

CAMBRIDGE BRIDGE CLUB (INC)

Minutes of Meeting dated Thursday 9 May 2019 at 4.45pm

Present: Anne Blewden (President), Vicki Jacobsen (Past-President), Kevin Whyte (Treasurer), Clare Coles (Club Captain), Jenny Oxley (Secretary), Liz Clayton, Allison Vince, Calum MacLean, Sue McKenzie, Helen Wallwork, Louise Chambers, Peter Hobman (Committee)

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

APOLOGIES: Mary Casey, Lesley Roberts

CONFIRMATION OF MINUTES

Resolved: That the minutes of 11 April 2019 are confirmed.

Vince/Whyte

Matters Arising: In committee

TREASURER'S REPORT

	2019	2018	Change
YTD Surplus as at 30-Apr	\$4,264.91	\$14,427.01	(70)%
Annual subscriptions (net)	\$8,416.50	\$8,039.00	5%
Total Table money collected	\$15,504.00	\$11,876.40	30%
Vouchers	\$12,272.00	\$6,436.00	191%
Vouchers discount	(\$1,444.00)		(100)%
Debtors	\$172.00	\$95.00	81%
Creditors	\$2,931.41	\$3,684.39	20%
Voucher liability	\$2,734.00	\$2,552.50	(7)%
Bank balances			
SBS Current account	\$10,454.08	\$5,841.74	
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	\$31,163.79	\$32,563.01	(4)%

Highlights for month/year

- 1) Bank balance as at 09-May = \$11,149.08
 - 2) Table money collection **30%** up on last year – voucher usage up 91% (79% of total)
 - 3) Tournament 3-year comparison (as promised)
 - 4) Hello Club/(Compass)
We are operational with a parallel process in play – so far, so good and confident the opening Voucher Liability balance of \$2,734 is accurate. Still to apply the credits to HC and determine the best means of accounting for non-cash anomalies such as standard prizes (applied on the night), couple allocations, freebies and Monday morning prize decision. Working very closely with Michael and expect to be live from 01-June.
Money collection system for each session will be changed to an up front (per person) with any non-standard transactions also being recorded.
- Committee and selected others to trial until June meeting
 - Planned education of club members to be implemented - Kevin, Vicki, Liz, Peter and Calum to develop and implement using KISS principle
 - **Clare** to make small paper certificates to replace the prize vouchers (as vouchers will no longer be in use with use of HelloClub)
 - Pianola Plus membership to be terminated at end of billing period. **Anne** will advise members that it will no longer be funded by Club as same services now available through Compass

Resolved: That Pianola Plus membership will not be renewed.

Whyte/Hobson

Resolved: That the financial report be accepted.

Whyte/MacLean

CORRESPONDENCE

Inward:

- 23/4 NZB, Director's Quick References
- 26/4 Waikato/Bays, Improving membership data
- 28/4 Vil Gravis, Tips
- NZB Newsletter

Outward:

Nil

The inward correspondence was received and the outward approved.

PLAYING COMMITTEE REPORT

1. Appeals process for players to be put on website
2. Monday day session now regularly has 8-9 tables, therefore reasonable that prize vouchers be provided as per all other sessions. This will have an estimated \$500 financial impact /year.

Resolved: That Monday day session prizes are to be allocated on the same basis as all other sessions, commencing 1 June.

Hobson/Clayton

3. Consideration to be given to changing the time of the Monday day session, eg 10am start until 1pm with members able to stay for lunch at the end of play if they so wish.
Recommended that Claire and Anne discuss this suggestion with Inge Marston.
4. Intermediate Championship Tournament – only 6 tables at first of series which is an indication that present format is not working well. Consideration to be given to alternative options for running of this event, to be provided for 2020.

