

Minutes of New Plymouth Contract Bridge Club Committee Meeting

Wednesday 6 April 2022, 5.00 pm, at the Clubrooms.

Attendees: Deane Skelton, Coby Slager, Frances Corcoran, Christine Burton, Pam Livingston, Anthony Murcott, Cecelia Stringer.

Apologies: Jenny Cleaver, Brooke Chubb.

	Item	Action
	President's Welcome: Deane welcomed everyone and thanked them for attending	
1.	Matters Arising from Last Minutes: <ol style="list-style-type: none"> 1. Lockbox for the bar key – still under investigation. 2. Thank you to Kristen Holm and Raewyn McLean who have offered to keep tablecloths clean. 3. Correction to minuted item under Training & Development. Real Bridge - reference to "David O'S to arrange charging through Compass" be deleted. <p>Moved Pam/Coby: "That the minutes be passed as true and correct."</p>	Tony
2.	Correspondence: <ol style="list-style-type: none"> 1. Multiple resignation emails. 2. NPDC – completed Club Bar Licence renewal. Bar Managers Licences to be renewed in June. Agreed that we continue to have two members licenced as Bar Managers. 3. Three emails from members regarding mask wearing and vaccination passes. (To be covered by email to all members following Covid restrictions discussed later in meeting.) 4. Letter from John Holdom re closed circuit TV monitoring (outside/inside building) now that the technology has become more affordable. Agreed that the Club is not in a financial position to install this at this time. Discussion then centred on the bar takings and stock. Suggested that Frances/Coby discuss with John Holdom a system of noting down each item sold to ensure we have an audit system in place, that a float be established and the bar funds be banked each week. Moved Pam/Christine: "That the allowing of IOU's at the bar be discontinued." 5. Email Colin Carryer regarding the Taranaki Bridge Congress scoring platform and Bob Fearn's (Compass) involvement. Suggesting we need to acknowledge Bob's value in this regard. After discussion it was agreed that a sincere letter of thanks be sent to Bob acknowledging his involvement on this occasion and in the past, and expressing our desire of support from him in the future. <p>Incident Book:</p> <ol style="list-style-type: none"> 1. 4/3/22 and 17/3/22 doors left unlocked. 2. Smell in men's toilet – discussed under "House" below. 3. Outside security light flickering – Tony to check. 	<p>Cecelia</p> <p>Frances/Coby</p> <p>Cecelia</p> <p>Tony</p>

3.	<p>Financial Report (Frances):</p> <ol style="list-style-type: none"> 1. Frances presented the Financial Report and Accounts for Payment and explained any queries. 2. The Directors are to be paid unless they advise in writing that they do not want to be paid. David O'Shaughnessy advised he did not want to be paid for the Swiss Pairs. 3. Regarding the Spark account Frances queried whether we should retain the land line. Agreed this was necessary for incoming calls. Agreed we should take off the "call restrict", and a note be placed on the phone limiting it to incoming calls and outgoing calls to land lines only. 4. Toi Foundation grant for toilets upgrade. The last of the paperwork being gathered to send to the Foundation. Frances to enquire whether we can use the leftover money for something else. 5. The Lion Foundation grant for playing cards has been received – to be acknowledged by letter. 6. \$3,810.00 (\$15.00 from each subscription) to be transferred to a Maintenance Fund. <p>Moved Frances/Pam: "That the Financial Report and Accounts for Payment be approved".</p>	Frances
4.	<p>Match & Grading (Pam):</p> <ol style="list-style-type: none"> 1. The handicaps have been reviewed (10 were discussed). Pam felt that if we were to start tweaking them we could create more problems than we solve. After reviewing the Policy it was felt that we should leave them as is. <p>Moved Pam/Frances: "That the handicaps for 2022 remain unchanged".</p>	
5.	<p>Building (Tony):</p> <ol style="list-style-type: none"> 1. The sign board is ready for erection. Tony and Christine to determine the location. 2. Resetting the alarm – Deane to check the procedure with Reeve. 3. Tony advised the roof draining hole cannot be opened up. He is going to try some rubberised sealant and if this does not fix the problem will look at altering the degree of angle of the pipe. 4. Chemwash have cleaned the walls of the building. Will do the roof when they have workers available who can work at heights. 5. Smoke detector in Committee Room has been noted by NPE-Tech as faulty in their audit. Battery to be checked and if necessary NPE-Tech be called in to attend to. 	<p>Tony Deane</p> <p>Tony</p> <p>Frances/Tony</p>
6.	<p>Training & Development (Christine):</p> <ol style="list-style-type: none"> 1. Beginners Lessons start Wednesday 4 May and Thursday 5 May. Five have enrolled to date. Advertising well underway – Midweek x 3 insertions \$413.94, Facebook campaign \$350.00, flyers, cards for cafes, and sign board in front of rooms. 2. Advance Your Bridge – Team Tactics for 6 March cancelled as no interest. On 3 April 32 attended the Defence Workshop with Pam. Further workshops programmed for May, June and July. Hawera Club have been invited to come to Advance Your Bridge. 3. Real Bridge – Hastings have a Sunday session at 7.00 pm. Mairi Fitzsimons has extended an invite to New Plymouth to join these sessions. Cost \$5.00 – paid by internet banking. Run on an honours system. Masterpoints awarded. It was agreed that this would be an excellent way to offer Sunday 	Christine

	online bridge, and it could be a Central Districts initiative by including Hawera and Stratford – bigger fields making for more interesting sessions. Christine to send an email to members.	
7.	Health & Safety: <ol style="list-style-type: none"> 1. Routine checking of defibrillator being covered by Frances and Deane. Frances has put a new check sheet in place. 2. Other items rolled over until next meeting. 	
8.	House (Frances): <ol style="list-style-type: none"> 1. Dishwasher is not operational. It needs a new capacitor. Agreed we get fixed but budget for replacement in a year's time. 2. One of the oven doors has a broken hinge – Frances to arrange for it to be fixed. 3. Problem with smell in men's urinals. Pam (Cleaner) has monitored the urinals and feels the smell is caused by failure to flush, plus "accidents" in both the men's and women's in recent times. It is not a cleaning problem but a usage problem. Frances to put a notice above the men's urinal asking that they be flushed after use. 4. June tournament will be held in house. 5. The new fridge for the bar needs to be purchased before June tournament. Tony and Frances to sort out what is required for the base necessary for it to sit on and the fridge ordered. 6. The heat pump filters have been cleaned by Deane. They were very overdue for cleaning. This needs to be programmed to be done every year. 	Frances Tony/Frances
9.	General Business: <ol style="list-style-type: none"> 1. A battery operated weed eater has been requested by Lindy Macdiarmid for grounds maintenance. Motion Tony/Coby: "That the Committee approve in principle the purchase of a battery operated weed eater subject to confirmation of cost." 2. Review of Club's Covid restrictions. After discussion the following decisions were made and will be emailed to all members this week. <ol style="list-style-type: none"> a) Vaccine passes will no longer be required for entry into the Bridge Club. b) Mask wearing will continue until Sunday 10 April 2022 at 11.59 pm, after which it will become optional, however in line with the Government announcement and NZ Bridge Advisory masks are highly recommended. c) Hand sanitizing on entry to Club be encouraged. d) Members be asked to stay home if unwell or if they have been in contact with a Covid positive person. 	
10.	Closure: 6.45 pm Next Meeting: Wednesday 4 May 2022, at 5.00 pm, at the Clubrooms.	
	Signed: <p style="text-align: right;">Deane Skelton – President</p>	

