

Timaru Bridge Club

Minutes of committee meeting

Date: 20 February 2025

Time: 7pm

Location: Timaru Bridge Club

Welcome

- Carole Brand welcomed everyone to the meeting including new members Sharon, Sarah and Steph.

Present

- Carole Brand, Chris Darvell, Stephanie Thompson, Sue McConway, Anne-Marie Pavletich, Grant Patterson, Claire Neilson, Cath Preen and Sarah McLeod

Apologies

- Monique Van Vugt, Joe Harris

"Apologies be received" Moved Sue/Sharon - Carried

Conflicts of Interest

- New agenda item. Auditors' recommendation for declaration at meetings or register of interests. There were no conflicts of interest declared.

Minutes from Previous Meeting

"Minutes from the 5th December 2024 meeting were confirmed as a true and accurate record of the meeting." Moved Grant/Claire - Carried

Matters Arising from Previous Minutes (21st Nov and 5th Dec)

- Anne-Marie circulated the club sponsorship and advertising brochure last year. She will approach our current sponsors. Potential sponsors will be approached later in the year.
- Re- registration of the Club as an incorporated society is required by April 2026. Grant and Carole to draft a new Club constitution which will address the law changes. This will be reviewed for legal compliance, and then displayed and circulated to members. There will be either a questions and answers session or a Special General Meeting, and the constitution will finally be

confirmed at the AGM this year. Colin Truman's advice that members' agreement to re-register under the new Act should be the first step at a general meeting was noted.

- Committee meeting dates for 2025 were confirmed and will be displayed on notice board. First two meetings to be held at 7pm and subsequent meetings at 5.30pm.
- Anne-Marie and Claire thanked for doing a great job organising volunteers' drinks and nibbles on 24th January 2025. General agreement to continue this acknowledgement event.
- Beginner lessons to start on 9th April. At this stage there is 1 new and 3 repeat attendees. Grant will talk to each division to ask members to encourage friends and family to enrol. The outside sign, The Courier and word of mouth have proven to be our best methods for recruitment.

"We will continue to charge \$60 and second lessons no charge and to advertise in The Courier. "Moved Grant/Chris - Carried

- Club roles and responsibilities were confirmed. Keith Nicholas will continue as card convenor for this year. Sarah to take on the social media co-ordinator role. Roles to be displayed on board.

Matters Arising from AGM

- Working group committee has been formed and the members are Michael Johnstone, Kay Nicholas, Cath Preen, Ann-Marie Pavletich, Penny Dewar, David Batchelor, Joanne Tinkler and Bill Begg. Terms of reference were discussed and the timeline confirmed.

"Working group terms of reference are approved in principle, subject to any changes recommended by the working group being approved by the main committee at their next meeting. "Moved Carole/Grant – Carried

- Draft committee meeting minutes will be posted on the notice board a week after they have been circulated to committee members and any changes have been made. Draft AGM minutes will also be posted on the notice board.
- It was decided to reconfirm decision to quit landline. Members agreed with Joe's view that mobile phones can be switched to silent or vibrate and the landline ringing would be more disruptive.

Correspondence

Inwards:

Judy Charteris - resignation
5 January Cena Moulson – resignation
20 January Margaret Christian and Lucy Blackie – request to hold their memberships for a year
3 December Martin Wakefield – review management letter
13 February Gallagher insurance quote
Code 9 – Acknowledging 5 Minute Delay
Code 9 – Acknowledging change of Phone contact Wendy to Stephanie
Busy Bees – Acknowledging to stop Wed Clean
NZB – Acknowledging change of Secretary
NZB – Active Directors List
Neil & Isobel McKinnon – Resignation
Gina Ellis – Resignation
Masterpoints Report
Otago Bridge Club – Festival Pairs Tournament
Update on Lesson Booklets and Ordering Details
Geraldine Bridge Club Tournament 9 February
Oamaru Bridge Club Tournament 9 March
NZ Bridge Foundation grant application form
NZ Bridge Board meeting minutes
National Rubber Bridge Competition
Ashburton Bridge Club Anniversary All Grade Pairs
Resignation letter Mark Hyde/Caren Hampton
Revised TOR Working Group
Caren Hampton and mark Hyde - resignation

Outwards:

Caren Hamptom
G&A Spence
NZB – Change of Secretary to Stephanie
Code 9 – Change ringing for 5-minute delay
Code 9 – Change contact from Wendy to Stephanie
Busy Bees – Cancel Wednesday clean
N&I McKinnon – Acknowledgement of resignation
Pub Charity – Thank you for money for windows.
Judy Charteris - Acknowledgement of resignation
Cena Moulson - Acknowledgement of resignation
Caren Hampton and Mark Hyde – resignation acknowledgement