GENERAL BUSINESS

1. Improver Lessons: Reasonable turn-out with 4 – 5 tables at most, although fewer at lessons for more experienced players.
2. Peter to take Kay Walsh painting to Cambridge Art Gallery to be sold on Club's behalf.
3. Maintenance:
 - Smoke alarms replaced (with credit for difference)
 - Velcro tapes installed to secure overhead speakers
 - Outside sensor light repaired
 - Cold water filter – initial investigation that cost of \$1300 + GST + plumber's fee. Peter to discuss with Jonathon Powell (plumber)
4. Printer and monitor to be disposed of. **Liz** to offer to members in the first instance then to E-waste via Kevin.
5. Green Mouse to sort projector and TV screen in next week.
6. Honours Boards: Further price received from Wackrows for 3 single boards @ \$1053 + GST, compared to previous \$1424 + GST for triple board and 1 single.

Resolved: Proceed to purchase of 3 single boards

Wallwork/McKenzie

7. Funding request from Jane Stearns for travel and accommodation costs to attend the Teacher's Course in Wellington. Kim Grounds approached but she is unable to attend. Value of course to Jane questioned.
Resolved: That the Club contribute \$200 towards cost with the recommendation that Jane also apply to Waikato/Bays for funding assistance.

Whyte/Hobson

8. Payment of Directors:

Resolved: That Will receive a bonus of \$100 at completion of Championship events. *Whyte/Wallwork*
Jenny to check back through previous Minutes.

[February 2019: Discussion re Director's fees. Presently paid \$30 (which is going rate) plus \$10 mileage. Many directors think \$10 mileage generous, but appropriateness discussed. Decided that \$20 bonus appropriate if a 'good job' has been done, ie turning up weekly and collecting table money.]

9. Next Sixes Meeting Monday 13 May at 6.45pm.
10. Cost of over \$1,000 to purchase a complete set of boards and cards (as recommended at last meeting). Decided to proceed with one set only at this stage.
11. While Anne is away, Vicki will be Acting President in June and Allison in July.
12. Website in need of updating. **Anne** to ask Michael to provide assistance to Calum so that not solely reliant on one person.
13. Calum has sourced chair stoppers @ \$75/100. To proceed to replace stoppers as needed.

Meeting closed at 6.35pm.

Next meeting to be held **Thursday 13 June 2019 at 4.45pm**

Month ending: 30-Apr-19

Profit & Loss Statement

Income

	Op.Bal	Mar	Apr	Apr-19 YTD	Apr-18 YTD	% Vary
Subscriptions		\$90.00	\$27.00	\$8,876.50	\$8,309.00	7%
Subscriptions Rebate (LIFE)				(\$460.00)	(\$270.00)	(70%)
Joining Fees & Name Badges		\$30.00	\$30.00	\$390.00	\$90.00	333%
Table Money		\$592.00	\$536.00	\$3,232.00	\$5,440.40	(41%)
Table Money Vouchers		\$2,320.00	\$2,508.00	\$12,272.00	\$6,436.00	91%
Table Money Voucher Discounts		(\$255.00)	(\$200.00)	(\$1,444.00)		100%
Sponsorship (Competitions)				\$1,800.00	\$1,800.00	
Sponsorship (Programme)				\$480.00	\$360.00	33%
Grants & Donations				\$121.00	\$6,390.66	(98%)
Tournament Entry Fees		\$25.00	\$975.00	\$4,360.00	\$5,241.00	(17%)
Raffles			\$91.00	\$444.00	\$563.00	(21%)
Social Events Receipts				\$870.00	\$615.00	41%
Interest Received		\$37.44	\$2.47	\$189.21	\$224.60	(16%)
Sundry Income		\$220.00	\$138.00	\$930.35	\$567.75	64%
Total Income		\$3,059.44	\$4,107.47	\$32,061.06	\$35,767.41	(10%)

