

CAMBRIDGE BRIDGE CLUB (INC)

Minutes of Meeting dated Thursday 17 October 2019 at 4.45pm

Present: Anne Blewden (President), Kevin Whyte (Treasurer), Vicki Jacobsen (Past-President), Jenny Oxley (Secretary), Allison Vince, Liz Clayton, Louise Chambers (Committee), Clare Coles (Club Captain)

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

APOLOGIES: Peter Hobman, Lesley Roberts, Sue McKenzie, Helen Wallwork, Mary Casey

CONFIRMATION OF MINUTES

Resolved: That the minutes of 12 September 2019 are confirmed with minor change re "Vicki prepared to assist with computer responsibilities". *Clayton/Chambers*

Matters Arising: Nil

TREASURER'S REPORT

	2019	2018	Change
YTD Surplus as at 30-Sep (DRAFT)	\$6,908	\$4,740	(46)%
Income			
Annual subscriptions (net)	\$8,927	\$8,457	6%
Tournament entry fees	\$13,876	\$14,892	(7)%
Total Table money collected	\$30,960	\$24,732	25%
Vouchers	\$26,348	\$16,414	61%
Vouchers discount	(\$3,268)		(100)%
Expenditure			
Affiliation fees & masterpoints	\$8,085	\$6,551	(23)%
Administration	\$2,690	\$2,085	(29)%
Tournament expenses	\$12,112	\$12,516	3%
Bridge Supplies	\$1,607	\$988	(63)%
Session Catering	\$2,046	\$1,582	(29)%
Social Events	\$3,556	\$2,749	(29)%
Repairs & maintenance	\$4,224	\$6,288	33%
Cleaning (incl wages)	\$2,196	\$3,083	29%
Balance Sheet			
Debtors	\$806	\$0	100%
Creditors	\$1,887	\$2,943	36%
Voucher liability (HELLO CLUB)	\$5,758	\$2,529	(128)%
SBS Current account	\$11,172	\$8,123	
SBS Term Investment No1	\$15,495	\$15,000	(matures 18-Dec-19)
SBS Term Investment No2	\$5,533	\$5,389	(matures 19-Sep-19)
Overall cash balance	\$32,200	\$28,512	13%

Key points for month/year

- 1) Bank balance as at **16-Oct = \$12,596**
- 2) **DRAFT ONLY** Annual accounts, with depreciation and other year-end accruals to be posted
Expecting to be close to break-even for the year with a cash surplus of \$5,000.
- 3) Table money collection **25%** up on last year - voucher usage up **61% (85% of total)**
- 4) Hello Club/(Compass) – fully reconciled as at 30-Sep, much effort but a rewarding outcome
- 5) Sponsorship invoices for 2020 now being prepared

Resolved: That the financial report be accepted.

Whyte/Oxley

CORRESPONDENCE

Inward:

- 13/9 Jane Stearns, re NZB resignation

- 17/9 Regional Conference agenda
- 24/9 Grant Middlemiss, hiring club 26 November
- 24/9 NZB, Youth player records

Outward:

- Thank you cards to sponsors

The inward correspondence was received and the outward approved.

PLAYING COMMITTEE REPORT

- Christmas Series – to ask Vanessa to be MC
- Survey re Monday daytime session: Anne to circulate result to Club members. Of those replied, 30 members wish to keep it the same, 10 would prefer 1 session and 23 might play should it be 1 session only. Decision to leave 2020 as is and review mid 2020 re 2021.
- Updates for Directors from NZ Bridge. Alan Joseph will be running Director's seminars in March 2020 for those not wanting to complete exams.
- Inge Marston prepared to be Partnership Steward for Monday sessions in 2020.
- HelloClub prizes manually adjusted for first and second position in Individual Series.
- Progressive Pairs – 4 sessions planned for 2020. Able to drop one score and have up to two subs.

GENERAL BUSINESS

1. \$160 received from Cambridge Fine Arts Gallery for sale of Kay Walsh painting.
2. **2020 Subscriptions:** Discussion re subscriptions and table money for 2020. After consideration of our financial position and need for building maintenance, the following motion is to be moved at 2019 AGM:
 "Table money be set at \$4 per session with the discount introduced for prepaid vouchers to no longer apply".

