

CAMBRIDGE BRIDGE CLUB (INC)

Minutes of Meeting dated Thursday 18 January 2018 at 4.45pm

Present: Vicki Jacobsen (President), Anne Blewden (Vice-President), Kevin Whyte (Treasurer), Clare Coles (Club Captain), Jenny Oxley (Secretary), Peter Hobman, Sue Peake, Liz Clayton, Sue McKenzie, Alison Vince, Helen Wallwork (Committee)

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

APOLOGIES: Lesley Roberts, Calum MacLean

CONFIRMATION OF MINUTES

Resolved: That the minutes of 14 December 2017 are confirmed. *Blewden/Clayton*

MATTERS ARISING:

1. **Signage.** No further development.
2. **Presentation of certificates 2018.** Discussed under Playing Report.

TREASURER'S REPORT

YTD Surplus as at 31-Dec	\$15,987.24	\$4,671.34 (Dec-16)
Debtors	\$3,900.27	
Creditors	\$7,102.00	
Balances as at 17-Jan		
SBS Current account	\$7,941.64	
SBS Term Investment No1	\$21,406.09	(matures 18-Jun-18)
SBS Term Investment No2	\$5,278.98	(matures 19-Mar-18)

Highlights for the month

- 1) Pub Charity Grant application successful - \$6,365.66 received on 07-Dec
 - 2) Total cost of upholstery is \$6,286.03 (Gst excl) – \$79.63 less than Grant
 - 3) \$4,986.85 spent on carpet tiles so far
- To put reminder to pay subs on website (**Vicki**) and to include in notices (**Clare**)

Whyte/Hobman

Resolved: That the signatories for bank accounts be updated. Karen Payne and Michael Neels to be removed. Vicki Jacobsen (President) to remain and Kevin Whyte (Treasurer) and Jenny Oxley (Secretary) to be instated.

Whyte/Vince

CORRESPONDENCE

Inward:

- 8/1/18 LGB, confirmation of grant approval
- 8/1/18 NZB, International programme 2018
- 8/1/18 NZB, Volunteer of Month letter
- 17/1/18 Jane Stearns, request to support Gaslight Theatre's application for funding

Outward:

- Thank you cards to sponsors of completed series.
- 16/1/18 Thank you email to Bruce Edwards for quote.

The inward correspondence was received and the outward approved.

Blewden/Clayton

PLAYING COMMITTEE REPORT:

- **Prize Giving 2018:** To revert to format of three years ago where all certificates for each individual are presented together. Decided that too time consuming for certificates to be presented at completion of each series plus good to provide members with their "chance to shine".
Also, recipients to come forward rather than certificates being taken to them.
Prize giving to be held on Monday evening (rather than Thursday as for 2017).
- **New prizes:**
 - Best X Club result for the year for each session
 - Points prize to be replaced with Best Score. Wednesday to be on handicap.
 - Most improved player to be based on rating points to encourage tournament play and league participation (one for each grade)
 - Recognition for those who attend the club most regularly, eg free table money voucher
- **Fairlands:** To include separate group of Cambridge players below cut off as Te Awamutu generally unable to field as many players as Cambridge. This to run in a separate section.
- **Monday Night Teams:** To consider including a second teams event in 2019 using a mixed ability format.

Coles/Blewden

GENERAL BUSINESS

1. Time for committee meetings to remain at 4.45pm on second Thursday of each month.
2. Planning checklist and position responsibilities distributed by Vicki. Committee specially reminded of the need to collect money as soon as they get an opportunity at the beginning of play. First committee member to arrive to get vouchers out and sit at high table to sell them. The \$4 table money now means that \$1 coins are required as change. **Kevin** to organise a float of \$1 coins (say \$20) to be available for change
3. Promotion of Improver Lessons: To send poster to other clubs (**Clare**). Clare advised that the order of lessons may need to change as NZB lesson content will not be available until end of February.
4. Promotion of Beginner's Lessons (commencing 20 March 2018):
 - Playing in town at market day 11 February
 - Posters to be displayed in shops and club window
 - To promote in Cambridge Grape Vine and Neighbourly
 - **Anne** to organise a small sub-committee to help her with this.
5. Themes for team's events: 'The Commonwealth' for Monday night and Wednesday night to be decided at next meeting.
6. Positioning of board holding names to be trialled on existing white board at front of room.
7. Liz thanked everyone for the work done over the holidays (painting, new carpet, re-upholstered chairs) and seconded by Anne. Tokens of appreciation to be made to Grant Middlemiss, David Peake, Michael Neels and Mike Oxley. **Jenny**
8. Peter suggested similar working bee to paint window frames, etc. Also leaks in building at rear and in lobby need addressing. **Peter** to contact local builder (Kevin will refer a builder and go ahead with necessary repairs).
9. Increased use of vouchers for table money noted.
10. Concern re issue of prize vouchers raised. These are given out the following week, however recognised that sometimes reminders are occasionally necessary.

Meeting closed at 6pm.