Expenditure

Administration		\$701.41	\$216.60	\$1,944.46	\$1,163.40	(67%)
Advertising		\$281.23	\$47.81	\$610.27	\$562.46	(9%)
Computer Expenses		\$92.29	\$49.52	\$377.71	\$560.52	33%
Electricity		\$129.88	\$127.24	\$792.89	\$870.54	9%
Postage & Box Rental		\$185.00		\$185.00	\$313.99	41%
Telephone & Broadband		\$119.73	\$116.98	\$822.42	\$824.64	0%
Website		\$154.30		\$154.30	\$158.75	3%
Session Catering		\$171.14	\$190.46	\$1,088.69	\$789.09	(38%)
Social Events Expenses		\$437.32		\$3,260.78	\$2,066.00	(58%)
Tournament Expenses		\$421.97	\$516.55	\$3,188.24	\$3,426.91	7%
Affiliation Fee & Masterpoints		\$582.59	\$1,138.50	\$4,741.46	\$3,323.45	(43%)
Director & Tutor Payments		\$160.00	\$160.00	\$440.00	\$265.00	(66%)
Bridge Supplies		\$309.00	\$364.50	\$909.60	\$227.90	(299%)
Prizes incl. Vouchers		\$297.80	\$292.00	\$1,770.50	\$1,878.36	6%
Gifts & Donations				\$550.21	\$223.45	(146%)
Equipment R&M		\$156.40		\$488.12	\$267.49	(82%)
Property R&M			\$394.35	\$4,232.06	\$1,976.80	(114%)
Lease on Land				\$247.25	\$247.25	
Rates (Water & Sewerage)		\$163.83	\$492.89	\$806.13	\$590.78	(36%)
Wages					\$1,280.00	100%
Cleaning & Supplies		\$294.45	\$240.00	\$1,186.06	\$323.62	(267%)
Total Expenditure		\$4,658.34	\$4,347.40	\$27,796.15	\$21,340.40	(30%)
Net Surplus/(Deficit)		(\$1,598.90)	(\$239.93)	\$4,264.91	\$14,427.01	(70%)

Month ending: 30-Apr-19

Balance Sheet

Current Assets

	Op.Bal	Mar	Apr	Apr-19 YTD	Apr-18 YTD	
Current Account (SBS Bank)	\$8,123.09	\$755.52	\$94.83	\$10,454.08	\$5,841.74	79%
Cash on Hand (Float)	\$10.00			\$40.00	\$40.00	
Term Deposit 1 (SBS Bank)	\$15,000.00			\$15,248.18	\$21,406.09	(29%)
Term Deposit 2 (SBS Bank)	\$5,389.12	\$35.46		\$5,461.53	\$5,315.18	3%
Debtors		(\$745.00)	(\$537.00)	\$172.00	\$95.00	81%
Accrued Income	\$766.40					
Total Current Assets	\$29,288.61	\$45.98	(\$442.17)	\$31,375.79	\$32,698.01	(4%)

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	\$36,549.10	2%
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	\$69,352.53	(7%)
Total Assets	\$92,491.61	\$45.98	(\$442.17)	\$96,207.72	\$102,050.54	(6%)

Liabilities

Creditors	\$2,943.39	\$1,656.66	\$49.76	\$2,931.41	\$3,684.39	20%
Accrued Expenses	\$762.04	\$195.00	(\$195.00)			
Prepaid Vouchers Liability	\$2,529.00	(\$64.00)	(\$586.00)	\$2,734.00	\$2,552.50	(7%)
Waikato-Bays TWITs Control	\$381.05	(\$142.78)	\$529.00	\$491.27	\$290.03	(69%)
Income in Advance	\$90.00				\$50.00	100%
Total Liabilities	\$6,705.48	\$1,644.88	(\$202.24)	\$6,156.68	\$6,576.92	6%
Net Assets	\$85,786.13	(\$1,598.90)	(\$239.93)	\$90,051.04	\$95,473.62	(6%)

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		(\$1,598.90)	(\$239.93)	\$4,264.91	\$14,427.01	(70%)
Total Equity	\$85,786.13	(\$1,598.90)	(\$239.93)	\$90,051.04	\$95,473.62	(6%)