

CAMBRIDGE CONTRACT BRIDGE CLUB (INC)

Minutes of Meeting dated Wednesday 8 June at 4.45pm

Present: Vicki Jacobsen (President), Anne Blewden (Vice-President), Jenny Oxley (Secretary), Kevin Whyte, Michael Neels, Peter Hobman, Calum MacLean, Sue McKenzie, Sue Peake, Liz Clayton, (Committee)

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

APOLOGIES: Clare Coles (Club Captain), Hilary Wilson-Hill

CONFIRMATION OF MINUTES

Resolved: That the minutes of 4 May 2017 are confirmed. *Peake/Blewden*

MATTERS ARISING:

1. **Name badges** relocated. Thanks to Calum. Discussion re permanent location and moving Fairlands Trophy.
2. **Training on use of AED** arranged for 6.15pm Wednesday 12 July. **Jenny** to advise club members.
3. **Insurance quote.** Sue advised that PIC Insurance Brokers unable to provide cheaper rate than present insurers.
4. **Gold coin donation on Friday mornings** debated. Needs support from those running sessions but generally decided it was reasonable and would also apply to Tuesday evening sessions.
5. **Lighting** – awaiting second quote. To also seek price from JA Russell (**Michael**). To apply for funding once suitable quote(s) obtained.
6. **External signage** – quote still to be sought.
7. **Maintenance requirements.** Peter completed table of priorities. To be forwarded to committee members. (**Jenny/Peter**). Additional card tables to move up in urgency. Smoke alarms actioned. Huge thanks to Peter for providing clear chart of requirements with risk analysis.
8. **Hand towel dispenser.** Sue researched various systems. Dispenser can be provided free if paper towels purchased from same provider. Further information to be sought re cost of paper towels for proposed systems.
9. Playing Committee to proceed with **Pianola survey**.

TREASURER'S REPORT

The Treasurer tabled his financial report (see below).

YTD Surplus as at 31-May	\$2,460.83	(\$5658.15 May-16)
--------------------------	------------	--------------------

Balances as at 08-Jun

SBS Current account	\$4,234.80	
SBS Term Investment No1	\$5,170.11	(matures 16-Jun-17)
SBS Term Investment No2	\$20,682.58	(matures 16-Jun-17)

Debtors	\$88.00
---------	---------

Creditors	\$2,461.24
-----------	------------

Kevin to send personal thanks to Ella and Dallas (Hamilton club) for assistance at last TWITS

Whyte/Blewden

CORRESPONDENCE

To email NZB advising support for Constitution review. To order 20 more new rule books. **Jenny**

The inward correspondence was received and the outward approved.

Hobman/Whyte

PLAYING COMMITTEE REPORT

No meeting held.

GENERAL BUSINESS

1. **Beginner Lessons** completed. Anne reported that we have 19 new members. This shows an improved retention rate, possibly due to the lessons being held earlier in the year. Comment passed on from members re high noise levels on Wednesday "Meet the Newbies" session. For consideration next year but generally felt a degree of talking required to assist and encourage new members. Possibly run the first three weeks of newbies on a Tuesday night for consideration next year
2. **Mid-winter lunch Thursday** organised.
3. **Sixes.** Di has prizes in control. **Jenny** to email Deb Robinson re catering. Main need will be assistance Friday night for setting up.
4. **Tuesday night practice** to commence 13 June.
5. **Monday night** – 2 lots of 12 boards to be played. Wine & cheese to be provided throughout evening.
6. Liz reminded us re **Junior Restricted Fun Afternoon** on 9 July. Playing committee to organise.
7. **Fairlands** competition 18 June. To check re Te Awamutu numbers.
8. **Interclub 25 June.** Claire emailed members re putting names forward.

CONCLUSION: The next meeting to be held on **Thursday 13 July at 4.45pm**

The meeting closed at 5.36pm.

Month ending: 31-May-17

Profit & Loss Statement

Income

	Op.Bal	Apr	May	May-17 YTD	May-16 YTD
Subscriptions			(\$475.00)	(\$8,186.00)	(\$7,516.00)
Subscriptions Rebate (LIFE)				\$450.00	\$585.00
Joining Fee		(\$30.00)	(\$300.00)	(\$465.00)	(\$180.00)
Table Money		(\$1,033.10)	(\$1,223.90)	(\$8,342.50)	(\$7,810.20)
Table Money Vouchers		(\$195.00)	(\$327.00)	(\$2,694.00)	(\$1,920.00)
Sponsorship (Competitions)				(\$1,490.00)	(\$1,540.00)
Sponsorship (Programme)				(\$300.00)	(\$390.00)
Sponsorship (Tournament)				(\$605.00)	
Grants & Donations				(\$65.00)	(\$273.00)
Social Events Receipts				(\$2,130.00)	(\$1,580.00)
Tournament Receipts		(\$1,338.00)		(\$3,181.00)	(\$2,532.00)
Sundry Income		(\$42.00)	(\$91.00)	(\$517.50)	(\$25.00)
Interest Received		(\$0.93)		(\$205.71)	(\$544.25)
Raffles		(\$93.00)		(\$469.40)	(\$306.00)
Bar Takings					(\$148.00)
Total Income		(\$2,732.03)	(\$2,416.90)	(\$28,201.11)	(\$24,179.45)

