Minutes of New Plymouth Contract Bridge Club Committee Meeting Wednesday 12 October 2022, 5.00 pm, at the Clubrooms

Present: Deane Skelton, Frances Corcoran, Christine Burton, Pam Livingston, Anthony Murcott, Cecelia Stringer

Apologies: Brooke Dollimore, Jenny Cleaver

		Item	Action		
	President's Welcome:				
	Deane welcomed everyone and thanked them for attending.				
1.	Matters Arising from Previous Minutes:				
	1.	Second Bar Manager - Jim Sutherland has agreed to take on the position and is			
		soon to start the qualification course at WITT.			
		Moved Tony/Deane – "That the Club pay the \$300.00 fee to WITT for course."			
	2.	Parking notices have been prepared for illegal parking on bridge property.			
	Move	d Frances/Christine: "That the minutes of the meeting held on 14 September			
	2022 are a true and correct record."				
2.	Correspondence/Incident Book:				
	1.	NZ Bridge – Minutes from recent AGM.			
	2.	Phone request from John Warner to use rooms for lessons on a Saturday for 5 –			
		6 weeks – approved.			
	3.	No new entries in Incident Book during last month.			
3.	Financial Report (Frances):				
	1.	The bar has broken even so far this year without taking into account cost of			
		Licences. Friday takings have increased.			
	2.	The Toi Foundation have advised we don't need to report back further regarding			
		the \$10,000 grant that has been used to upgrade the toilet areas.			
	3.	Discussion on whether we need a landline phone (charges approximately			
		\$100.00 a month which includes internet) and whether we need a Post Office			
		Box. Frances to investigate further.	Frances		
	4.	Frances presented a breakdown of where money from subs is absorbed which			
		showed a deficit of -\$1.23. Urgent action required to keep the Club afloat.			
		Suggested breakdown be included in next Newsletter.	Deane		
	5.	Agreed that Honorariums will not be paid again in the coming year.			
	6.	Agreed that the Convenors table money free status be revoked. This in itself is a			
		\$900.00 cost to the Club per year.			
	7.	A lot of members do work within the Club (for which the Committee are			
		extremely thankful) but it is to be emphasised that this work has to be gratis to			
		keep expenses down.			
	8.	Noted the Club Library has not been replenished for three years due to revenue			
		being directed towards "essentials".			
	9.	The subscription amount and table money for 2023 was discussed at length and			
		the following motion was agreed:			
		Moved Deane/Frances: "The Committee recommends that subscriptions for			
		2023 be set at \$120.00, and table money \$5.00 per session from 1 January			
		2023."			
		This remit to be sent to all Club members before the AGM.	Cecelia		
	10	. Christine advised Regional Bridge is going to give all Clubs \$300.00 in the coming			
		year towards lessons expenses.			

	11. Currently subscriptions per the Constitution are required to be paid by the end	
	of February. Frances advised that they need to be paid by the 27 December so	
	she can provide the correct information to NZ Bridge stating our total	
	membership at the end of December each year. Remit to go to AGM.	Cecelia
	12. Invoices for advertising in the programme booklet and sponsorship will be sent	
	out in October 2022.	Frances
	Moved: Frances/Christine: "That the Finance Report and Accounts for Payment	Trances
	(including additional account for \$52.00 to Christine for ink cartridge) be approved."	
4.	Match & Grading (Pam):	
٦.	Letter from Murray Carter requesting exemption from one night of Auckland	
	Cup – approved. Pam to advise Murray.	
	2. Competition Rules – Deane had circulated the updated rules document to all the	
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	Committee. This needs minor alteration and will then be put on the website	Casalia
	stating effective from 1 January 2023. Hard copy to go on noticeboard. Entry lists	Cecelia
	for 2023 to include competition rules details. Pam to ensure details in 2023	
	Programme Book are consistent with the alterations.	Pam
	3. First round of Tuesday Swiss Pairs was deleted. Match & Grading should have	
	been consulted. Deane to make enquiries with the Director as to why the action	
	was taken.	
5.	Training & Development (Christine):	
	1. 3+1 Teams event on 9 November. Hawera have been invited. \$50.00 approved	
	for spot prizes, party favours and decorations.	
	2. An online series of lessons starts 13 October (Auckland doing). Christine to	
	advise newer members.	
	3. There are NZ Bridge online lessons happening at moment – 2 Taranaki people	
	attending – Christine to track down names so she can transition them into our	
	Club.	
	4. Christine proposed that Real Bridge might be considered for running some	
	lessons next year. The cost would be 80c per head and this needs to be included	
	in lesson fees.	
	5. Pam advised the coaching she is doing on Real Bridge with the NZ Bridge	
	Women's Team will incur a small fee and our Club will be billed.	
6.	Health & Safety:	
	1. Deane to check up on H&S Incident Book.	Deane
7.	Building (Tony):	
	Bathroom refurbishment still to be completed.	
	Tony has purchased lock for the office drawer to provide secure storage and will	Tony
	install.	,
8.	House (Frances):	
0.	1. Hire of Rooms:	
	a) Deane advised Gordon Gower, on behalf of Toastmasters, would like to use	
	our small room every Friday morning from 6.30 to 8.30 am for their weekly	
	meeting. Agreed \$50.00 + GST. They have requested a cupboard. Frances to	Frances
	, , , ,	i i allices
	arrange a key.	
	b) Hire of rooms on 14 January 2023 for a Family Reunion. Cecelia has met with	Гионал - <i>1</i>
	group and agreed a price. Meeting felt that a \$400.00 bond plus the signing	Frances/
	of a Hire Agreement needs to happen on this occasion. Pam disagreed with	Cecelia
	using the rooms for this type of hire. It was agreed that in future we	
	implement a "no alcohol" rule, and we start work on a policy for the hiring of the rooms and reassess the charges for the future.	

	2.	Frances presented a budget for the tournament on 5 November. A simple lunch will be provided. A Director needs to be appointed. Tony to be the Parking			
	2	Warden. Dealer is Anne Fitzsimmons. Frances has prizes under control.			
		The roof is still leaking which is resulting in the carpet continually getting wet.			
	4.	The water flushing the urinals in the men's toilet does not appear to be flushing well. Tony to investigate.			
	5.	The kitchen cupboard is often left unlocked. Convenors need to ensure this is locked and the key put in the lockbox.			
	6.	Members and users of the rooms need to be reminded to use the plastic			
		tablecloths when eating or drinking at the tables. Kristen is having to deal with an increasing number of dirty cloths.			
	7.	Frances to investigate getting the carpets cleaned in December. Will need			
		volunteers to move furniture.			
9.	Gener	al Business:			
	1.	Loveblock Pairs – 11 November – Director to be arranged	Deane		
	2.	Sponsorship/Programme Book			
		a) A report from Judy Herdson was presented. The team has managed to			
		arrange 31 corporate sponsors and 29 member sponsors, plus Chris Kenning			
		at Harcourts has sponsored an ad plus \$200 for weekly competitions. This is			
		a very good effort by all involved.			
		b) Coby has continued to help from afar and between the team of Coby, Judy,			
		Annette and Paula the Programme Book is almost ready for final checking by			
		Pam Livingston. It will be printed in a timely manner ready for distribution.			
		The Committee expresses it heartfelt thanks to the team for the work they have			
		carried out over a three month period.			
10.	Closur				
	The m	eeting closed at 6.55 pm.			
	Next Meeting: Wednesday 9 November, 5.00 pm, at the Clubrooms.				
	Signos	Doono Skolton (Brasidant)			
	Signed	: Deane Skelton (President)			