Whyte/Clayton Agreed unanimously
3. **Plumbed-in water filter dispenser:** Quote received for approximately \$1400 for new and \$600 for second hand.
Resolved: That a new plumbed-in water cooler be purchased. *Whyte/Clayton*
Peter to coordinate. Louise may be able to source suitable electrician.
4. **Intermediate Tournament:** Louise has food under control. Helpers and raffles organised. Director: Michael Neels. Scorer: Vicki.
5. **Cleaning Schedule:** To postpone discussion until Helen is in attendance.
6. **Babich NZ Wide Pairs tournament**, 1 November: Clare has organised wines. Michael Neels is buying pizza for those who indicate that want to pay an additional \$5 for dinner, prior to tournament. Indication that there may not be as many entries this year as apparently Waitomo is also providing a venue.
7. **Presentation to Ayako** for NZB Volunteer of the month: Richard Solomon will make this presentation on behalf of NZ Bridge on 7 November at Thursday afternoon session. Following discussion, decided that Cambridge Bridge Club should also contribute \$50 towards gift as a token of our appreciation.
8. **AGM :** *Mary* is organising dinner. *Louise* will assist. *Jenny* to advertise date and time. *Anne, Clare* and *Allison* to remind members to return cups asap. *Helen* and *Clare* to organise Prizegiving. Jenny able to assist.
9. **2020 Programme Book:** Under control. Mary progressing well with sponsorship.
10. **Fundraising Presentation** at Regional Conference. Kevin to peruse handouts. Michael has also forwarded to the Club to be retained in Dropbox under Prizegiving for future use.
11. **Committee 2020:** Anne to follow up further nomination for committee members.
12. **Bridge in the Garden 2020:** Date confirmed with Sue Aitken for 23 February.
13. **Bringo:** Considered an excellent idea for Charity evening. To introduce for that purpose in 2020.
14. **Hello Club:** Clare has trialled using Hello Club for email contact with members and reported that it is more user friendly than Pianola. Return emails are presently sent only to the Club but this feature is being worked on. Pianola subscription paid until June 2020. Re-subscribing is likely to be unnecessary. **To be reviewed in the New Year.** Clare offered to provide a training session on emailing through Hello Club next year, date to be advised.

Meeting closed at 6.05pm.

Next meeting to be held **Thursday 14 November 2019 at 4.45pm**

Month ending: 30-Sep-19

DRAFT

Op.Bal

Aug

Sep

Sep-19
YTD

Sep-18
YTD

% Vary

Profit & Loss Statement

Income

Subscriptions	\$23.00		\$9,386.50	\$8,773.00	7%
Subscriptions Rebate (LIFE)			(\$460.00)	(\$316.00)	(46%)
Joining Fees & Name Badges	\$15.00		\$735.00	\$330.00	123%
Table Money	\$140.00	\$68.00	\$4,612.00	\$8,317.70	(45%)
Table Money Vouchers	\$3,276.00	\$2,820.00	\$26,348.00	\$16,414.00	61%
Table Money Voucher Discounts	(\$279.00)	(\$417.00)	(\$3,268.00)		100%
Sponsorship (Competitions)			\$1,800.00	\$1,800.00	
Sponsorship (Programme)			\$480.00	\$360.00	33%
Grants & Donations			\$181.00	\$6,534.66	(97%)
Clubroom Hire	\$775.00		\$775.00	\$825.00	(6%)
Tournament Entry Fees	\$2,376.00		\$13,876.00	\$14,892.00	(7%)
Raffles	\$1,297.00		\$1,741.00	\$2,002.00	(13%)
Social Events Receipts			\$870.00	\$615.00	41%
Interest Received	\$0.68	\$34.65	\$513.10	\$802.73	(36%)
Sundry Income	\$112.00		\$1,304.35	\$661.75	97%
Total Income	\$7,735.68	\$2,505.65	\$58,893.95	\$62,011.84	(5%)

