resumption of play.

Discussion re: developing a formal employment contract for the Housekeeper. **Pauline & Anne** will draft for presentation at the next meeting.

A matter re: housekeeping personnel was referred to the Personnel Manager (**Pauline**) for further review with the **President**.

- **Tournament Committee**

Allan reported on their meeting yesterday. Noted that there would be additional BridgeTab licensing fees for large tournaments. Also investigating biodegradable cups for hot drinks.

Discussion re: separation of roles for Tournament Secretary and tournament catering. Agreed that the Tournament Secretary could delegate tournament catering to others.

- **Membership report**

The Google spreadsheet has been updated with current contact details for all members.

All members with unpaid subscriptions will be moved to "resigned" status immediately and NZ Bridge notified prior to next month's invoice.

Review of current Club membership numbers noted significant decline over the last several years (currently about 170 paid subs).

Discussion re: restarting Wednesday bridge as soon as possible. **Joe** will get in touch with Wednesday Convenor to facilitate.

Discussion re: trying to schedule Beginner Lessons towards end of this year (?Oct-Nov). **Joe** will get in touch with previous tutor (Michael Johnstone) to try to facilitate.

Discussion re: contacting previous attendees of Beginner Lessons who are no longer playing. Asking them about reasons for not continuing and being sure they are aware of Wednesday Night All-Grades (shorter playing time and non-competitive). **Joe** will try to get contact details of these folk from previous tutors and/or Kay.

Discussion re: members of Temuka & Geraldine clubs playing in Timaru on Monday & Tuesday evenings. Agreed that they should be paying at least a partial subscription to Timaru. **Pauline** later indicated that she would follow up.

General Business

- **Club key register & security**

Discussion re: management of the Club's key register and security.

Motion: The Club Secretary should be responsible for the management of the key register and the security system codes.

Seconded and carried

- **Creation of Club Bylaws**

We need a document outlining specific Club committees and responsibilities of various roles. **Penny & Pauline** will develop a draft to circulate for comments with the intention of finalizing before the next AGM. Particularly noted that there were questions regarding the identity and actual function of the Club Captain. Also unclear about the integration of the Card Dealing Convenor and the Card File Convenor.

- **Late finish of Monday games**

A general agreement that the late finish of games (particularly Monday night) was having a negative impact on attendance. Suggestion that the number of boards be reduced to 20 – 24/session. Referred to Silver Committee for further consideration (**Sue**).

- **Discussion re Spark account (phone & internet)**

General agreement that the account should be managed by Committee members.

Motion: Only the Treasurer & the Secretary should have authorized access to the telecommunication account.

Seconded and carried

- **Discussion re: moving Club to fibre broadband connection**

Ongoing lower monthly cost makes this an attractive option. Generally agreed in concept but since the discussion at the meeting further information has come to light. Therefore, this will be carried forward to our next meeting.

- **Discussion re: changing "Reserved" parking spaces to "Disability"**

No resolution reached. ***To be considered later?***

Next Meeting Thursday, 23 July 2020 5:30 pm

Meeting adjourned 6:50 pm

Confirmed_____

Date_____

Submitted by
Joe Harris, secretary