

Minutes NPCBC Committee Meeting

Wednesday 15 December 2021 at Club Rooms

Attendees: Deane Skelton, Coby Slager, Maggie Garnham, Cecelia Stringer, Christine Burton, Brooke Chubb, Frances Corcoran, Pam Livingston, Anthony Murcott

Apologies: Jenny Cleaver

	Item	Action
	Deane welcomed the new Committee for 2022, and thanked the incoming members for agreeing to join the Committee.	
1	Business Arising from Last Minutes <ul style="list-style-type: none"> Roof painting and spraying – to follow up. Carpark repaint/door latch – to follow up. External notice board (banner board) – approx. size 1.2 m wide, .35 m deep “That the minutes of the last meeting are a true and correct record” – Moved Pam, seconded Coby 	Deane Tony Tony
1.1	Business Arising from AGM <ul style="list-style-type: none"> Opinion from Butanol manufacturers – B Marsh has knowledge of this product. Paint protects Butanol and important to keep painted where it blocks up. Seek further info. Failure of roof is a design malfunction. Hole for drainage gets blocked with hail. Needs to have a slot rather than a hole. Deane to speak to Campbell Priest re problem. Important Health and Safety protocols be followed with roof repairs. Car parking on Wednesdays – the Ladies Club be approached to see if they could move their day to a Tuesday. Vaccination status of members – Discussion on how vax status could be accurately recorded. Smartphones or preferably a mini tablet available at entry for players to log in. To be further investigated urgently, including how this would operate for the Women’s Club and Tournaments. Evening session start time 2022 – felt 7.00 pm start is tight for working players and out of towners. We want to encourage younger players who are still working. Moved Deane, seconded Pam – “That we stay with the status quo regarding evening start times – i.e. 7.00 pm on Wednesday night and 7.30 pm Tuesday and Thursday nights.” Correction to Annual Financial Report – Maggie confirmed the query from Linda Couch regarding the reduction in income figure should have read \$10,000 (not \$30,000 as shown in the report.) 	Deane/Tony Deane Maggie Coby
2	Health and Safety (Deane) <ul style="list-style-type: none"> Deane emphasised that the Club is lacking in certain aspects of Health and Safety and this matter needs to be addressed at the earliest. 	

	<ul style="list-style-type: none"> Agreed that an Incident Review Team be set up. Agreed team to be Brooke (Leader), Deane and Pam. 	
3	Correspondence <ul style="list-style-type: none"> Incoming – Resignation from Rosalie Bennett – Maggie to acknowledge and sort out overpayment of sub. Incoming – Central Districts – asking if we would consider holding the Fullarton Teams competition 12 and 13 August 2023. Agreed that we should do this. Incoming – Hawera Bridge Club – regarding the rules for the Picnic Progressive Pairs Competition in connection with player partnerships. Meeting agreed with email – i.e. One of the players per partnership must play all three tournaments. The other must play at least two of the three tournaments. This information to be sent out to our members with the tournament promotion material. Incident Book: <ol style="list-style-type: none"> Women’s Club left side door unlocked again. Maggie to talk to them and mention the \$50.00 security call out fee if this continues to happen. Smelly urinals – Tony investigating. 	Maggie Cecelia Maggie Tony
4	Membership <ul style="list-style-type: none"> Sue Irving’s membership processed. Johan Strydom’s resignation acknowledged with regret. Judy O’Neill and Rosalie Bennett’s resignations received. Surplus players on database. – Coby has spoken to Paula regarding this and the database will be tidied up. 	Coby/Paula
5	Financial Report (Maggie) <ul style="list-style-type: none"> Maggie presented the financial report for November/December and the accounts for payment. Moved Maggie, seconded Pam “That the Financial Report and accounts for payment be approved.” Coby to write a thank-you letter to Betty Smith for \$400.00 donation. <p>Maggie’s comments:</p> <ul style="list-style-type: none"> Going to use Compass like this past year for subscriptions. Have had discussions regarding how to put a budget into Zero and this should be in place by next meeting Thank-you to Pam for finding the Covid payment incorrectly entered by the Auditor The bar account has been clarified. Have had the Balance Sheet redesigned and will be able to use it for meetings. Accounts have been sent to Companies Office. Reckon account to be cancelled. 	Coby