The next meeting to be held on **Thursday 15 February at 4.45pm**

Month ending: 31-Dec-17

	Op.Bal	Nov	Dec	Dec-17 YTD	Dec-16 YTD	% Vary
Profit & Loss Statement						
Income						
Subscriptions			\$8,292.00	\$8,292.00	\$7,450.00	11.3%
Subscriptions Rebate (LIFE)			(\$315.00)	(\$315.00)	(\$450.00)	(30.0%)
Joining Fees & Name Badges		\$15.00	\$30.00	\$45.00	\$15.00	200.0%
Table Money		\$1,638.80	\$201.00	\$2,715.80	\$2,923.00	(7.1%)
Table Money Vouchers		\$522.00	\$63.00	\$948.00	\$762.00	24.4%
Sponsorship (Competitions)		\$1,800.00		\$1,800.00	\$1,490.00	20.8%
Sponsorship (Programme)		\$360.00		\$360.00	\$300.00	20.0%
Grants & Donations			\$6,375.66	\$6,375.66	\$65.00	9,708.7%
Tournament Entry Fees		\$2,656.00		\$2,706.00	\$1,775.00	52.5%
Raffles		\$328.00		\$328.00	\$376.40	(12.9%)
Social Events Receipts		\$110.00	\$505.00	\$615.00	\$2,130.00	(71.1%)
Interest Received		\$0.25	\$394.71	\$394.96	\$170.18	132.1%
Sundry Income		\$150.00	\$126.50	\$280.50	\$74.00	279.1%
Total Income		\$7,580.05	\$15,672.87	\$24,545.92	\$17,080.58	43.7%
Administration		\$130.70	\$589.35	\$720.05	\$814.82	11.6%
Computer Expenses		\$150.00		\$150.00	\$302.10	50.4%
Electricity		\$149.94	\$116.53	\$418.85	\$387.49	(8.1%)
Postage & Box Rental			\$108.99	\$108.99	\$40.00	(172.5%)
Telephone & Broadband		\$120.92	\$116.08	\$359.00	\$353.02	(1.7%)
Session Catering		\$108.22		\$198.76	\$286.88	30.7%
Social Events Expenses		\$1,327.25	\$162.90	\$1,619.07	\$4,427.36	63.4%
Tournament Expenses		\$553.85		\$1,215.67	\$1,208.99	(0.6%)
Affiliation Fee & Masterpoints			\$1,506.22	\$1,506.22	\$1,617.82	6.9%
Director & Tutor Payments		\$128.00		\$128.00		(100.0%)
Prizes incl. Vouchers		\$903.11		\$903.11	\$201.25	(348.8%)
Gifts & Donations			\$76.48	\$76.48	\$349.08	78.1%
Equipment R&M		\$11.79		\$11.79		(100.0%)
Property R&M		\$52.50	\$100.70	\$238.20	\$1,603.07	85.1%
Lease on Land					\$248.00	100.0%
Rates (Water & Sewerage)			\$44.46	\$44.46	\$75.51	41.1%
Wages		\$200.00	\$120.00	\$600.00	\$460.00	(30.4%)
Cleaning Supplies		\$17.98		\$260.03	\$33.85	(668.2%)
Total Expenditure		\$3,854.26	\$2,941.71	\$8,558.68	\$12,409.24	31.0%
Net Surplus/(Deficit)		\$3,725.79	\$12,731.16	\$15,987.24	\$4,671.34	242.2%

Month ending: 31-Dec-17

	Op.Bal	Nov	Dec	Dec-17 YTD	Dec-16 YTD	
Balance Sheet						
Current Assets						
Current Account (SBS Bank)	\$2,708.83	\$1,336.98	\$3,286.47	\$6,381.07	\$3,483.31	83.2%
Cash on Hand (Float)	\$40.00			\$40.00		100.0%
Term Deposit 1 (SBS Bank)	\$21,048.69		\$357.40	\$21,406.09	\$20,682.58	3.5%
Term Deposit 2 (SBS Bank)	\$5,243.03		\$35.95	\$5,278.98	\$5,136.75	2.8%
Debtors	\$53.00	\$2,100.00	\$5,002.00	\$7,102.00	\$5,449.00	30.3%
Accrued Income	\$209.52			\$209.52		100.0%
Total Current Assets	\$29,303.07	\$3,436.98	\$8,681.82	\$40,417.66	\$34,751.64	16.3%
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	\$35,686.69	11.9%
Plant&Equipment Accum Dep'n	(\$21,621.00)			(\$21,621.00)	(\$19,674.00)	(9.9%)
Furniture&Fittings at Cost	\$24,058.80		\$4,448.22	\$28,507.02	\$24,058.80	18.5%
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		\$4,448.22	\$61,110.46	\$56,709.49	7.8%
Total Assets	\$85,166.31	\$3,436.98	\$13,130.04	\$101,528.12	\$91,461.13	11.0%
Liabilities						
Creditors	\$3,312.70	(\$36.81)	\$326.88	\$3,900.27	\$2,860.18	(36.4%)
Prepaid Vouchers Liability	\$747.00	(\$192.00)	\$72.00	\$594.00		(100.0%)
Income in Advance	\$60.00	(\$60.00)				
Total Liabilities	\$4,119.70	(\$288.81)	\$398.88	\$4,494.27	\$2,860.18	(57.1%)
Net Assets	\$81,046.61	\$3,725.79	\$12,731.16	\$97,033.85	\$88,600.95	9.5%
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		\$3,725.79	\$12,731.16	\$15,987.24	\$4,671.34	242.2%
Total Equity	\$81,046.61	\$3,725.79	\$12,731.16	\$97,033.85	\$88,600.95	9.5%