

Timaru Bridge Club

Minutes of Committee Meeting

Date: 20rd November 2025

Time: 7pm

Location: Timaru Bridge Club

Welcome

- Carole Brand welcomed everyone to the meeting.

Present

- Carole Brand, Joe Harris, Sue McConway, Chris Darvell, Claire Neilson, Cath Preen, Anne-Marie Pavletich, Stephanie Thompson (late)

Apologies

- Monique Van Vugt, Grant Patterson, Sharon MacKay

"Apologies are received" Moved Sue / Cath- Carried

Conflicts of Interest

- There were no conflicts of interest declared.

Addition Agenda Items

- Committee attention to promoting Club advertising/ sponsorship opportunities has been deferred to next year.

Minutes from Previous Meeting

"Minutes of the 23 October 2025 meeting are confirmed as a true and accurate record." Moved - Joe/ Claire- Carried

Matters Arising from Previous Minutes (23 October)

- **Grading Committee** – Members' gradings have been reviewed and circulated. Michael has reported that there have been no appeals. Members' handicaps are now being calculated. Michael and Joe thanked for doing a good job.
- **Display stand** – Anne-Marie is sorting sponsors' flyers, still in progress.
- **Improver Lessons** – Carole said there is interest in continuing improvers lessons next year.

- **Kitchen Improvements** – This is still a work in progress and options for a hot water tap and bench unit will now be presented to committee members next year. Sue advised that the next opportunity to apply for funding is by early February to the Mid and South Canterbury Community Trust.
- **“Position descriptions for Club Recorder, Tournament Secretary and Treasurer** (payment of wages and PAYE to be deleted) are reconfirmed.
“Moved Sue/ Joe - Carried

Correspondence

Inwards:

Medsafe Distributor Letter

NZB Board Elections 2025 - Ballot Paper –

The Committee supported Michael and Paula’s recommendations for Anne Barrowclough and Kate Terry, and the Club will vote accordingly.

NZB Board Candidates CVs Nov 2025
NZB Clubs Mailer 1 Nov 2025

Resignations – Wendy Taggart, Karen McKenzie, Jenny Austin, Marie O’Driscoll

“Accept resignations and send acknowledgement letters.”

Moved Claire/Cath - Carried

Outwards:

Resignation acknowledgments sent to Dave Batchelor and Vivian Hill

“Accept inwards and endorse outwards correspondence.

Moved Joe/Sue - Carried

Treasurer’s Report – October including the 2026 budget

Sue’s report to 12 November was taken as read.

BNZ Account Balances as at 12th November 2025

Cheque Account	12,401.98	
Savings Account	20,154.73	
Tournament Account	3,595.60	
Term Deposit 09 3.6%	15,562.71	Matures 7/4/26
Term Deposit 10 3.55%	11,375.90	Matures 11/5/26

Term Deposit 11 3.9%	10,247.88	Matures 2/3/26
Total	\$73,338.80	

"Receive the Treasurer's report and ratify payments for October. Approve the 2025/26 budget showing a net profit of \$6,816." Moved Sue /Joe – Carried

Reports

- **Directors Group** – Received
- **Tournament committee** – AnneMarie confirmed and to go in booklet. Timaru Congress 28/29 March 2026. Timaru Anniversary Pairs all grades 8B 26 September 2026.
- **Computer Manager** – No Report
- **Works Committee** – Roof to be checked after hailstorm
- **Bronze division** – No report
- **Silver** – No report
- **Gold division** – No report
- **Health & Safety** – Received
- **Bar Manager** – No report
- **Housekeeping** – Xmas decorations to be put up soon. Carpet in main room and foyer to be cleaned in January.
- **Room hires** – No report

"All reports are received with appreciation." Moved Sue /Ann-Marie - Carried

General Business

- Card convenor role – Keith has indicated to Carole that he will be taking a step back next year.
- Rubbish bin placement for collection on Wednesdays – Cath to follow this up and ensure the bins are put out.
- Annual General Meeting Thursday 4 December – vacant Vice President and two committee positions.
- Holiday Bridge – It was decided to just have Tuesday night, and Friday afternoon will continue, beginning Tuesday 16 December
- Drinks & Nibbles for volunteers to be held Friday January 23rd after bridge.
- Carole thanked everyone for their support through the year and for their commitment to their roles. She regrets that her annual report would simply be too long if she thanked everyone individually. It has been a challenging year, and she believes the Committee has achieved much.

Meeting closed at 8.15 pm

Next Meeting: Thursday 4 December following the AGM

Signed 

Date 12/02/26