6	IT Report <ul style="list-style-type: none"> 2022 Calendar on line – meeting to be held early January 	
7	Match & Grading (Pam) <ul style="list-style-type: none"> Trophies – engraving done. President's charity afternoon 8th January. Coby to send out a reminder notice at New Year asking players to bring a plate (along with a Club best wishes for New Year.) Barnardos will be the charity we are supporting. Programme 2022 changes – Rules for cup/plate competitions not in new programme book, nor on website, plus Congress clashes will occur. To be clarified and members informed. New Plymouth Picnic Pairs tournament 23 January – Coby to produce flyer and send out to members (including clarification of pairs substitutions per correspondence above, cost \$25.00, bring own lunch, raffles. Marian Biggs to be Tournament Secretary. 	Coby Coby/Paula Coby
8	House (Frances) <ul style="list-style-type: none"> New cups have been purchased – awaiting arrival. The kitchen fridge seals need replacing. Often puddle in bar by fridge – Tony to check automatic defrost outlet. Left urinal not flushing at all and low water pressure in right urinal. Tony to check. Mouldy curtains in two playing rooms – discussion on this matter covered spraying with solution to kill mould, drycleaning, use of dehumidifier, Damp Rid moisture granules, replacing curtains. Moved Frances, seconded Deane "That the 4 curtains in the playing rooms be drycleaned (will require them to be down for all of January) and once rehung Damp Rid be installed to hopefully stop mould in the future. 	Frances Tony Tony Frances
9	Building (Tony) <ul style="list-style-type: none"> Bathrooms – paint has yet to be purchased. Moving the speak – Tony has underway. Installation of carabiners for Honours Board – Tony has underway – need scaffolding. 	Tony
10.	Training & Development (Christine) <ul style="list-style-type: none"> Four items were left off the "Advance Your Bridge Lessons) page 15 in programme – i.e. Stayman Lessons 13 and 27 February, Transfer Lessons 13 and 27 March. 1.30 pm start, \$4.00 table money, all welcome. Coby to convey this information to members. Rules for Cup and Plate competitions – dealt with above under Match & Grading Citizens Advice Bureau update of information and club promotion. 	Coby Coby

11	Other Business <ul style="list-style-type: none"> Deane – would like to resurrect the Club Newsletter. He has spoken Murray Carter who has volunteered to be the Editor. Suggested it would be a light-hearted publication, and it was agreed would be a great vehicle to acknowledge our sponsors. Deane – advance preparations should further lockdowns occur. All agreed we need to have a Plan B. After discussion it was agreed that Real Bridge was the best site. Christine and Brooke happy to investigate along the lines of having a site of our own which includes all Taranaki, proposed a Sunday each week, a director would be required and suggested Johan be approached, organise taster sessions to get players familiar with Real Bridge. 	Christine/Brooke
12	Portfolios <ul style="list-style-type: none"> Coby – Sponsorship and Publicity (advised meeting she will be overseas mid-July to end of October 2022) Frances – House Tony – Buildings Brooke – Health & Safety Pam – Match & Grading Christine – Training & Development Christine/Brooke – Real Bridge Deane thanked the committee for their willingness to carry out the above portfolios. 	
13	<ul style="list-style-type: none"> Additional Item (Note Pam and Maggie had left the meeting due to other commitments before this was discussed.) Cleaning of the floor in the kitchen - the cleaner who did the bathrooms asked if we wanted the kitchen done as well. His charge would be the same at \$12.00 per square metre. As all those remaining at the meeting felt the work in the bathrooms had made the lino look like new the kitchen should be done as well. Moved Coby, seconded Frances “That the kitchen floor be cleaned and buffed by the same cleaners who did the bathrooms.” 	
	Meeting closed at 6.50 pm. Next Meeting Wednesday 12 January, 5.15 pm, at Clubrooms.	