

CAMBRIDGE BRIDGE CLUB (INC)

Minutes of Meeting dated Thursday 12 April 2018 at 4.45pm

Present: Vicki Jacobsen (President), Anne Blewden (Vice-President), Kevin Whyte (Treasurer), Jenny Oxley (Secretary), Sue Peake, Peter Hobman, Liz Clayton, Allison Vince, Lesley Roberts, Helen Wallwork (Committee)

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

APOLOGIES: Clare Coles (Club Captain), Sue McKenzie, Calum MacLean

CONFIRMATION OF MINUTES

Resolved: That the minutes of 8 March 2018 are confirmed. *Blewden/Vince*

MATTERS ARISING

1. **Signage:** Peter updated committee.

Resolved: That Kaz Design develop concept for new signage at an hourly rate (up to \$400)

Hobman/Peake

2. **Chair Stoppers:** Vicki sourced stoppers for 50c each (\$2/chair for 40 chairs = \$80). To proceed with replacements.

3. **Building maintenance:** Leaks siliconed and nails in roof replaced with screws where leaking.

Still in need of builder to repair damaged boards at rear of building and repair leak – difficulty sourcing quotes as all builders so busy.

Working bee to be planned to paint window sills.

4. **Lessons update:** Anne advised going well – have 15 new learners and 5 returnees. Committee to provide assistance on Tuesday nights at completion of lessons. **Anne, Allison and Liz** to contact last years players who have not returned re opportunity to play on Tuesday night 7 – 9pm.

TREASURER'S REPORT

	2018	2017	Change
YTD Surplus as at 31-Mar	\$15,153.98	\$3,551.60	+326.7%
Annual subscriptions	\$8,247.00	\$7,396.00	+11.5%
Total Table money collected	\$9,116.40	\$8,257.50	+10.4%
Vouchers	\$4,368.00	\$2,187.00	+99.7%
Debtors	\$717.00	\$200.00	+258.5%
Creditors	\$2,847.46	\$3,810.84	-25.3%
Bank balances			
SBS Current account	\$3,961.94	\$6,065.82	
SBS Term Investment No1	\$21,406.09	\$20,682.58	(matures 18-Jun-18)
SBS Term Investment No2	\$5,315.18	\$5,170.31	(matures 19-Jun-18)

Highlights for month/year

- 1) Bank balance as at 12-Apr = \$4,599.85
- 2) Table money collection still 11.5% up on last year – voucher usage is now 48% (26%)
- 3) Debtor collection \$517 behind last year –last of subs & sponsors being followed up
\$477 Subs owing (\$90 paid on 10-Apr)
\$240 Sponsorship owing (\$120 paid on 09-Apr)
- 4) Charities Commission annual return filed on 29-Mar

- Slips for table money trialled at Thursday afternoon session
- To change code to office as too many members have access.
- Still 2 sponsorships outstanding – **Anne & Kevin** to follow up.

Whyte/Hobman

CORRESPONDENCE

Inward:

- 13/3 NZB re Board Election results
- 18/3 Dayelle Cloe re retirement from cleaner position. To express thanks and present flowers and voucher to her Monday night.
- 22/3/18 Waikato/Bays re rubber bridge
- 27/3/18 NZB re Social Media Best Practice
- 27/3/18 NZB re NZ Bridge Foundation - Opportunities to assist as a Trustee
- 27/3/18 NZB, Chairman's letter
- 2/4/18 Waikato/Bays re 2018 Tournaments
- 2019 schedule from Rona Driscoll – to approve
- 10/4 NZB Board Minutes
- 10/4 NZB Player Survey Toplines

Outward:

- Thank you cards to sponsors of completed series
- 15/3/18 NZB Ballot papers
- 17/3/18 Jane Stearns

The inward correspondence was received and the outward approved.

Vince/Peake

PLAYING COMMITTEE REPORT

Presented by Vicki.

