

CAMBRIDGE CONTRACT BRIDGE CLUB (INC)
Minutes of Meeting dated Wednesday 4 May at 4.45pm

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

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

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

CONFIRMATION OF MINUTES

Resolved: That the minutes of 9 March 2017 are confirmed. *Peake/Blewden*

MATTERS ARISING:

- 1. Pianola survey:** Draft completed by Clare & Vicki and handed out to committee for comments to Vicki. **All**
- 2. Ceiling stains:** Painting completed, thanks to Peter
- 3. Voucher card:** Kevin reported that it is working relatively well although balancing session totals can be problematic. Approximately 23 in use. To be promoted in announcements (**Vicki**). Consideration given to leaving cards in container at front of room under alphabetical order for collection at end of session and/or moving name badges to white board at rear of room with cards able to be secured under name badge. (**Calum**)
- 4. AED:** Lockbox installed outside St John Ambulance. Offer of training accepted. No particular preference for time/day although Wednesday before bridge suggested.

TREASURER'S REPORT

The Treasurer tabled his financial report (see below).

YTD Surplus as at 30-Apr	\$4,892.39	(\$5,308.69 Apr-16)
Balances as at 03-May		
SBS Current account	\$4,922.39	
SBS Term Investment No1	\$5,170.11	(matures 16-Jun-17)
SBS Term Investment No2	\$20,682.58	(matures 16-Jun-17)
Debtors	\$165.00	
Creditors	\$3,623.07	

Insurance due 31 May. **Sue McKenzie** offered to provide quote from PIC Insurance Brokers.

Whyte/McKenzie

CORRESPONDENCE

The inward correspondence was received and the outward approved.

PLAYING COMMITTEE REPORT

1. Consideration has been given to moving Monday evening play to Thursday evening due to large number of Monday holidays with no play.
2. Suggestion from committee that Monday evening play has same start time as Wednesday evening. This is apparently brought up regularly and will not be lost sight of.

GENERAL BUSINESS

1. Immediately preceding this meeting Jane Stearns provided a short presentation regarding her **Nesting Pairs filming project** and outlined the need for funding of a shortfall. She also outlined the possible need for up to an additional \$1000 depending on actual filming time.
Resolved: To provide funding shortfall and to contribute up to a further \$1000 (including this year's QUINGS contributions) if required.
Blewden/Whyte
2. **Gold coin donation on Friday mornings** discussed. **Kevin and Peter** to seek opinion from Friday morning attendees.
3. **Lighting:** Steen and Morrow's estimated cost of replacing present fluorescent tubes with LEDs \$2,500. Advice that kitchen lighting would not pass present day standards.
Calum to seek further quote from wholesaler.
Discussion re applying for funding to cover cost. **Calum** to investigate further.
4. **80s Plus High Tea:** Approximately 40 registered. Helen Hicks has catering well organised.
5. **Sixes:** Leaflet out to clubs. Deb Robinson working with Sue and Sue re catering. Diane Emms continuing to arrange prizes and decorations. To commence collection for raffles in July.
6. **Beginner Lessons:** Anne reported they are progressing well. Likely that about 20 will complete course.
7. **Priorities for maintenance:**
 - Plumbed-in water cost about \$1,000. Opinion re need is being sought from club members in Pianola survey.
 - Replace smoke alarms with new standard. Peter to purchase pack of 3 as soon as possible (about \$157).
Hobman/Blewden
 - Filing cabinet fixed, thanks to Michael.
 - External signage: **Peter** to obtain quote for cleaning exterior building. Possible need to paint as well.
Peter to obtain quote from Grumpies for new sign.
Support for mural to be painted on rear wall of building.
 - **Sue Peake** to obtain quotes for hand towel dispenser and air dryer for comparison (for women's toilet).
 - Seeking opinion from club members in Pianola survey re replacement chairs, tables and carpet.
 - More table cloths required in near future.
 - Wall decorations – no more required.
 - Spot light at rear of building – bulb to be replaced by council.

CONCLUSION: The next meeting to be held on **Thursday 8 June at 4.45pm**

The meeting closed at 6.00pm.

