

CAMBRIDGE BRIDGE CLUB (INC)

Minutes of Meeting dated Thursday 19 October at 4.45pm

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

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

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

CONFIRMATION OF MINUTES

Resolved: That the minutes of 14 September 2017 are confirmed. *Blewden/Hobman*

MATTERS ARISING:

1. External Signage:

Peter had phoned Grumpys & was given their selections for 3 Options.
Tag Line to be decided -and font, etc also to be decided.

2. Replacement/Recovered Chairs:

Sue & Kevin had met with the Upholster. 3 Samples of fabrics were given, and he is sending quotes with different options.
Michael will follow up on quotes, as soon as possible to get these done over the Christmas period.
An application to be made to Pub Charity as soon as we have the two quotes.

3. Hand Towel Dispenser:

Sue followed up to get quotes in writing.
Vicki has been to Waikato Cleaning Services - they will supply battery operated unit for free.
6 Rolls of towels \$61.48. Sue & Vicki to purchase. *Jacobsen/Blewden*

4. Life Membership:

In committee

5. Service Award to be made at AGM for Inga. Same as life membership

Neels/Peake

6. Additional Night:

Tuesday night - after lessons completed next year will continue for beginners. Kim has voiced concerns that it won't be competitive enough and a Wednesday night caters for beginners.
Agreed that we need to keep new players- and some new players only want to play socially & not competitively.
Clare will have tips at the beginning of each night and boards can be discussed afterwards.

TREASURER'S REPORT

The Treasurer tabled his financial report (see below).

YTD Surplus/(Deficit) as at 30-Sep	\$2,511.48	\$ (1,822.53)	(Sep-16)
------------------------------------	------------	---------------	----------

Debtors	\$15.00
Creditors	\$1,972.70

Balances as at 19-Oct	
SBS Current account	\$2,708.83

SBS Term Investment No1	\$21,048.69	(matures 16-Dec-17)
SBS Term Investment No2	\$5,243.03	(matures 16-Sep-17)

Whyte/MacLean

CORRESPONDENCE

The inward correspondence was received and the outward approved.

GENERAL BUSINESS

1. AGM Planning (30/11/2017)

Restricted to 80 people - due to catering and room restraints. Partners pay \$10.

Menu:

Ham/Beef & Salads – Vicki to organize – committee Assistance required and paid staff to present and clean up. Calum to check if he can get plates and cutlery as for the 40th celebrations

Pavlova/Strawberries

Format: Meal First, AGM & Prizegiving.

Members to be obliged to stay for AGM and prize giving if attend meal.

2. Programme Book

Everything going well.

3. Card Table Repairs & Replacement

To go into R & M Budgets.

4. Subscriptions 2018

No recommendation from Kevin as yet.

5. Christmas Pairs

Deb & Bill Robinson will manage again this year.

6. LED Lighting

A new light has been installed in the rear of the building. \$100 cheaper per fitting than previous quote. Change lights all once - these are more energy efficient.

Peter to go ahead to arrange.

Hobman/Blewden

7. R & M Budget

Peter has prepared a R and M budget. This includes fixing the gable end flashings & boards on the exterior back wall that is showing signs of rotting also need to replace catches and seals on windows. Estimate \$1,000 to \$1,500.

8. Waikato Bays Conference

Peter attended Jane & Clare's presentations. Peter to forward copies of these.