- Email from Jane Stearns re Open players during Intermediate Champs addressed.
- Karen Marteletti to provide improver lesson for Open players 4 – 9pm – date to be re-scheduled.
- Pianola Plus now available to all club members. **Clare** to provide training. **Jenny** to give interim advice so individual subscriptions can be cancelled.

GENERAL BUSINESS

1. **Sixes** – meeting 1 May at 5pm at Di's (attendees Clare, Michael, Vicki, Alyson and Di) to confirm with Di Emms.
2. **Nesting Pairs** – Email from Jane Stearns informing us that there are over 170 people nationwide taking advantage of the course which is valuable feedback with regards to the money invested from CBC in the project. **Jenny** to thank Jane for update.
3. **80s Plus Hight Tea** (8 May) – Helen Hicks kindly organising again. **Jenny** to produce poster.
4. Thanks to Helen for organising bookshelf/library.
5. Request from Grant Middlemiss for use of rooms on 12 May for NZ Historic Federation. Approved. \$100 charge.
6. In future to ensure that donations to club remain anonymous or check with benefactor and be mindful of their wishes.

Meeting closed at 5.30pm.

The next meeting to be held on **Thursday 10 May at 4.45pm**

Month ending: 31-Mar-18

	Op.Bal	Feb	Mar	Mar-18 YTD	Mar-17 YTD	% Vary
Profit & Loss Statement						
Income						
Subscriptions		\$153.00	\$27.00	\$8,427.00	\$7,711.00	9.3%
Subscriptions Rebate (LIFE)				(\$270.00)	(\$450.00)	(40.0%)
Joining Fees & Name Badges		\$30.00		\$90.00	\$135.00	(33.3%)
Table Money		\$722.60	\$891.00	\$4,748.40	\$6,070.50	(21.8%)
Table Money Vouchers		\$1,368.00	\$1,484.00	\$4,368.00	\$2,187.00	99.7%
Sponsorship (Competitions)				\$1,800.00	\$1,490.00	20.8%
Sponsorship (Programme)				\$360.00	\$300.00	20.0%
Sponsorship (Tournament)					\$605.00	(100.0%)
Grants & Donations		\$10.00		\$6,390.66	\$105.00	5,986.3%
Tournament Entry Fees		\$819.00	\$241.00	\$3,766.00	\$2,440.00	54.3%
Raffles				\$328.00	\$376.40	(12.9%)
Social Events Receipts				\$615.00	\$2,130.00	(71.1%)
Interest Received		\$0.59	\$36.34	\$433.50	\$204.98	111.5%
Sundry Income		\$21.25	\$100.00	\$403.75	\$412.50	(2.1%)
Total Income		\$3,124.44	\$2,779.34	\$31,460.31	\$23,717.38	32.7%
Administration		\$108.95	\$111.61	\$988.33	\$1,527.18	35.3%
Computer Expenses			\$326.00	\$476.00	\$302.10	(57.6%)
Electricity		\$148.75	\$83.59	\$722.58	\$670.85	(7.7%)
Postage & Box Rental		\$205.00		\$313.99	\$225.00	(39.6%)
Telephone & Broadband		\$116.77	\$117.94	\$708.28	\$699.72	(1.2%)
Website		\$158.75		\$158.75	\$157.40	(0.9%)
Session Catering		\$147.56	\$194.90	\$663.02	\$613.62	(8.1%)
Social Events Expenses			\$430.97	\$2,051.04	\$4,910.82	58.2%
Tournament Expenses		\$548.32		\$2,457.16	\$2,124.23	(15.7%)
Affiliation Fee & Masterpoints		\$550.16		\$2,056.38	\$3,170.78	35.2%
Bridge Supplies		\$37.90		\$227.90		(100.0%)
Prizes incl. Vouchers		\$97.75		\$590.86	\$601.83	1.8%
Gifts & Donations		\$94.97		\$223.45	\$349.08	36.0%
Equipment R&M			\$85.88	\$237.66	\$309.33	23.2%
Property R&M		\$152.91	\$1,057.35	\$1,976.80	\$1,753.07	(12.8%)
Lease on Land					\$248.00	100.0%
Rates (Water & Sewerage)			\$546.32	\$590.78	\$600.92	1.7%
Wages		\$200.00	\$320.00	\$1,280.00	\$1,260.00	(1.6%)
ACC Levies					\$40.34	100.0%
Cleaning Supplies		\$19.23	\$22.97	\$323.62	\$141.05	(129.4%)
Total Expenditure		\$2,741.75	\$3,402.53	\$16,306.33	\$20,165.78	19.1%
Net Surplus/(Deficit)		\$382.69	(\$623.19)	\$15,153.98	\$3,551.60	326.7%