Expenditure

Administration	\$38.33	\$119.60	\$2,689.96	\$2,084.55	(29%)
Advertising			\$610.27	\$562.46	(9%)
Computer Expenses		\$57.50	\$1,040.91	\$1,448.89	28%
Electricity	\$158.28	\$60.23	\$1,415.70	\$1,693.37	16%
Postage & Box Rental			\$185.00	\$313.99	41%
Telephone & Broadband	\$117.10	\$115.43	\$1,411.09	\$1,416.38	0%
Website	\$275.02		\$1,188.12	\$2,169.34	45%
Session Catering	\$132.71	\$147.10	\$2,045.90	\$1,581.62	(29%)
Social Events Expenses			\$3,555.67	\$2,749.05	(29%)
Tournament Expenses	\$8,385.34		\$12,111.63	\$12,515.98	3%
Affiliation Fee & Masterpoints		\$1,421.81	\$8,085.15	\$6,551.18	(23%)
Director & Tutor Payments	\$324.00	\$108.00	\$1,584.00	\$1,158.99	(37%)
Bridge Supplies			\$1,606.72	\$988.40	(63%)
Prizes incl. Vouchers	\$429.00	\$340.00	\$4,171.68	\$3,282.86	(27%)
Gifts & Donations		\$400.00	\$950.21	\$223.45	(325%)
Sponsorship & Grants			\$200.00		(100%)
Bank Fees	\$12.36	\$12.94	\$68.42	\$15.00	(356%)
Equipment R&M	\$194.50		\$906.82	\$481.93	(88%)
Property R&M	\$12.00		\$3,316.91	\$5,805.76	43%
Insurance			\$1,504.15	\$1,450.77	(4%)
Lease on Land			\$247.25	\$247.25	
Rates (Water & Sewerage)		\$41.40	\$895.78	\$820.44	(9%)
Wages				\$1,280.00	100%
ACC Levies			(\$41.07)	\$41.07	
Cleaning & Supplies	\$180.00	\$146.27	\$2,236.11	\$1,761.59	(27%)
Depreciation Expense				\$6,628.00	100%
Total Expenditure	\$10,258.64	\$2,970.28	\$51,986.38	\$57,272.32	9%
Net Surplus/(Deficit)	(\$2,522.96)	(\$464.63)	\$6,907.57	\$4,739.52	46%

Month ending: 30-Sep-19

DRAFT

Balance Sheet

Current Assets

	Op.Bal	Aug	Sep	Sep-19 YTD	Sep-18 YTD	
Current Account (SBS Bank)	\$8,123.09	(\$5,093.19)	\$151.26	\$11,171.88	\$8,123.09	38%
Cash on Hand (Float)	\$10.00			\$100.00	\$10.00	900%
Term Deposit 1 (SBS Bank)	\$15,000.00			\$15,495.28	\$15,000.00	3%
Term Deposit 2 (SBS Bank)	\$5,389.12		\$34.65	\$5,532.66	\$5,389.12	3%
Debtors		\$673.93	(\$19.00)	\$806.00		100%
Accrued Income	\$766.40				\$766.40	(100%)
Total Current Assets	\$29,288.61	(\$4,419.26)	\$166.91	\$33,105.82	\$29,288.61	13%

Fixed Assets

Buildings at Cost	\$74,659.00			\$74,659.00	\$74,659.00	
Buildings Accum Dep'n	(\$41,256.00)			(\$41,256.00)	(\$41,256.00)	
Plant&Equipment at Cost	\$40,141.43			\$40,141.43	\$40,141.43	
Plant&Equipment Accum Dep'n	(\$23,473.00)			(\$23,473.00)	(\$23,473.00)	
Furniture&Fittings at Cost	\$37,027.57			\$39,650.20	\$37,027.57	7%
Furniture&Fittings Accum Dep'n	(\$23,982.00)			(\$23,982.00)	(\$23,982.00)	
Computer Equipment at Cost	\$3,192.00			\$4,599.50	\$3,192.00	44%
Computer Accum Dep'n	(\$3,106.00)			(\$3,106.00)	(\$3,106.00)	
Total Fixed Assets	\$63,203.00			\$67,233.13	\$63,203.00	6%
Total Assets	\$92,491.61	(\$4,419.26)	\$166.91	\$100,338.95	\$92,491.61	8%

Liabilities

Creditors	\$2,943.39	(\$1,064.80)	(\$264.46)	\$1,887.25	\$2,943.39	36%
Accrued Expenses	\$762.04				\$762.04	100%
Prepaid Vouchers Liability	\$2,529.00	(\$429.00)	\$896.00	\$5,758.00	\$2,529.00	(128%)
Waikato-Bays TWITs Control	\$381.05	(\$402.50)			\$381.05	100%
Income in Advance	\$90.00				\$90.00	100%
Total Liabilities	\$6,705.48	(\$1,896.30)	\$631.54	\$7,645.25	\$6,705.48	(14%)
Net Assets	\$85,786.13	(\$2,522.96)	(\$464.63)	\$92,693.70	\$85,786.13	8%

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		(\$2,522.96)	(\$464.63)	\$6,907.57	\$4,739.52	46%
Total Equity	\$85,786.13	(\$2,522.96)	(\$464.63)	\$92,693.70	\$85,786.13	8%