

CAMBRIDGE BRIDGE CLUB (INC)

Minutes of Meeting dated Thursday 13 June 2019 at 4.45pm

Present: Vicki Jacobsen (Past-President), Jenny Oxley (Secretary), Liz Clayton, Calum MacLean, Louise Chambers, Peter Hobman, Lesley Roberts (Committee)

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

APOLOGIES: Anne Blewden (President), Kevin Whyte (Treasurer), Clare Coles (Club Captain), Allison Vince, Helen Wallwork, Sue McKenzie, Mary Casey

CONFIRMATION OF MINUTES

Resolved: That the minutes of 9 May 2019 are confirmed.

Clayton/Chambers

Matters Arising: In committee

TREASURER'S REPORT

	2019	2018	Change
YTD Surplus as at 31-May	\$3,896.93	\$12,595.11	(64)%
Annual subscriptions (net)	\$8,800.50	\$8,269.00	6%
Total Table money collected	\$18,516.00	\$13,994.40	32%
Vouchers	\$14,636.00	\$8,038.00	82%
Vouchers discount	(\$1,838.00)		(100)%
Debtors	\$197.00	\$149.00	32%
Creditors	\$2,952.75	\$3,398.98	13%
Voucher liability	\$3,318.00	\$2,476.50	(34)%
Bank balances			
SBS Current account	\$10,611.88	\$1,531.43	
SBS Term Investment No1	\$15,248.18	\$21,406.09	(matures 18-Jun-19)
SBS Term Investment No2	\$5,461.53	\$5,315.18	(matures 19-Jun-19)
Overall cash balance	\$31,321.59	\$28,252.70	11%

Highlights for month/year

- 1) Bank balance as at 10-Jun = \$11,093.88
- 2) Table money collection **32%** up on last year - voucher usage up 82% (79% of total)
- 3) Session catering **41%** up on last year (\$1,332 v \$943) - improved quality of biscuits has been noted.
 - To remind members that they are entitled to one biscuit only.
- 4) Administration **89%** up on last year (\$2,454 v \$1,295) - learner booklets & increased name badges.
 - Name badges paid by members when join. Maybe need to charge for learner booklets in future.
- 5) Helloclub/(Compass)

We are all but fully operational with the parallel process proving that the system is robust and ultimately will be a significant time saver for the Treasurer. As at 31-May, the variance between Hello Club and the MYOB Ledger Control account is around \$150, totally explainable by the timing of Prize voucher recognition (presented rather than awarded) and the need to manually credit the likes of Team prizes in HC. Kevin has spent numerous hours with Michael working through the individual transaction flows and developing methodologies for the various manual inputs and would like to formally acknowledge his initiatives and perseverance with the concept and assistance with the necessary integration steps into our Financial system. Not fully there but very close!

Resolved: That the financial report be accepted.

Oxley/Clayton

CORRESPONDENCE

Inward:

- 17/5 NZB, Draft Constitution
- 17/5 NZB, Latest Newsletter
- 21/5 NZB NZ Bridge Constitution Consultation
- 28/5 Waikato/Bays, NZ Teacher Conference – reminder re \$100 available to participants
- 30/5 Eunice Eccles, RBM, re prize money allocation

Outward:

- Thank you cards to sponsors

The inward correspondence was received and the outward approved.

Roberts/Clayton

PLAYING COMMITTEE REPORT

No meeting held.

GENERAL BUSINESS

1. **HelloClub:** Vicki had circulated presentation, handout and welcome letter that she, Kevin, Clare and Michael put together. KISS principle suggested by Peter. Louise suggested that club members be able to continue receiving concession cards as receipt of their money and record of use if they wanted – however purely for own use. HelloClub will eventually replace Pianola. Emphasised that cash still able to be used by those not ready to accept payments through HelloClub.

Resolved: That the Club proceed with the introduction of HelloClub to all members *Hobson/MacLean*

Michael to load handout onto website and provide direct link to HelloClub.

