

NEW PLYMOUTH CONTRACT BRIDGE CLUB INC
COMMITTEE MEETING held at BRIDGE HOUSE
on Wednesday March 18, 2020

Present: Lyn, Marian, Deane, Anthony, Coby, Maggie, Kevin, Anne
Apologies: none

	Item	Action
1	<p>Spraying of rooms/cobwebs – Anthony vacuumed and all seem OK. It is impossible to get rid of all cobwebs at this time of year. Silver Anniversary plan – Lyn – will be done soon. Discussed next meeting. Honors board – Marian – all engraved and back up on wall. Name badges – Marian – ordered but not arrived yet. (here March 19) Reallocation of Trophies – Lyn/Deane – all sorted this morning Lesson temporary sign – lessons delayed this year because of Covid 19. Teachers Job Description -- draft done. Christine wants to resign as teacher but stay on as training and development officer Eftpos – only 15% of players pay by cheque now. Club should look into installing an eftpos machine. \$30 a month approximately. Some purchase tokens on line Marketing plan – We need to make a structured plan – TBD. Lesson Posters are very good Marian moved that minutes of previous meeting be accepted – Anne seconded</p>	<p>Lyn</p> <p>Marian</p> <p>Frances</p> <p>Lyn</p> <p>Coby Deane</p>
2	<p>Correspondence: Inwards:</p> <ul style="list-style-type: none"> ◦ Coronavirus information from NZ Bridge ◦ New National Directors' list ◦ Deleted Players information ◦ Building inspection <p>Outwards:</p> <ul style="list-style-type: none"> ◦ Thankyou letter Lalith <p>Suggestion box:</p> <ul style="list-style-type: none"> ◦ Concern regarding a playing director on Monday. This will no longer be the case. There will be a paid director on Monday. ◦ Concern regarding the same pairs for both Auckland cups and Grayling pairs. Being addressed by M & G committee. <p>Incident Book:</p> <ul style="list-style-type: none"> ◦ Unlocked back door. New procedures and sign being looked into to. ◦ Front door sticking because of stones beneath door 	
3	<p>Membership:</p> <ul style="list-style-type: none"> ◦ 269 members , including 8 dual club members ◦ Several members have been deleted from database. 	
4	<p>Financial Report:</p> <ul style="list-style-type: none"> • Somerset Picnic Tournament – Somerset have paid sponsorship. Final financials not available – carry over • All sponsorship letters have gone out • Table money not up to \$1000 a month yet. Still early in the year. <p>Maggie proposed that financial report be accepted – Coby seconded</p>	Maggie
5	<p>I.T. Report - Kevin</p> <ul style="list-style-type: none"> • Colour coding of hand records/hand analysis on results – should we change the colours? 	Kevin

	<p>Red for bad, green for good and yellow for average. Investigate this.</p> <ul style="list-style-type: none"> • Casting instructions from computer to TV screen – Written in directors’ book. Need a cable for each screen as too difficult to shift • Still to get to bottom of scoring Open Pairs during Congress. Some people were late and feed ins were in wrong place – miscommunication. It was embarrassing. 	Kevin to source
6	<p>Match and Grading</p> <ul style="list-style-type: none"> • Supplementary programme – Monday programme will not go ahead. Will be put on hold. • Policy sign off – Some need to be signed off. Folder here and will be considered • Scheduled for Next Tournament in June – may not proceed because of the Corvid 19 shut down. 	
7	<p>Building report</p> <ul style="list-style-type: none"> • Rest room upgrade plan – on hold • Kitchen shelving – on hold • A few little jobs complete– kitchen door hinges and washers done in kitchen taps. 	
8	<p>House – Anne</p> <ul style="list-style-type: none"> • Supermarket Card – need to buy coffee. Maggie will accompany Anne to change signature on Charge card. • Catering went very well for Tournament • Hygiene is very necessary, especially at this time. 	
9	<p>Training and Development –</p> <ul style="list-style-type: none"> • Lessons – Richard Solomon’s lessons went very well and were well attended by approximately 40 members. • Beginners’ lessons may be on hold this year. • Advertising – Christine will advertise for lessons – probably deferred anyway. • New books – 3 new books for the library. • Volunteer of the month – Shirley Chapman. To be announced when Bridge resumes 	
10	<p>Other Business</p> <ul style="list-style-type: none"> • Possibility of Chess Club moving here. Storage of equipment will have to be negotiated as Lyn not keen to store equipment for other organisations • Measures for Corona Virus (Covid 19): Directive from NZ Bridge to close club as of Monday. Possibly three weeks and probably six weeks. We need to notify all members. An email will be sent to all members with an email address. Marian will text members with cell phone, but no email. Anne and Marian will contact all members with just a land line. Tomorrow night will just be a pairs night. Thursday IMP team members need to be contacted first. Lessons will be suspended. 20 people attended Sunday’s lessons Beginners lessons will probably will not proceed. • No play for next month – next meeting scheduled later. 	<p>Maggie</p> <p>Lyn</p> <p>Kevin Marian Anne</p>
	Meeting Closed at: 6.00pm	