Month ending: 31-Mar-18

	Op.Bal	Feb	Mar	Mar-18 YTD	Mar-17 YTD	
Balance Sheet						
Current Assets						
Current Account (SBS Bank)	\$2,708.83	\$222.49	\$631.79	\$3,961.94	\$6,065.82	(34.7%)
Cash on Hand (Float)	\$40.00			\$40.00	\$40.00	
Term Deposit 1 (SBS Bank)	\$21,048.69			\$21,406.09	\$20,682.58	3.5%
Term Deposit 2 (SBS Bank)	\$5,243.03		\$36.20	\$5,315.18	\$5,170.31	2.8%
Debtors	\$53.00	(\$1,380.56)	(\$1,063.44)	\$717.00	\$200.00	258.5%
Accrued Income	\$209.52	\$5.00	(\$10.00)	\$204.52		100.0%
Total Current Assets	\$29,303.07	(\$1,153.07)	(\$405.45)	\$31,644.73	\$32,158.71	(1.6%)
Fixed Assets						
Buildings at Cost	\$74,659.00			\$74,659.00	\$74,659.00	
Buildings Accum Dep'n	(\$39,763.00)			(\$39,763.00)	(\$38,270.00)	(3.9%)
Plant&Equipment at Cost	\$39,142.44			\$39,941.44	\$38,215.54	4.5%
Plant&Equipment Accum Dep'n	(\$21,621.00)			(\$21,621.00)	(\$19,674.00)	(9.9%)
Furniture&Fittings at Cost	\$24,058.80			\$36,366.09	\$24,058.80	51.2%
Furniture&Fittings Accum Dep'n	(\$20,720.00)			(\$20,720.00)	(\$19,885.00)	(4.2%)
Computer Equipment at Cost	\$3,192.00			\$3,192.00	\$3,192.00	
Computer Accum Dep'n	(\$3,085.00)			(\$3,085.00)	(\$3,058.00)	(0.9%)
Total Fixed Assets	\$55,863.24			\$68,969.53	\$59,238.34	16.4%
Total Assets	\$85,166.31	(\$1,153.07)	(\$405.45)	\$100,614.26	\$91,397.05	10.1%
Liabilities						
Creditors	\$3,312.70	(\$1,662.76)	\$329.53	\$2,847.46	\$3,810.84	25.3%
Prepaid Vouchers Liability	\$747.00	\$102.00	(\$224.00)	\$1,409.00	\$105.00	(1,241.9%)
Income in Advance	\$60.00	\$25.00		\$45.00		(100.0%)
Total Liabilities	\$4,119.70	(\$1,535.76)	\$217.74	\$4,413.67	\$3,915.84	(12.7%)
Net Assets	\$81,046.61	\$382.69	(\$623.19)	\$96,200.59	\$87,481.21	10.0%
Equity						
Accumulated Funds	\$96,507.01			\$96,507.01	\$96,507.01	
Retained Earnings	(\$15,460.40)			(\$15,460.40)	(\$12,577.40)	22.9%
Current Year Earnings		\$382.69	(\$623.19)	\$15,153.98	\$3,551.60	326.7%
Total Equity	\$81,046.61	\$382.69	(\$623.19)	\$96,200.59	\$87,481.21	10.0%