

**Minutes NPCBC Committee Meeting  
5.15pm 19th May 2021 at Club Rooms**

**Attendees:** Deane Skelton, Lyn Muller, Kevin Turner, Pam Livingston, Tony Murcott, Frances Corcoran, Maggie Garnham, Coby Slager, Jenny Cleaver

	Item	Action
1	<p><b>Business Arising last Minutes</b></p> <ul style="list-style-type: none"> <li>Finance: Bar resolution: Kevin queried IRD, however the issue has been resolved through Deane and Maggie meeting with Aaron Moral. He has confirmed in writing that no GST will be recovered prior to October 30th 2020. Motion: "That GST to be paid on all sponsorships and not claimable on foreign services" Moved Kevin/Seconded Coby, all agreed</li> <li>Quotes for bathroom upgrade: ongoing quotes slow to come in. Pam will contact Bruce the builder</li> <li>Updated membership list received by Maggie</li> <li>New World and Pak'nSave card received by Frances</li> <li>Chubb checking vs replacement of sensors: Deane stated that Chubb have sub contracted this service to Advance Security who suggested that the sensor in the Committee room be disconnected for a trial period. This will not pose a risk. Need to check with insurance company to ensure we still comply with their requirements</li> <li>Timing of movements has been discussed by directors</li> </ul> <p>Lyn moved that the minutes be accepted/seconded Pam, all agreed</p>	<p>Pam</p> <p>Deane</p>
2	<p><b>Correspondence:</b> Incoming:</p> <ul style="list-style-type: none"> <li>Various Tournament notices</li> <li>Inland revenue re bar GST</li> <li>Jane Shaw/Kay Wyatt request for dispensation - forward to M&amp;G</li> <li>Colin Carryer re inequity in trophy events due to Covid - forward to M&amp;G</li> <li>Trish Chivers request for moving rights - approved</li> <li>Victoria League re rent reduction - all agreed that this be reduced to \$35, but must be kept confidential. Inform in writing</li> <li>Hawera CBC re Upson cup rules - file in competition folder</li> <li>HB Congress re Novice teams event, committee agreed to support and publicise this event and offer \$100 petrol vouchers per team up to 3 teams- email to Christine</li> <li>CD committee re IP selection process</li> <li>NZ Amateur Sport Assoc. re Incorporated Society reform</li> </ul> <p>Outwards:</p> <ul style="list-style-type: none"> <li>Linda's contribution acknowledged</li> <li>Cards to Cathy Glass, Clare Connell</li> </ul> <p>Incident book:</p> <ul style="list-style-type: none"> <li>N/E fan switch damaged</li> <li>Two incidents of building left unsecure. General reminder to all</li> </ul>	<p>Lyn to action all</p> <p>Coby/Deane</p> <p>Deane</p>
3	<p><b>Membership:</b></p> <ul style="list-style-type: none"> <li>Current membership 275 plus 11 secondary members. It moved by Maggie "that</li> </ul>	

	<p>players who pay the NZ levy, names are listed in the programme and on the club data base," seconded Pam, all agreed</p> <ul style="list-style-type: none"> <li>New members - 12 new members this year. Lyn has drafted a new membership policy as we currently do this poorly. Distribute for approval</li> </ul>	Lyn
4	<p><b>Financial Report:</b> (Maggie)</p> <ul style="list-style-type: none"> <li>Moved "that the Accounts for payment and that the financial report be accepted" Maggie/seconded Deane, all agreed</li> <li>Moved "that \$10k be invested for a period of 6 months" Maggie/seconded Frances, all agreed</li> </ul>	
5	<p><b>Financial Sub Committee</b> (Deane)</p> <ul style="list-style-type: none"> <li>Bar account closure and merge with club account actioned and will included in financial statements</li> <li>ERA mediation with cleaner and club and directors. Pam corrected her previous explanation, stating that it is MBIE who provide the mediation not ERA. The latter is involved if there is no agreement between the 2 parties Cleaner has agreed to mediation Directors - all but one prefer to be contractors, therefore mediation will proceed with this individual Motion: "That the NPCBC Committee prefers that Directors be Contractors for service" Moved Pam/Seconded Coby, Passed.</li> <li>Depreciation rates review is ongoing</li> <li>GST status ongoing</li> <li>Sub-committee terms of reference required</li> </ul>	Financial committee
6	<p><b>IT Report:</b> (Kevin)</p> <ul style="list-style-type: none"> <li>Double log in for Directors. Only IT and Secretary have access to data base</li> <li>Some interest in the 3 IT roles (Website, Database and scoring assistance) JDs required</li> <li>Playing numbers up this year, predicted table money to increase by \$4K</li> </ul>	Kevin/ Deane
6	<p><b>Match and Grading</b> (Lyn)</p> <ul style="list-style-type: none"> <li>Restricted Pairs tournament entry \$20</li> <li>Policies review/updates: New member policy drafted Waiting feedback Child Protection, Player Advocate JD</li> </ul>	All
7	<p><b>House</b> (Frances)</p> <ul style="list-style-type: none"> <li>Report attached. All agreed to Frances purchasing 50 more mugs</li> <li>Catering budget for next tournament \$5 per head</li> <li>Committee room cupboards, filing continuing</li> </ul>	Frances
8	<p><b>Building</b> (Tony) Nothing to report Tony was shown the stained carpet near the entrance to the small room caused by a leak</p>	Tony
9	<p><b>Training and Development</b> (Christine)</p> <ul style="list-style-type: none"> <li>Report received and discussed</li> <li>Excellent attendance at all lessons. Correction that attendance at advanced lesson covering Lebenshol was 70 attendees</li> <li>Rules/etiquette session will be held by Pam and Russell</li> <li>Publicity for all events will be managed by Coby</li> </ul>	

11	<b>Other Business</b> <ul style="list-style-type: none"> <li>• Secretary vacancy advertised</li> <li>• Health and Safety to be an agenda item</li> </ul>	
	<b>Meeting closed 7pm, Next meeting June 16th</b>	