Expenditure

Electricity		\$165.73	\$133.87	\$970.45	\$820.36
Administration		\$56.76	\$11.97	\$1,565.91	\$1,138.49
Cleaning Supplies		\$23.47	\$31.27	\$195.79	\$114.48
Computer Expenses		\$775.30		\$1,107.40	\$947.60
Advertising		\$201.25		\$661.71	
Postage & Box Rental				\$225.00	\$303.30
Telephone & Broadband		\$121.60	\$114.97	\$936.29	\$754.44
Website				\$157.40	\$161.22
Catering		\$261.51	\$136.54	\$1,011.67	\$526.07
Bar Expenses					\$655.70
Tournament Expenses		\$304.86		\$1,327.13	\$1,017.26
Social Events Expenses			\$14.96	\$5,030.18	\$3,332.91
Affiliation Fee & Masterpoints				\$3,170.78	\$4,685.79
Director/Tutor Payments		\$320.00	\$500.00	\$940.00	
Bridge Supplies			\$347.80	\$347.80	\$380.00
Prizes incl. Vouchers		\$405.00		\$1,266.83	\$498.03
Gifts & Donations				\$349.08	\$127.00
Property R&M		\$357.73	\$104.85	\$2,524.98	\$904.50
Insurance		\$1,362.62		\$1,362.62	
Lease on Land				\$248.00	\$247.25
Rates (Water & Sewerage)				\$600.92	\$570.38
Wages		\$240.00	\$200.00	\$1,700.00	\$1,310.00
ACC Levies				\$40.34	\$26.52
Total Expenditure		\$4,595.83	\$1,596.23	\$25,740.28	\$18,521.30
Net (Surplus)/Deficit		\$1,863.80	(\$820.67)	(\$2,460.83)	(\$5,658.15)

Month ending: 31-May-17

Balance Sheet

Current Assets

	Op.Bal	Apr	May	May-17 YTD	May-16 YTD
Current Account (SBS Bank)	\$3,321.40	(\$1,173.43)	(\$1,315.59)	\$3,576.80	\$5,308.69
Term Deposit 1 (SBS Bank)	\$20,345.95			\$20,682.58	\$25,000.00
Term Deposit 2 (SBS Bank)	\$5,103.04			\$5,170.11	
Debtors	\$725.00	(\$125.00)	\$127.00	\$202.00	
Cash on Hand (Float)				\$40.00	
Prepaid Expenses	\$342.40				(\$130.00)
Accrued Income	\$200.16				(\$128.00)
Total Current Assets	\$30,037.95	(\$1,298.43)	(\$1,188.59)	\$29,671.49	\$30,050.69

Fixed Assets

Buildings at Cost	\$74,659.00			\$74,659.00	\$74,659.00
Buildings Accum Dep'n	(\$38,270.00)			(\$38,270.00)	(\$36,777.00)
Plant & Equipment at Cost	\$35,686.69	\$926.90		\$39,142.44	\$35,686.69
Plant & Equipment Accum Dep'n	(\$19,674.00)			(\$19,674.00)	(\$17,894.00)
Furniture & Fittings at Cost	\$24,058.80			\$24,058.80	\$24,058.80
Furniture&Fittings Accum Dep'n	(\$19,885.00)			(\$19,885.00)	(\$18,841.00)
Computer Equipment at Cost	\$3,192.00			\$3,192.00	\$3,192.00
Computer Accum Dep'n	(\$3,058.00)			(\$3,058.00)	(\$3,025.00)
Total Fixed Assets	\$56,709.49	\$926.90		\$60,165.24	\$61,059.49

Total Assets

\$86,747.44	(\$371.53)	(\$1,188.59)	\$89,836.73	\$91,110.18
--------------------	-------------------	---------------------	--------------------	--------------------

Liabilities

Creditors		(\$1,497.48)	\$3,362.18	(\$1,946.14)	(\$349.78)
Accrued Expenses	(\$2,595.83)				
Waikato-Bays TWITS Control		\$260.21	(\$1,079.92)	(\$867.15)	
PAYE Tax Payable					(\$35.89)
Prepaid Vouchers Liability	(\$222.00)	(\$255.00)	(\$273.00)	(\$633.00)	\$183.00
Income in Advance					(\$20.00)
Accrued Expense (long term)					\$699.56
Suspense Account					\$20.00
Total Liabilities	(\$2,817.83)	(\$1,492.27)	\$2,009.26	(\$3,446.29)	\$496.89

Net Assets

\$83,929.61	(\$1,863.80)	\$820.67	\$86,390.44	\$91,607.07
--------------------	---------------------	-----------------	--------------------	--------------------

Equity

Accumulated Funds	(\$85,752.14)			(\$83,929.61)	(\$85,948.92)
Retained Earnings	\$1,822.53				
Current Year Earnings		\$1,863.80	(\$820.67)	(\$2,460.83)	(\$5,658.15)
Total Equity	(\$83,929.61)	\$1,863.80	(\$820.67)	(\$86,390.44)	(\$91,607.07)