

CAMBRIDGE CONTRACT BRIDGE CLUB (INC)
Minutes of Meeting dated Wednesday 9 February at 4.45pm

Present: Vicki Jacobsen (President), Anne Blewden (Vice-President), Clare Coles (Club Captain), Jenny Oxley (Secretary), Calum MacLean, Kevin Whyte, Michael Neels, Sue McKenzie, Hilary Wilson-Hill, Sue Peake (Committee),

Items in red need action. *Items in italics for future consideration.*

APOLOGIES: Peter Hobman, Liz Clayton

CONFIRMATION OF MINUTES

Resolved: That the minutes of 12 January 2017 are confirmed. *McKenzie/MacLean*

MATTERS ARISING:

1. **New projector.** Purchased. Exploring screen options to accommodate larger print size.
2. **Themes for teams.** Monday night – ‘Carry on...’; Wednesday night – ‘Stars & stripes’
3. **New date for Fairland Trophy.** Unconfirmed at time of meeting but since notified as Sunday 18 June.
4. **Pianola.** Paid until June. Use of Pianola will be incorporated into next two improver lessons. Survey to be carried out. **Clare**

Resolved: That we continue using Pianola for administration purposes. *Blewden/Whyte*

TREASURER'S REPORT

- **Accounts**
\$4415.17 in bank as at today, \$2128.00 debtors, \$960.25 creditors, \$605 sponsorship (thanks to go to Herman Yuan **Jenny**), \$5761.04 surplus
- **Advertising spend**
\$291 (2015-16), \$142 (2014-15), \$240 (average over 5 years)
- **Electrical Certificate of Compliance** to be scanned and kept in dropbox. **Jenny**
- **Charities return** underway – due 31 March.

Whyte/MacLean

CORRESPONDENCE:

To confirm 2017 dates for WAPS with Anna Kalma. **Jenny**

To confirm Tournament dates with Rona. **Jenny**

Unable to accommodate Sue Sittauer. **Jenny**

The inward correspondence was received and the outward approved. *Blewden/Peake*

PLAYING COMMITTEE REPORT

- Investigating points system and possible use of a simpler system for the Points Cups.
- Rubber bridge to be played alongside Junior Championship. Entries required by end of March.

- Last Improver session is on understanding rubber bridge.
- Improver lessons – participants from other clubs to provide a gold coin donation.
- TWIT poster revamped. Promotion gearing up next week. Focus is on having fun, particularly for Novice & Junior players.

GENERAL BUSINESS

1. **Bridge in the Garden.** To arrange clipboard. If inclement weather, the contingency plan is to move to clubrooms. Committee to meet at clubrooms at 12.30pm. Anne & Jenny to provide gazebos. Players to be there at 1.45pm and play to commence at 2pm. **Sue & Sue** to organise food and drink.
2. **Wednesday night percentages.** Discussion whether these have an adverse effect on players. Mixed feeling. To consider removal when Newbies start. For further discussion at that time.
3. **Air Conditioning.** The addition of a baffle at kitchen end would improve circulation. **Michael**
4. **Tokens for hosts.** Agreed that this be increased to 2 tokens per host.
5. **Promotion of lessons.** Jane Stearns' ideas relating to lessons were considered – general feeling that maximum of 30 learners manageable for tutors, buddies and size of clubrooms (without needing to begin extra session).

Use of mail drops in new subdivisions and larger advertisements in papers deliberated. Radio advertising organised by Waikato Bays has been approved and is a new initiative.

The decision was made for this year to go with radio advertising and larger advertisements plus articles (Jane planning article in near future) in local papers and wide distribution of flyers to local businesses, shops, information CAB, etc.

Consideration given to charge for lessons in the future. Generally thought to be a reasonable expectation and may provide extra incentive for participants to attend all lessons and follow through to club membership.

6. **Booklet for Migrants** compiled by Jane Stearns. Request for funding from club for printing of booklet. Request also going to Waikato Bays. Considered that more information with regards to implementation and circulation of booklet is required prior to funding approval. To seek more detailed plans from Jane and include in next month's agenda. **Jenny**

Considered that items of expenditure need to be looked at in advance so that appropriate grants can be sourced, eg Trust Waikato.

7. Discussion regarding provision of alcohol and food at lessons. Alcohol not supported. Chocolates already provided and Anne advised that she and Kim have been considering other options including a pot luck dinner on the final night of lessons.
8. Decided to defer further discussion around club improvements, innovations and 'Ideas from other clubs' to our next meeting due to inadequate time.
9. Anne formally thanked Vicki for the work she has done providing job descriptions for all committee members and updating the yearly planner. This was endorsed by all present.

CONCLUSION: The next meeting to be held on **Thursday 9 March at 4.45pm**

The meeting closed at 6.20pm.

