

Minutes of New Plymouth Contract Bridge Club Committee Meeting

Wednesday 9 February 2022, at Clubrooms, at 5.00 pm

Attendees: Deane Skelton, Cecelia Stringer, Christine Burton, Brooke Chubb, Jenny Cleaver, Frances Corcoran, Pam Livingston, Anthony Murcott

Apology: Coby Slager, Maggie Garnham

	Item	Action
	President's Welcome Deane opened the meeting with a letter from Maggie Garnham expressing her wish to resign as Treasurer and from the Committee. The Committee are very saddened to receive this resignation and thank Maggie for the 17 years she has so efficiently served the Club as Treasurer which has been a huge commitment.	
1.	Matters Arising from Last Minutes <ul style="list-style-type: none"> Ladies Club (possible change of day for use of rooms) – Cecelia to look into Testing of water in cooler – Frances is investigating testing. Directors' fees – matter has been sorted. Picnic Tournament debrief – successful day with 17 tables, 68 people. A big thank-you to the Holdom Family for sponsorship. Thank-you to Helen and Deane for doing the dealing. B Points still to be allocated. Alteration to Item 8, Training & Development – (17 new players out of 20 attended). Moved Frances/Brooke "That the minutes of the last meeting are a true and correct record." Passed	Cecelia Frances
2.	Correspondence/Incident Book <ul style="list-style-type: none"> Letter from Maggie Garnham referred to above. Email from Gail Fowler requesting to rejoin Club – this has been dealt with Emails from Kim and Graham Gilkson with their resignation – has been acknowledged. Email from Gaelene Riddle with resignation – has been acknowledged. Email from Jeffrey Coleman with Resignation – Christine has acknowledged. Email from Nicholas Fenner relearn enquiry – Christine has spoken to him Anonymous note acknowledging the great work Tony and Fay have done in the bathroom areas. Very much appreciated. Email Patrick Morris re mask exemptions - Cecelia to reply Email from Tim Howard expressing a desire that he and Sandie have New Plymouth Bridge Club as their "main club". Incident Book – 16/1/22 – Door at end of passage unlocked. As this is a continuing problem Tony is going to look into a Night Latch which will automatically lock the door when someone goes out. 	Tony
3.	Training & Development (Christine) <ul style="list-style-type: none"> Real Bridge in underway – first session 6 February. Johan is Director for 13 February and Russell for 20 February. Jenny to ask Directors if they want to do Real Bridge. (Johan, Russell and Sandra have indicated availability to 	Jenny

	<p>date.) Pam to sort out Contract for Real Bridge Directors at \$50.00 per session.</p> <ul style="list-style-type: none"> • Paying for Real Bridge sessions as from March needs to be finalised. Compass Virtual can manage for us along with our Club nights. Players are set up with a wallet which they put into credit. Compass do not charge a commission except for visitors to the Club which is 10%. (Query how we would cover Convenors getting a “free” night at the Club.) A full proposal to be obtained from Compass Virtual. • Anyone having difficulty with Real Bridge on their iPad to contact Christine or David O’Shaughnessy. • Nine Workshops have been advertised on noticeboard for Improver Lessons. • Beginners lessons will start 4 May. Tutors – Wednesday pm Walt Crawshaw, Thursday am Christine Burton (John Warner assist and backup). Christine would like to promote on signage board out front of Club – Tony to get onto erecting this. 	<p>Pam</p> <p>Christine</p>
4.	<p>Match & Grading (Pam)</p> <ul style="list-style-type: none"> • Handicap Policy updated. Handicaps applied according to a players <u>Rating Points</u>. • Query from Pamela Jensen. Double Dutch Cup – for player with most C Points on a Tuesday but not graded as “A”. Website states 30 rating points but last year this read 40 rating points. This to be altered to 40 on the website. • Match & Grading Meeting to be held to clarify the situation regarding Cup/Plate nights and participating in person at Club or on Real Bridge if that is only alternative. 	Pam
5.	<p>Health & Safety (Brooke)</p> <ul style="list-style-type: none"> • Brooke’s partner has offered to do the Test & Tag of our appliances/equipment for free which is gratefully accepted. Small charge for tags will apply. • Deane to print off the revised Health & Safety policy. • Brooke to procure an Incident Book. 	<p>Brooke</p> <p>Deane Brooke</p>
6.	<p>Financial Report</p> <ul style="list-style-type: none"> • The Financial Report as emailed by Maggie to all the Committee was discussed. • Pam and Frances have offered to help with the finances until a new Treasurer can be appointed. • Cecelia to check Constitution regarding appointment of Treasurer mid-term. <p>Moved Pam/Frances “That the financial report and accounts for payment be approved subject to confirmation after handover from Maggie.” Passed</p>	Cecelia
7.	<p>Financial Sub Committee (Deane)</p> <ul style="list-style-type: none"> • Recommended by sub-committee that no Honorariums be paid for 2022. Payments to continue for Directors @ \$80.00 per session in Club, \$50.00 per session for Real Bridge and Teachers @ \$60.00 per session (one teacher per session). (Walt and Christine have indicated they are happy not to be paid for lessons – Walt needs to confirm this in writing.) It is acknowledged that there will some expenses in connection with the lessons. 	

	<ul style="list-style-type: none"> • In recognition of the many members who are so very generous with their time for the betterment of the Club, a lunch to be held hosted by the President mid-year. • Bar fridge leaking. Recommended we purchase a double glass sliding door fridge asap, estimated cost \$1,600.00 – some joinery work will be required. • An invoice is required for the generous work that has been done on the bathroom renovations to meet the obligations from the Toi Foundation. • Allocation to Capital Fund - \$15.00 per person of the subscriptions (GST excl) to be allocated and reported separately. <p>Moved Deane/Christine “That the above five recommendations by the Financial Sub Committee be adopted.” - Passed</p>	Tony
8.	<p>Building (Tony)</p> <ul style="list-style-type: none"> • Sign board in front of Club to be actioned a.s.a.p. • Tony recommended that a notice for a Saturday Working Bee be put out to Club members. (Jenny wants Lindy MacDiarmid to be consulted first as she has been doing the gardens.) 	Tony
9.	<p>House (Frances)</p> <ul style="list-style-type: none"> • Curtains cleaned and rehung. Great improvement. • Frances and Tony have been in consultation regarding major leak recently following heavy rain – this is the subject of an insurance claim. • The soap in the ladies is to be changed as complaints about current soap. • Cubby for handbags in main room discussed. Particularly needed for tournaments. Estimated cost \$80 - \$100. Frances to follow-up. 	Frances
10.	<p>General Business</p> <ul style="list-style-type: none"> • Covid restrictions. Pleased with table numbers at Club to date following implementation of mask wearing. This is to be reassessed monthly. • Gay Masters and Linda Foley have indicated they would like to become Directors. • Grants – Cecelia will progress our annual application to the Toi Foundation after due date 1 April 2022 – this is for annual operational expenses. • Club Bar Licence has been renewed. John Holdom has been very proactive and helpful with this. John and Matthew Schumacher’s Bar Manager’s Licences due for renewal in June – Deane to check regarding renewals. • Signatories for Bank Account. Moved Pam/Jenny “That the signatories on the Bank Account be Deane Skelton, Cecelia Stringer and Frances Corcoran.” Passed 	Cecelia Deane
11	<p>Closure: 6.35 pm</p> <p>Next Meeting – Wednesday 2 April 2022, at 5.15 pm</p>	

Signed: Deane Skelton, President