

Minutes of New Plymouth Contract Bridge Club Committee Meeting

Wednesday 14 September 2022, 5.00 pm, at the Clubrooms

Present: Deane Skelton, Frances Corcoran Christine Burton, Jenny Cleaver, Cecelia Stringer

Apologies: Brooke Dollimore, Pam Livingston, Anthony Murcott

	Item	Action
	President's Welcome: Deane welcomed everyone and thanked them for attending.	
1.	Previous Minutes: There were no matters arising. Moved Christine/Frances: "That the minutes of the meeting held on 10 August 2022 are a true and correct record."	
2.	Correspondence/Incident Book: <ol style="list-style-type: none"> Letter from Carol Mack (Hawera Club) re winners of Junior/Int Pairs at NP Weekend of Bridge. Reply advising the winners were announced following the scorer's instruction that the two top pairs were equal. This was based on Total MP's. (This matter has been further discussed by the President and the Directors and a protocol to be established for the future.) NZ Bridge Board Minutes 12 July. NZ Bridge Foundation – Loveblock New Zealand Wide Pairs (previously Babich) – Friday evening 11 November 2022. Agreed our Club will participate. Cost to be \$14.00 - \$10.00 for NZ Bridge Foundation and \$4.00 table money. Promotion and entry sheet to go up on noticeboard. NZ Bridge – confirmation of Christine Burton as the Regional Bridge Support Person for our region. NPDC re Building Warrant of Fitness – NPE-Tech have under control. Reeve Pring regarding the organisation of Swiss and Teams events and impact on the Directors, plus other matters: <ol style="list-style-type: none"> It was agreed the cut-off for these events should be one week in advance so the Director can organise the movement and for the appropriate number of boards to be dealt. Jenny Cleaver/Chief Scorer, to take over the prizes for Club competitions from the Treasurer. Accounting for Club prizes within the books to be clarified. Job Description for Tournament Secretary to be checked. Endeavour to get a member to take on this position. John Warner – note requesting a key for use of the rooms on a Wednesday afternoon for small group who he is helping to advance their bridge. Agreed. Jim Sutherland asking for seating rights. Agreed. Note through the slot regarding eligibility if players entered in Tuesday night Monty Shearer Swiss Pairs. The rules as communicated by Christine per email will apply for this year, however Match & Grading to be asked to review these rules for the future. Incident Book: <ol style="list-style-type: none"> Door unlocked 18 August. Urn again left with little water in it 24/8 (ongoing issue). 	<p>Jenny</p> <p>Cecelia</p>

3.	Financial Report (Frances): Moved Jenny/Cecelia: “That the Finance Report and Accounts for Payment be approved. <ol style="list-style-type: none"> 1. Enquiry regarding reduced subscription for “Friday Only” players. As we now provide extra daytime sessions felt it was only equitable to keep subs the same for everyone. 2. Bar prices have been increased slightly for Spirits and Soft Drinks. Stocktake in hand. 3. Depreciation rates have been reviewed. Made a new category “Electronics” which was assigned 20% (i.e. 5 year write off). 4. Finance Committee suggest write off anything with a book value of less than \$500 – motion required next meeting. 5. Planned Maintenance Schedule update progressing. Deane has in two quotes for painting the roof. Fundraising to carry out this work to be investigated. 6. Increasing subs to \$120.00 per annum discussed. Finance Committee felt this would be better than increasing table money to \$5.00 per session. Members need to have a breakdown of how subscriptions are assigned. Session attendance statistics to be checked. 7. Frances tabled for discussion that Honorariums not be paid in 2023. 8. Sponsorship for 2023. Report from Judy Herdson tabled. Excellent progress has been made on obtaining sponsorship. Judy and Annette Weaver to carry on the good work and liaise with Coby (who is still willing to help from afar) to bring the Programme Book together. 9. Frances requested that we routinely have Committee Meetings on the 2nd Wednesday of the month to ease the pressure of finalising the accounts each month – agreed. 	<p>Frances</p> <p>Frances/ Cecelia</p>
4.	Health & Safety: <ol style="list-style-type: none"> 1. No matters to discuss. 	
5.	Building: <ol style="list-style-type: none"> 1. The flickering lights (front of building) have been replaced by Hel-Rimu. Two new lights were required. 2. Bathroom refurbishment – Frances to report to Toi Foundation that job is not finalised as yet. 3. Roof leak – Tony has replaced some screws. To be monitored. 4. Lock on office drawers – in hand. 	
6.	House (Frances): <ol style="list-style-type: none"> 1. Ongoing hygiene issues in toilets. 2. Major drain blockage in the kitchen over the Weekend of Bridge. Drano has been purchased and to be used at regular intervals. 3. Many thanks to all Club members who have helped out in the kitchen and supplying food for recent tournaments, with special mention of June Metcalf who has been very supportive. 4. New plastic tablecloths have been purchased. 5. Urn problems on Wednesday continue causing the urn to almost run dry on many occasions. 6. Cobwebs in large playing room need to be attended to. 	
7.	Training & Development (Christine): <ol style="list-style-type: none"> 1. Ross Wharfe has agreed to be Wednesday Convenor for 2023. 2. Bridge Buddies continue on Sunday afternoons. Many thanks to Gabrielle and Christine for their input. 	

	<ol style="list-style-type: none"> 3. Social break on Wednesday nights suggested so players can converse and relax over a cuppa. Christine making every effort to nurture new players and provide a calm playing environment. 7.00 pm start on Wednesday has been successful. 4. 3+1 Teams held on 31 August very successful. Thank you for good support from senior Club players. To repeat on 9 November – party night, dress-up. Christine to advertise. 5. Christine now a Club Facebook administrator. Lyn Muller does tournament publicity. 6. Online lessons run by NZ Bridge continue. 7. Pam Livingston has offered to coach the Women's IP Team. Colin Carryer doing the training as well. 8. Discussion on guaranteed partner arrangement for Monday afternoon becoming part of Convenor's job. 9. NZ Bridge is encouraging Clubs to have a Code of Ethics to be signed as part of the membership form. Current membership to sign Code of Ethics also. 10. Our front carpark is continually being used excessively by non-bridge members. Agreed we should try to discourage this by putting notices on offending vehicle stating that they are on private property. 	
8.	Match & Grading: <ol style="list-style-type: none"> 1. Before the next Programme Book is sent out it was agreed an email be sent to all members with the link from NZ Bridge that can help players ascertain their rating points for 2023. 	Cecelia
9.	General Business: <ol style="list-style-type: none"> 1. Covid restrictions have now been largely lifted by the Government . Masks and hand sanitizer to continue to be available within the Club. Thank you to Raewyn McLean for obtaining a box of hand sanitizer for the Club. 2. It was agreed a second Bar Manager needs to be trained/licenced. To put out a request for interest in doing this job. 3. Agreed it would be preferable for sponsors to present prizes for Club competitions where possible. 4. Agreed Wednesday afternoon sessions not be offered in 2023 due to low attendance this year. 	Cecelia
10.	Closure: 6.55 pm. Next Meeting: Wednesday 12 October, 5.00 pm, at the Clubrooms.	