31-Jan-17

	Op.Bal	Oct-16	Nov-16	Dec-16	Jan-17	YEAR
<u>Profit & Loss Statement</u>						
<u>Income</u>						
Subscriptions		(\$40.00)	(\$135.00)	(\$7,697.00)	(\$72.00)	(\$7,944.00)
Subscriptions Rebate (LIFE)				\$450.00		\$450.00
Joining Fee			(\$15.00)		(\$15.00)	(\$30.00)
Table Money		(\$953.00)	(\$1,451.00)	(\$519.00)	(\$594.00)	(\$3,517.00)
Table Money Vouchers		(\$492.00)	(\$270.00)		(\$270.00)	(\$1,032.00)
Sponsorship (Competitions)			(\$1,490.00)			(\$1,490.00)
Sponsorship (Programme)			(\$300.00)			(\$300.00)
Sponsorship (Tournament)					(\$605.00)	(\$605.00)
Grants & Donations			(\$20.00)	(\$45.00)		(\$65.00)
Social Events Receipts		(\$850.00)	(\$1,280.00)			(\$2,130.00)
Tournament Receipts		(\$1,388.00)	(\$455.00)			(\$1,843.00)
Sundry Income		(\$2.00)	(\$2.00)	(\$2.00)	(\$4.00)	(\$10.00)
Interest Received		\$200.16		(\$370.34)	(\$0.38)	(\$170.56)
Raffles		(\$376.40)				(\$376.40)
Total Income		(\$3,901.24)	(\$5,418.00)	(\$8,183.34)	(\$1,560.38)	(\$19,062.96)
<u>Expenditure</u>						
Electricity		\$131.33	\$139.54	\$116.62	\$75.88	\$463.37
Administration			\$137.47	\$677.35	\$77.45	\$892.27
Cleaning Supplies			\$33.85		\$72.87	\$106.72
Computer Expenses		\$302.10				\$302.10
Postage & Box Rental			\$10.00	\$30.00		\$40.00
Telephone		\$119.97	\$117.30	\$115.75	\$114.57	\$467.59
Catering		\$30.45	\$194.32	\$62.11	\$33.70	\$320.58
Tournament Expenses			\$659.63		\$56.92	\$716.55
Social Events Expenses		\$1,498.51	\$471.36	\$2,626.85		\$4,596.72
Affiliation Fee & Masterpoints				\$1,617.82		\$1,617.82
Payments to Directors		\$120.00				\$120.00
Prizes incl. Vouchers		\$260.00		\$201.25	\$291.33	\$752.58
Gifts & Donations		\$67.97	\$99.98	\$181.13		\$349.08
Property R&M		\$80.00	\$1,278.07	\$245.00		\$1,603.07
Rates (Water & Sewerage)				\$53.13		\$53.13
Wages			\$460.00		\$400.00	\$860.00
ACC Levies					\$40.34	\$40.34
Total Expenditure		\$2,610.33	\$3,601.52	\$5,927.01	\$1,163.06	\$13,301.92
Net Surplus/(Deficit)		(\$1,290.91)	(\$1,816.48)	(\$2,256.33)	(\$397.32)	(\$5,761.04)

Balance Sheet

Current Assets

	Op.Bal	Oct-16	Nov-16	Dec-16	Jan-17	YEAR
Current Account (SBS Bank)	\$3,321.40	(\$944.36)	\$319.55	\$786.72	\$316.86	\$3,800.17
Term Deposit 1 (SBS Bank)	\$20,345.95			\$336.63		\$20,682.58
Term Deposit 2 (SBS Bank)	\$5,103.04			\$33.71		\$5,136.75
Debtors	\$725.00		\$1,740.00	\$3,406.00	(\$3,437.00)	\$2,434.00
Cash on Hand (Catering)		(\$40.00)	\$40.00			
Prepaid Expenses	\$342.40	(\$342.40)				
Accrued Income	\$200.16	(\$200.16)				
Total Current Assets	\$30,037.95	(\$1,526.92)	\$2,099.55	\$4,563.06	(\$3,120.14)	\$32,053.50

Fixed Assets

Buildings at Cost	\$74,659.00					\$74,659.00
Buildings Accum Dep'n	(\$38,270.00)					(\$38,270.00)
Plant & Equipment at Cost	\$35,686.69				\$2,528.85	\$38,215.54
Plant & Equipment Accum Dep'n	(\$19,674.00)					(\$19,674.00)
Furniture & Fittings at Cost	\$24,058.80					\$24,058.80
Furniture&Fittings Accum Dep'n	(\$19,885.00)					(\$19,885.00)
Computer Equipment at Cost	\$3,192.00					\$3,192.00
Computer Accum Dep'n	(\$3,058.00)					(\$3,058.00)
Total Fixed Assets	\$56,709.49				\$2,528.85	\$59,238.34

Total Assets	\$86,747.44	(\$1,526.92)	\$2,099.55	\$4,563.06	(\$591.29)	\$91,291.84
---------------------	--------------------	---------------------	-------------------	-------------------	-------------------	--------------------

Liabilities

Creditors			(\$283.07)	(\$2,306.73)	\$988.61	(\$1,601.19)
Accrued Expenses	(\$2,595.83)	\$2,595.83				
Prepaid Vouchers Liability	(\$222.00)	\$222.00				
Total Liabilities	(\$2,817.83)	\$2,817.83	(\$283.07)	(\$2,306.73)	\$988.61	(\$1,601.19)

Net Assets	\$83,929.61	\$1,290.91	\$1,816.48	\$2,256.33	\$397.32	\$89,690.65
-------------------	--------------------	-------------------	-------------------	-------------------	-----------------	--------------------

Equity

Accumulated Funds	(\$85,752.14)	\$1,822.53				(\$83,929.61)
Retained Earnings	\$1,822.53	(\$1,822.53)				
Current Year Earnings		(\$1,290.91)	(\$1,816.48)	(\$2,256.33)	(\$397.32)	(\$5,761.04)
Total Equity	(\$83,929.61)	(\$1,290.91)	(\$1,816.48)	(\$2,256.33)	(\$397.32)	(\$89,690.65)