Month ending: 30-Apr-17

Profit & Loss Statement

Income

	Op.Bal	Mar	Apr	Apr-17 YTD	Apr-16 YTD
Subscriptions		(\$45.00)		(\$7,801.00)	(\$7,516.00)
Subscriptions Rebate (LIFE)				\$450.00	\$585.00
Joining Fee		(\$45.00)	(\$30.00)	(\$165.00)	(\$180.00)
Table Money		(\$1,548.50)	(\$1,033.10)	(\$7,118.60)	(\$7,810.20)
Table Money Vouchers		(\$660.00)	(\$195.00)	(\$2,367.00)	(\$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		(\$116.00)	(\$42.00)	(\$426.50)	(\$25.00)
Interest Received		(\$33.83)	(\$0.93)	(\$205.71)	(\$544.25)
Raffles			(\$93.00)	(\$469.40)	(\$306.00)
Bar Takings					(\$148.00)
Total Income		(\$2,448.33)	(\$2,732.03)	(\$25,874.21)	(\$24,179.45)
<u>Expenditure</u>					
Electricity		\$91.33	\$165.73	\$836.58	\$820.36
Administration		\$448.11	\$56.76	\$1,553.94	\$1,138.49
Cleaning Supplies		\$19.34	\$23.47	\$164.52	\$114.48
Computer Expenses		\$30.00	\$775.30	\$1,107.40	\$947.60
Advertising		\$460.46	\$201.25	\$661.71	
Postage & Box Rental		\$10.00		\$225.00	\$303.30
Telephone & Broadband		\$117.16	\$121.60	\$821.32	\$754.44
Website				\$157.40	\$161.22
Catering		\$57.52	\$211.61	\$825.23	\$526.07
Bar Expenses					\$655.70
Tournament Expenses		\$305.72	\$304.86	\$1,327.13	\$1,017.26
Social Events Expenses		\$483.46		\$5,080.18	\$3,332.91
Affiliation Fee & Masterpoints		\$1,552.96		\$3,170.78	\$4,685.79
Director/Tutor Payments			\$320.00	\$440.00	
Bridge Supplies					\$380.00
Prizes incl. Vouchers			\$405.00	\$1,266.83	\$498.03
Gifts & Donations				\$349.08	\$127.00
Property R&M		\$160.00	\$85.00	\$2,147.40	\$904.50
Lease on Land				\$248.00	\$247.25
Rates (Water & Sewerage)		\$36.43		\$600.92	\$570.38
Wages		\$200.00	\$240.00	\$1,500.00	\$1,310.00
ACC Levies				\$40.34	\$26.52
Total Expenditure		\$3,972.49	\$2,910.58	\$22,523.76	\$18,521.30
Net (Surplus)/Deficit		\$1,524.16	\$178.55	(\$3,350.45)	(\$5,658.15)

Month ending: 30-Apr-17

	Op.Bal	Mar	Apr	Apr-17 YTD	Apr-16 YTD
Balance Sheet					
Current Assets					
Current Account (SBS Bank)	\$3,321.40	\$1,942.94	(\$1,173.43)	\$4,892.39	\$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	\$33.36		\$5,170.11	
Debtors	\$725.00	(\$562.00)	(\$125.00)	\$165.00	
Cash on Hand (Float)		\$40.00		\$40.00	
Prepaid Expenses	\$342.40				(\$130.00)
Accrued Income	\$200.16				(\$128.00)
Total Current Assets	\$30,037.95	\$1,454.30	(\$1,298.43)	\$30,950.08	\$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	\$1,454.30	(\$371.53)	\$91,115.32	\$91,110.18
Liabilities					
Creditors		(\$2,761.06)	\$187.77	(\$3,623.07)	(\$349.78)
Accrued Expenses	(\$2,595.83)				
Waikato-Bays TWITS Control		(\$112.40)	\$260.21	\$147.81	
PAYE Tax Payable					(\$35.89)
Prepaid Vouchers Liability	(\$222.00)	(\$105.00)	(\$255.00)	(\$360.00)	\$183.00
Income in Advance					(\$20.00)
Accrued Expense (long term)					\$699.56
Suspense Account					\$20.00
Total Liabilities	(\$2,817.83)	(\$2,978.46)	\$192.98	(\$3,835.26)	\$496.89
Net Assets	\$83,929.61	(\$1,524.16)	(\$178.55)	\$87,280.06	\$91,607.07
Equity					
Accumulated Funds	(\$85,752.14)			(\$83,929.61)	(\$85,948.92)
Retained Earnings	\$1,822.53				
Current Year Earnings		\$1,524.16	\$178.55	(\$3,350.45)	(\$5,658.15)
Total Equity	(\$83,929.61)	\$1,524.16	\$178.55	(\$87,280.06)	(\$91,607.07)