

## CAMBRIDGE BRIDGE CLUB (INC)

### Minutes of Meeting dated Thursday 14 September at 4.45pm

**Present:** Vicki Jacobsen (President), Kevin Whyte (Treasurer), Jenny Oxley (Secretary), Clare Coles (Club Captain) – later in meeting, Michael Neels, Peter Hobman, Sue McKenzie, Liz Clayton (Committee)

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

**APOLOGIES:** Anne Blewden (Vice-President), Calum MacLean, Sue Peake, Hilary Wilson-Hill

### CONFIRMATION OF MINUTES

**Resolved:** That the minutes of 10 August 2017 are confirmed. *McKenzie/Clayton*

### MATTERS ARISING:

1. **External signage:** Graphic design will be additional to \$285 quote. Approval given to **Peter** to proceed with costs up to a total of \$500.
2. **New chairs:** Quote obtained for \$112 per chair for recovering. A further quote is required so that we can apply for funding to cover this cost. **Peter**
3. **Dishwasher:** No need for second dishwasher at this stage. Leaking has stopped.
4. **Hand towel dispenser:** Being dealt with by **Sue P.**

### TREASURER'S REPORT

The Treasurer tabled his financial report (see below).

YTD Surplus as at 31-Aug	\$4,891.28	\$5,902.31 (Aug-16)
Debtors	\$905.00	
Creditors	\$3,045.86	
Balances as at 14-Sep		
SBS Current account	\$6,167.67	
SBS Term Investment No1	\$21,048.69	(matures 16-Dec-17)
SBS Term Investment No2	\$5,206.15	(matures 16-Sep-17)

*Whyte/Hobman*

- Discussion re high cost of printer toner cartridges.  
To investigate Warehouse Stationery and PB Tech for discounts. **Liz**
- Approved payment of balance of \$1,000 to Jane Stearns towards Nesting Pairs filming.  
*Clayton/McKenzie*

### CORRESPONDENCE

The inward correspondence was received and the outward approved. *Neels/Hobman*

- Peter Hobman nominated as delegate to Waikato/Bays AGM
- Michael Neels nominated as delegate to NZB AGM

## PLAYING COMMITTEE REPORT

**2018 Programme:** The first Monday of each month for the four middle months of the year will be a separate competition to allow players to practice with their regular. The rest of the calendar will be much the same as this year except for Wednesday teams and Monday sessions on statutory holidays.

**Sponsors:** Discussion re raising cost of sponsorship. Moved that this be raised to \$60 *Hobman/Oxley*

**Additional Night:** This year's learners to be consulted regarding most suitable additional session time. **Vicki**

## GENERAL BUSINESS

1. **AGM:** 30 November. Less costly to do our own catering but employ outside help to serve and clean up.
2. **Programme Book:** As above
3. **Intermediate Tournament:** 29 October. Poster sent to clubs.
4. **NZB Volunteer Nomination:** Sue & Hilary to forward nomination for Ayako Imahashi.
5. **Garden Club** have found an alternative venue.
6. **Broken trophy** to be repaired and insurance cover investigated.

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

The meeting closed at 5.50pm.

Month ending: 31-Aug-17

**Profit & Loss Statement**

**Income**

	Op.Bal	Jul	Aug	Aug-17 YTD	Aug-16 YTD	% Vary
Subscriptions		(\$54.00)	(\$23.00)	(\$8,303.50)	(\$7,861.00)	5.6%
Subscriptions Rebate (LIFE)				\$450.00	\$585.00	(23.1%)
Joining Fee/Name Badge		(\$45.00)		(\$540.00)	(\$435.00)	24.1%
Table Money		(\$1,584.50)	(\$1,265.00)	(\$12,159.00)	(\$12,926.30)	(5.9%)
Table Money Vouchers		(\$615.00)	(\$534.00)	(\$4,215.00)	(\$3,430.25)	22.9%
Clubroom Hireage			(\$725.00)	(\$725.00)		
Sponsorship (Competitions)				(\$1,490.00)	(\$2,470.00)	(39.7%)
Sponsorship (Programme)				(\$300.00)	(\$390.00)	(23.1%)
Sponsorship (Tournament)				(\$605.00)		
Grants & Donations			(\$50.00)	(\$264.00)	(\$289.00)	(8.7%)
Social Events Receipts				(\$2,130.00)	(\$1,580.00)	34.8%
Tournament Receipts		(\$4,216.00)	(\$6,936.00)	(\$16,966.70)	(\$11,564.00)	46.7%
Sundry Income		(\$53.65)	(\$54.50)	(\$719.65)	(\$55.00)	1,208.5%
Interest Received		(\$0.34)	(\$1.39)	(\$609.59)	(\$545.75)	11.7%
Raffles			(\$1,221.00)	(\$1,690.40)	(\$1,553.20)	8.8%
Bar Takings					(\$210.00)	(100.0%)
<b>Total Income</b>		<b>(\$6,568.49)</b>	<b>(\$10,809.89)</b>	<b>(\$50,267.84)</b>	<b>(\$42,724.50)</b>	<b>17.7%</b>