Liz volunteered to be available at each session to assist any club members having trouble logging in.

2. **Thursday mid-year lunch:** Poor turnout. Maybe not sufficiently promoted. Next year's programme book to include time of lunch. Possible need to register in future. To also consider other options.
3. **Maintenance Update:**
 - Smoke detectors reprogrammed
 - Chair stoppers in progress
 - Replacement handtowels (from Waikato Cleaning Supplies) required for gents. Discussion re use of heat jets as possible cheaper alternative long-term.
4. **Sixes:** No meeting held but all to continue to promote.
5. **Learners:** 10 new members plus 3 from Jane's 'English as Second Language' group.
6. **Kay Walsh painting:** Cambridge Fine Art advised a sale price of \$150 after fixing up. Peter suggested they may also like to donate a framed mirror to the Sixes.
7. **Friday morning sessions:** Those attending continuing to give good feedback.

Meeting closed at 5.17pm.

Next meeting to be held **Thursday 11 July 2019 at 4.45pm**

Month ending: 31-May-19

Profit & Loss Statement

Income

	Op.Bal	Apr	May	May-19 YTD	May-18 YTD	% Vary
Subscriptions		\$27.00	\$321.00	\$9,260.50	\$8,562.00	8%
Subscriptions Rebate (LIFE)				(\$460.00)	(\$293.00)	(57%)
Joining Fees & Name Badges		\$30.00	\$270.00	\$660.00	\$255.00	159%
Table Money		\$536.00	\$648.00	\$3,880.00	\$5,956.40	(35%)
Table Money Vouchers		\$2,508.00	\$2,364.00	\$14,636.00	\$8,038.00	82%
Table Money Voucher Discounts		(\$200.00)	(\$354.00)	(\$1,838.00)		100%
Sponsorship (Competitions)				\$1,800.00	\$1,800.00	
Sponsorship (Programme)				\$480.00	\$360.00	33%
Grants & Donations				\$121.00	\$6,440.66	(98%)
Tournament Entry Fees		\$975.00	\$432.00	\$4,792.00	\$5,457.00	(12%)
Raffles		\$91.00		\$444.00	\$563.00	(21%)
Social Events Receipts				\$870.00	\$615.00	41%
Interest Received		\$2.47	\$2.24	\$191.45	\$225.23	(15%)
Sundry Income		\$138.00	\$168.00	\$1,098.35	\$592.75	85%
Total Income		\$4,107.47	\$3,851.24	\$35,935.30	\$38,572.04	(7%)

Expenditure

Administration		\$216.60	\$517.05	\$2,448.52	\$1,295.40	(89%)
Advertising		\$47.81		\$610.27	\$562.46	(9%)
Computer Expenses		\$49.52	\$556.25	\$933.96	\$560.52	(67%)
Electricity		\$127.24	\$117.50	\$910.39	\$1,021.17	11%
Postage & Box Rental				\$185.00	\$313.99	41%
Telephone & Broadband		\$116.98	\$120.21	\$942.63	\$946.32	0%
Website				\$154.30	\$158.75	3%
Session Catering		\$190.46	\$243.23	\$1,331.92	\$943.25	(41%)
Social Events Expenses				\$3,220.78	\$2,114.15	(52%)
Tournament Expenses		\$376.68	\$209.78	\$3,258.15	\$3,642.67	11%
Affiliation Fee & Masterpoints		\$1,138.50		\$4,741.46	\$3,671.44	(29%)
Director & Tutor Payments		\$160.00	\$200.00	\$640.00	\$265.00	(142%)
Bridge Supplies		\$364.50	\$487.12	\$1,396.72	\$427.90	(226%)
Prizes incl. Vouchers		\$292.00	\$224.00	\$1,994.50	\$2,074.36	4%
Gifts & Donations				\$550.21	\$223.45	(146%)
Equipment R&M			\$74.70	\$562.82	\$267.49	(110%)
Property R&M		\$394.35	\$23.10	\$4,255.16	\$4,821.80	12%
Insurance			\$1,504.15	\$1,504.15	\$1,450.77	(4%)
Lease on Land				\$247.25	\$247.25	
Rates (Water & Sewerage)		\$492.89		\$806.13	\$590.78	(36%)
Wages					\$1,280.00	100%
Cleaning & Supplies		\$240.00	\$157.99	\$1,344.05	\$895.30	(50%)
Total Expenditure		\$4,207.53	\$4,435.08	\$32,038.37	\$27,774.22	(15%)
Net Surplus/(Deficit)		(\$100.06)	(\$583.84)	\$3,896.93	\$10,797.82	(64%)