Member Resignations

Julian Szkairski
Karen Manson

Jill Robinson
Neil McKinnon
Isobel McKinnon
Gina Ellis
John Stewart – transfer to Otago
Mary McSherry – Transfer to Christchurch – Still Timaru Associate Member
Judy Charteris
Cena Moulson
Kathryn Ford
Mark Hyde
Caren Hampton

“Accept inwards & endorse outwards correspondence” Moved Sharon /Claire - Carried

Treasurer’s Report

- Sue recommended to transfer some funds from the tournament & cheque account into a term deposit. It was agreed that funds relating to 2024 be transferred out of the tournament account. She will manage transfers in and out of the 02 account which is a monthly interest -bearing account. Noted that there is a break -even operating budget for the current year, however this excludes any fundraising and room hire has only been estimated at \$1,500.
- Bank Account Balances as at 11th February 2025

BNZ Cheque Account	\$22,294.56
BNZ Tournament Account	\$7,458.03
BNZ Term Deposit - 09	\$14,835.54
BNZ Term Deposit -10	<u>\$10,997.61</u>
	<u>\$55,585.64</u>

“Receive the Treasurer’s report, approve the setting up of a further \$10,000 term deposit for 180 days and ratify payments for December January and February.” Moved Sue/Grant – Carried

- The renewal of the Club’s insurance cover for the year from 23 March was discussed. Gallagher’s quotes were compared – that of \$7,720.45 excluding GST based on reinstatement value (full replacement cost) with that based on indemnity value (market value) being \$1,608 less. It was noted that there has been a minimal increase of just \$60 on last year’s reinstatement premium and that the lesser indemnity cover would not enable the rebuilding of the same sized facility. The building was last valued by Roger Carter in 2022 and another valuation is due next year.

"Accept insurance quote from Gallagher for \$ 7,720.45 + GST for renewal of insurance (based on building reinstatement value of \$1,812,061.)" Moved Sue/Sarah – Carried

Reports

- Work Committee – Steve Geddes recommended that Hadlee and Brunton address the guttering leaks by waterproof painting where needed and sealing of rusting areas. This should give the gutters another 10-15 years of life. The approximate cost would be \$1,500. The committee agreed to minimum repairs being undertaken and will give consideration to making a grant application to fund the complete replacement of the guttering. This will be discussed further and the Club's priorities will need to be considered.
- House Keeping - Working bee is planned prior to Congress.
- Room Hire – The committee is very appreciative of Kay's efforts.
- Director's group – Request received for the committee to set up a working group "to get more Directors." All agreed with the initiative that was agreed at the Directors' AGM – this was to email all members a flyer inviting them to learn the basic directors' laws. Four committee members indicated that they may be keen to do so. It is to be hoped that in time some may become more interested and train as directors. We should recommend that this should be the plan to find more directors, going forwards.
- The bell and the directors' related directions were discussed. The division chairs would appreciate some further discussion with the directors and wonder if boards could be caught up at end of play or at supper time. It was felt that it is difficult for playing directors to enforce these directions.
- Card convenor- Keith's efforts with regard to the major review of cards and resources were gratefully acknowledged.
- All other reports circulated were taken as read.

General Business

- Club vision and committee focus – It was agreed that Club members should always endeavour to be welcoming and friendly, and that the committee should stay focussed on the recruitment and retention of our members.
- This year there is a second focus for the Club on staying united, through supporting the working group to find the best way forward to address the issues discussed at the 2024 AGM.
- Committee guidelines – Division chairs to bring forward views for discussion. Carole asked for any committee emails to be sent through her and for there to be no decision making by email. Reports to be sent to the Secretary by Fridays before meetings.

- Movie premiere fundraiser – All in agreement to go ahead with big theatre (118 seats) option.

“Accept the kind offer from Jackie and Owen Jones of the movie premiere of The Rule of Jenny Pen.” Moved Carole/Grant – Carried

- Display stands for Sponsor’s advertising and club leaflets – Carole presented BrandStand options for display stands. Everyone agreed with concept. Grant will look at other options as well.
- Improver lessons – Grant advised that these would follow on from the beginner lessons.
- Extra playing time for the bronze division – all agreed to support this initiative by Kay and Dianne.
- The donation of 100 packs of playing cards from Mid-South Island Teams was appreciatively acknowledged.
- Grant was concerned some players are talking too loudly, including discussions of boards. Will be mentioned in weekly notices (and to the directors), to be mindful of talking too loudly. It was suggested that using the tables around the outside of the room would help address this.

Meeting Closed at 9.10pm

Next Meeting: 20th March 2025 7.00 pm