

Minutes of Mount Maunganui Bridge Club Committee Meeting held at the Clubrooms 10 am 12 March 2019

Present Anne Clarke, Carol Cullen, Gilda Rowland, Julie Sheridan, Elaine Kingsford, Robyn Knight, Diane Rodger, Brian Cavit, Jane Dekker.

Apologies Patty Spencer, Mike Nicholson

Minutes from Last Meeting Moved: Carol Cullen Seconded: Robyn Knight
No matters arising.

Treasurer's Report

Profit and Loss and Balance Sheet as at 20 Feb 2019. Agreed to move airconditioning cost of \$11,687.56 to Fixed Assets.

Tabled and accepted. Moved: Jane Dekker Seconded: Carol Cullen

New Members/Resignations Resignation - Nil. Four new members.

General Business

Multigrade Tournament April 13

Tournament sub-committee - Anne, Diane, Carol, Brian to meet and finetune details. Will request Patty to organise raffles (cash prizes).

Airconditioning

Carol raised the issue of teething problems with the new system (too cold/too hot) and will meet with Brian and Bernie Robinson to try and resolve glitches. Investigate installing a locked cover for the controls. Pursue funding application for the second unit.

Session Voucher Payment System

Discussion ensued regarding teething problems with the system, but Carol reported members love the voucher payment system. Agreed reconciliation and banking issues will need to be resolved. Agreed all cash taken per session will be banked by Patty. The person who sells vouchers will complete a small reconciliation form each session and two copies will be made - one for Patty and one for Treasurer. "Stocktake" of vouchers on hand will be completed each month.

Club Debit Card

A Petty Cash account has now been opened with Westpac (in addition to the main account). Two debit cards have been issued. Treasurer to hold one. Second one for use by members who purchase random items for club use. Receipts still to be presented to Treasurer. Committee members have knowledge of PIN.

Key Holders and Current Key System

The club currently has approximately 40 key holders. (FYI Tauranga currently has 53) Discussion ensued re updating to a computerised "tag" - individually numbered and identifiable and monitored electronically. *Gilda subsequently had long conversation with*

Karen Martilietti re her talks with "Hello Club" - company which specialises in managing clubs' security systems when members are coming and going randomly. Will report to next meeting. Tauranga Club will apply to TECT for funding and suggest we do so separately (approximate cost \$4,000).

Committee Roles for 2019

Anne Clarke - President with Diane Rodger as Vice.

Carol Cullen - Club Captain with Brian Cavit as Vice.

Julie Sheridan - Website, dealers' coordinator, etc

Jane Dekker - Treasurer

Patty Spencer - Banker and table money reconciliations. Raffles.

Elaine Kingsford - House Convenor

Robyn Knight - Programme Book

Mike Nicholson - sponsorship (in conjunction with Robyn) and liaison with Bernie Robinson (buildings and maintenance)

Gilda Rowland - Secretary

All members try and submit/update Duty Statements to Secretary. Thank you.

Bridgemates - Maintenance

Robyn offered to regularly sterilise Bridgemates and occasionally dismantle for internal cleaning (Carol to demonstrate).

Buildings and Maintenance

Carol has requested Bernie to remove lessons signs from front of building and place in storeroom.

Any Other Business

Request to purchase bidding pads by members - Agreed to sell to members at a cost of two for \$5. Money to be placed to photocopy payments box and sign changed. (Gilda)

Library Budget request from Bren - Agreed to \$300 (Gilda to advise),

Overdue Subscriptions - Gilda to send bulk email to the approx. 20% of members whose 2019 subs are outstanding. Constitutions states end Feb cut off for payment. Robyn to ensure this is highlighted for the 2020 Programme Book.

\$20 joining Fee - Carol raised the issue of the need for this levy and the dollar amount it contributes to the Club. The subscription variables are confusing. Gilda to draw up an amended checklist for new members and renewal of subscriptions to endeavour to clarify what is required.

Trophy Stocktake - Julie advised Club has 10 trophies for Monday sessions; 6 x Monday evening; 2 x Wednesday; 1 x Thursday and 4 x Friday. Monday, Monday evening and Friday each have Championship Singles events. Suggested Wednesday has Championship Singles - Gross and Handicap. Trophy for Gross and equal prize money for Handicap. New honour

board for this event. Requires purchase of an additional trophy of similar value to other Singles Championships.

A Monday event held over 3 weeks has 4 trophies currently - 2 x Gross and 2 x HC.

Suggested Club archive one of each of these trophies.

All agreed.

Moved Anne Clarke

Seconded Julie Sheridan

Work contracts - Jane to draw up draft contracts for Treasurer, Cleaner, Lessons Administrator and Office Admin.

Meeting closed - 11.30 a.m.