Month ending: 31-May-19

	Op.Bal	Apr	May	May-19 YTD	May-18 YTD	
Balance Sheet						
Current Assets						
Current Account (SBS Bank)	\$8,123.09	\$94.83	\$157.80	\$10,611.88	\$1,531.43	593%
Cash on Hand (Float)	\$10.00		\$60.00	\$100.00	\$40.00	150%
Term Deposit 1 (SBS Bank)	\$15,000.00			\$15,248.18	\$21,406.09	(29%)
Term Deposit 2 (SBS Bank)	\$5,389.12			\$5,461.53	\$5,315.18	3%
Debtors		(\$537.00)	(\$38.00)	\$197.00	\$149.00	32%
Accrued Income	\$766.40					
Total Current Assets	\$29,288.61	(\$442.17)	\$179.80	\$31,618.59	\$28,441.70	11%
Fixed Assets						
Buildings at Cost	\$74,659.00			\$74,659.00	\$74,659.00	
Buildings Accum Dep'n	(\$41,256.00)			(\$41,256.00)	(\$39,763.00)	(4%)
Plant&Equipment at Cost	\$40,141.43			\$40,141.43	\$40,141.43	
Plant&Equipment Accum Dep'n	(\$23,473.00)			(\$23,473.00)	(\$21,621.00)	(9%)
Furniture&Fittings at Cost	\$37,027.57			\$37,249.00	\$37,027.57	1%
Furniture&Fittings Accum Dep'n	(\$23,982.00)			(\$23,982.00)	(\$20,720.00)	(16%)
Computer Equipment at Cost	\$3,192.00			\$4,599.50	\$3,192.00	44%
Computer Accum Dep'n	(\$3,106.00)			(\$3,106.00)	(\$3,085.00)	(1%)
Total Fixed Assets	\$63,203.00			\$64,831.93	\$69,831.00	(7%)
Total Assets	\$92,491.61	(\$442.17)	\$179.80	\$96,450.52	\$98,272.70	(2%)
Liabilities						
Creditors	\$2,943.39	\$49.76	\$21.34	\$2,952.75	\$3,398.98	13%
Accrued Expenses	\$762.04	(\$195.00)				
Prepaid Vouchers Liability	\$2,529.00	(\$586.00)	\$584.00	\$3,318.00	\$2,476.50	(34%)
Waikato-Bays TWITs Control	\$381.05	\$389.13	\$158.30	\$496.71	\$434.79	(14%)
Income in Advance	\$90.00				\$118.00	100%
Total Liabilities	\$6,705.48	(\$342.11)	\$763.64	\$6,767.46	\$6,428.27	(5%)
Net Assets	\$85,786.13	(\$100.06)	(\$583.84)	\$89,683.06	\$91,844.43	(2%)
Equity						
Accumulated Funds	\$96,507.01			\$96,507.01	\$96,507.01	
Retained Earnings	(\$10,720.88)			(\$10,720.88)	(\$15,460.40)	31%
Current Year Earnings		(\$100.06)	(\$583.84)	\$3,896.93	\$10,797.82	(64%)
Total Equity	\$85,786.13	(\$100.06)	(\$583.84)	\$89,683.06	\$91,844.43	(2%)