CONCLUSION: The next meeting to be held on **Thursday 12 October at 4.45pm**

Month ending: 30-Sep-17

	Op.Bal	Aug	Sep	Sep-17 YTD	Sep-16 YTD	% Vary
Profit & Loss Statement						
Income						
Subscriptions		\$23.00		\$8,303.50	\$7,861.00	5.6%
Subscriptions Rebate (LIFE)				(\$450.00)	(\$585.00)	(23.1%)
Joining Fee/Name Badge			\$60.00	\$600.00	\$450.00	33.3%
Table Money		\$1,265.00	\$1,517.50	\$13,676.50	\$14,509.00	(5.7%)
Table Money Vouchers		\$534.00	\$621.00	\$4,836.00	\$5,593.25	(13.5%)
Clubroom Hireage		\$725.00		\$725.00	\$725.00	
Sponsorship (Competitions)				\$1,490.00	\$1,540.00	(3.3%)
Sponsorship (Programme)				\$300.00	\$390.00	(23.1%)
Sponsorship (Tournament)				\$605.00	\$930.00	(35.0%)
Grants & Donations		\$50.00	\$20.00	\$284.00	\$289.00	(1.7%)
Social Events Receipts				\$2,130.00	\$1,790.00	19.0%
Tournament Receipts		\$6,936.00	\$100.00	\$17,106.70	\$11,974.68	42.9%
Sundry Income		\$54.50	\$20.00	\$739.65	\$55.00	1,244.8%
Interest Received		\$1.39	\$37.82	\$647.41	\$920.90	(29.7%)
Raffles		\$1,221.00		\$1,690.40	\$1,553.20	8.8%
Total Income		\$10,809.89	\$2,376.32	\$52,684.16	\$47,996.03	9.8%
Electricity		\$186.49	\$102.52	\$1,619.03	\$1,658.87	(2.4%)
Administration			\$104.00	\$2,150.76	\$2,681.58	(19.8%)
Cleaning Supplies		\$57.42		\$271.96	\$231.54	17.5%
Computer Expenses		\$902.75		\$2,410.15	\$2,250.11	7.1%
Advertising				\$661.71	\$291.34	127.1%
Sponsorship		\$87.00	\$446.40	\$1,193.40	(\$846.61)	(241.0%)
Postage & Box Rental				\$225.00	\$367.50	(38.8%)
Telephone & Broadband		\$115.75	\$115.75	\$1,403.27	\$1,342.22	4.6%
Website		\$158.93		\$316.33	\$316.34	
Catering		\$188.67	\$108.80	\$1,632.35	\$1,581.03	3.3%
Tournament Expenses		\$8,391.29	\$1,397.09	\$14,833.77	\$10,639.80	39.4%
Social Events Expenses				\$5,256.92	\$4,752.31	10.6%
Affiliation Fee & Masterpoints			\$1,327.12	\$6,408.28	\$8,818.65	(27.3%)
Director/Tutor Payments		\$465.00		\$1,620.00	\$655.00	147.3%
Bridge Supplies				\$743.80	\$1,787.24	(58.4%)
Prizes incl. Vouchers				\$601.83	\$2,289.03	(73.7%)
Library					\$140.00	(100.0%)
Gifts & Donations				\$349.08	\$453.00	(22.9%)
Equipment R&M		\$88.93	\$79.99	\$708.53		
Property R&M			\$545.00	\$2,738.84	\$1,383.79	97.9%
Insurance				\$1,362.62	\$1,362.62	
Lease on Land				\$248.00	\$247.25	0.3%
Rates (Water & Sewerage)			\$26.45	\$697.66	\$659.43	5.8%
Depreciation Expense					\$4,350.00	(100.0%)
Wages		\$240.00	\$240.00	\$2,640.00	\$2,380.00	10.9%
ACC Levies		\$39.05		\$79.39	\$26.52	199.4%
Total Expenditure		\$10,921.28	\$4,493.12	\$50,172.68	\$49,818.56	0.7%
Net (Surplus)/Deficit		(\$111.39)	(\$2,116.80)	\$2,511.48	(\$1,822.53)	(237.8%)

Month ending: 30-Sep-17

	Op.Bal	Aug	Sep	Sep-17 YTD	Sep-16 YTD	% Vary
Balance Sheet						
Current Assets						
Current Account (SBS Bank)	\$3,321.40	(\$353.28)	(\$2,500.84)	\$2,708.83	\$3,321.40	(18.4%)
Term Deposit 1 (SBS Bank)	\$20,345.95			\$21,048.69	\$20,345.95	3.5%
Term Deposit 2 (SBS Bank)	\$5,103.04		\$36.88	\$5,243.03	\$5,103.04	2.7%
Cash on Hand (Float)				\$40.00		
Debtors	\$725.00	\$747.00	(\$890.00)	\$15.00	\$725.00	(97.9%)
Prepaid Expenses	\$342.40				\$342.40	(100.0%)
Accrued Income	\$200.16				\$200.16	(100.0%)
Total Current Assets	\$30,037.95	\$393.72	(\$3,353.96)	\$29,055.55	\$30,037.95	(3.3%)
Fixed Assets						
Buildings at Cost	\$74,659.00			\$74,659.00	\$74,659.00	
Buildings Accum Dep'n	(\$38,270.00)			(\$38,270.00)	(\$38,270.00)	
Plant&Equipment at Cost	\$35,686.69			\$39,142.44	\$35,686.69	9.7%
Plant&Equipment Accum Dep'n	(\$19,674.00)			(\$19,674.00)	(\$19,674.00)	
Furniture&Fittings at Cost	\$24,058.80			\$24,058.80	\$24,058.80	
Furniture&Fittings Accum Dep'n	(\$19,885.00)			(\$19,885.00)	(\$19,885.00)	
Computer Equipment at Cost	\$3,192.00			\$3,192.00	\$3,192.00	
Computer Accum Dep'n	(\$3,058.00)			(\$3,058.00)	(\$3,058.00)	
Total Fixed Assets	\$56,709.49			\$60,165.24	\$56,709.49	6.1%
Total Assets	\$86,747.44	\$393.72	(\$3,353.96)	\$89,220.79	\$86,747.44	2.9%
Liabilities						
Creditors		(\$484.11)	\$1,336.16	(\$1,972.70)		
Accrued Expenses	(\$2,595.83)				(\$2,595.83)	(100.0%)
Prepaid Vouchers Liability	(\$222.00)	(\$21.00)	(\$39.00)	(\$747.00)	(\$222.00)	236.5%
Suspense Account					(\$20.00)	(100.0%)
Income in Advance			(\$60.00)	(\$60.00)	\$20.00	(400.0%)
Total Liabilities	(\$2,817.83)	(\$505.11)	\$1,237.16	(\$2,779.70)	(\$2,817.83)	(1.4%)
Net Assets	\$83,929.61	(\$111.39)	(\$2,116.80)	\$86,441.09	\$83,929.61	3.0%
Equity						
Accumulated Funds	(\$85,752.14)			(\$83,929.61)	(\$75,194.05)	11.6%
Retained Earnings	\$1,822.53				(\$10,558.09)	(100.0%)
Current Year Earnings		\$111.39	\$2,116.80	(\$2,511.48)	\$1,822.53	(237.8%)
Total Equity	(\$83,929.61)	\$111.39	\$2,116.80	(\$86,441.09)	(\$83,929.61)	3.0%