Electricity		\$178.01	\$186.49	\$1,516.51	\$1,557.11	(2.6%)
Administration		\$102.00		\$2,046.76	\$2,156.02	(5.1%)
Cleaning Supplies		\$15.36	\$57.42	\$271.96	\$183.28	48.4%
Computer Expenses			\$902.75	\$2,410.15	\$2,091.34	15.2%
Advertising				\$661.71	\$291.34	127.1%
Sponsorship		\$660.00	\$87.00	\$747.00		
Postage & Box Rental				\$225.00	\$311.30	(27.7%)
Telephone & Broadband		\$117.55	\$115.75	\$1,287.52	\$1,224.72	5.1%
Website			\$158.93	\$316.33	\$161.22	96.2%
Catering		\$133.55	\$188.67	\$1,523.55	\$1,319.90	15.4%
Tournament Expenses		\$1,137.27	\$8,178.29	\$13,183.68	\$9,050.23	45.7%
Social Events Expenses				\$5,256.92	\$3,865.70	36.0%
Affiliation Fee & Masterpoints				\$5,081.16	\$6,604.45	(23.1%)
Director/Tutor Payments		\$310.00	\$415.00	\$1,570.00	\$655.00	139.7%
Bridge Supplies		\$396.00		\$743.80	\$760.00	(2.1%)
Prizes incl. Vouchers				\$601.83	\$498.03	20.8%
Library					\$140.00	(100.0%)
Gifts & Donations				\$349.08	\$453.00	(22.9%)
Property R&M		\$87.70	\$88.93	\$2,822.38	\$1,021.50	176.3%
Insurance				\$1,362.62	\$1,362.62	
Lease on Land				\$248.00	\$247.25	0.3%
Rates (Water & Sewerage)				\$671.21	\$641.66	4.6%
Wages		\$240.00	\$240.00	\$2,400.00	\$2,200.00	9.1%
ACC Levies			\$39.05	\$79.39	\$26.52	199.4%
<b>Total Expenditure</b>		<b>\$3,377.44</b>	<b>\$10,658.28</b>	<b>\$45,376.56</b>	<b>\$36,822.19</b>	<b>23.2%</b>
<b>Net (Surplus)/Deficit</b>		<b>(\$3,191.05)</b>	<b>(\$151.61)</b>	<b>(\$4,891.28)</b>	<b>(\$5,902.31)</b>	<b>(17.1%)</b>

Month ending: 31-Aug-17

## Balance Sheet

### Current Assets

	Op.Bal	Jul	Aug	Aug-17 YTD	Aug-16 YTD	% Vary
Current Account (SBS Bank)	\$3,321.40	\$2,259.78	(\$353.28)	\$5,209.67	\$4,427.72	17.7%
Term Deposit 1 (SBS Bank)	\$20,345.95			\$21,048.69	\$25,000.00	(15.8%)
Term Deposit 2 (SBS Bank)	\$5,103.04			\$5,206.15		
Undeposited Funds					\$62.00	(100.0%)
Cash on Hand (Float)				\$40.00		
Debtors	\$725.00	\$49.50	\$747.00	\$905.00		
Prepaid Expenses	\$342.40				(\$130.00)	(100.0%)
Accrued Income	\$200.16				(\$128.00)	(100.0%)
<b>Total Current Assets</b>	<b>\$30,037.95</b>	<b>\$2,309.28</b>	<b>\$393.72</b>	<b>\$32,409.51</b>	<b>\$29,231.72</b>	<b>10.9%</b>

### 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)	4.1%
Plant&Equipment at Cost	\$35,686.69			\$39,142.44	\$36,713.93	6.6%
Plant&Equipment Accum Dep'n	(\$19,674.00)			(\$19,674.00)	(\$17,894.00)	9.9%
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)	5.5%
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)	1.1%
<b>Total Fixed Assets</b>	<b>\$56,709.49</b>			<b>\$60,165.24</b>	<b>\$62,086.73</b>	<b>(3.1%)</b>

### **Total Assets**

**\$86,747.44      \$2,309.28      \$393.72      \$92,574.75      \$91,318.45      1.4%**

### Liabilities

Creditors		\$872.77	(\$221.11)	(\$3,045.86)	(\$349.78)	770.8%
Accrued Expenses	(\$2,595.83)					
Prepaid Vouchers Liability	(\$222.00)	\$9.00	(\$21.00)	(\$708.00)	\$183.00	(486.9%)
Accrued Expense (long term)					\$699.56	(100.0%)
<b>Total Liabilities</b>	<b>(\$2,817.83)</b>	<b>\$881.77</b>	<b>(\$242.11)</b>	<b>(\$3,753.86)</b>	<b>\$532.78</b>	<b>(804.6%)</b>

### **Net Assets**

**\$83,929.61      \$3,191.05      \$151.61      \$88,820.89      \$91,851.23      (3.3%)**

### Equity

Accumulated Funds	(\$85,752.14)			(\$83,929.61)	(\$85,948.92)	(2.4%)
Retained Earnings	\$1,822.53					
Current Year Earnings		(\$3,191.05)	(\$151.61)	(\$4,891.28)	(\$5,902.31)	(17.1%)
<b>Total Equity</b>	<b>(\$83,929.61)</b>	<b>(\$3,191.05)</b>	<b>(\$151.61)</b>	<b>(\$88,820.89)</b>	<b>(\$91,851.23)</b>	<b>(3.3%)</b>