

CAMBRIDGE BRIDGE CLUB (INC)

Minutes of Meeting dated Thursday 8 November 2018 at 4.45pm

Present: Vicki Jacobsen (President), Anne Blewden (Vice-President), Kevin Whyte (Treasurer), Jenny Oxley (Secretary), Clare Coles (Club Captain), Liz Clayton, Calum MacLean, Sue Peake, Allison Vince, Lesley Roberts, (Committee)

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

APOLOGIES: Sue McKenzie, Peter Hobman, Helen Wallwork

CONFIRMATION OF MINUTES

Resolved: That the minutes of 18 October 2018 are confirmed. *Roberts/Vince*

MATTERS ARISING

- **Cleaner:** New cleaner doing a good job in one and a quarter hours per week. Consideration given to cleaning two times per week given high use of facilities. Anne & Sue to meet with cleaner to discuss.
Sue P to purchase larger bins for toilet.
Disposal of rubbish via recycling and rubbish collection working well provided everyone is aware of the need for it to be put out on a Monday night.
- **Programme Sponsors:** Going well. Programme draft anticipated in 10 days.
- **Bridge in the Garden:** Sue Aitken has offered to hold this at her home. Anne to discuss date with her.
- Discussion re whether mileage chart needed in programme book. Agreed not to include mileage but to include a list of Waikato Bays clubs with their contact telephone numbers.
- **Honours Board:** Advised that able to reduce size of print to allow for more names as required. Discussion re need for shield for Grand Masters. *Deferred until 2019.*

TREASURER'S REPORT

	2019	2018	Change
YTD Surplus as at 31-Oct	\$1,307.38	\$(716.96)	+282%
Annual subscriptions (net)	\$213.50	\$0.00 -	+100%
Total Table money collected	\$2,102.50	\$1329.00	+58%
Vouchers	\$1,669.50	\$453.00	+269%
Debtors	\$0.00	\$0.00	+0%
Creditors	\$4,975.55	\$3,857.45	-29%
Voucher liability	\$2,623.50	\$714.00	-267%
Bank balances			
SBS Current account	\$11,541.08	\$1,757.62	
SBS Term Investment No1	\$15,000.00	\$21,048.69	(matures 18-Dec-18)
SBS Term Investment No2	\$5,389.12	\$5,243.03	(matures 19-Dec-18)

Highlights for month/year

- 1) Bank balance as at 01-Nov = \$11,544.08
- 2) Table money collection 58% up on last year – voucher usage up 269% (79% of total)
- 3) TWITs balance = \$105.05 (Balance Sheet) – will carry forward to 2019 TWITs
- 4) Annual Accounts off to Malcom Hill for his Audit review tomorrow – tight deadline

Resolved: That the financial report be accepted. *Whyte/MacLean*

CORRESPONDENCE

Inward:

- Nil of note

Outward:

- Thank you cards to sponsors of completed series

The inward correspondence was received and the outward approved.

Peake/Whyte

PLAYING COMMITTEE REPORT

- No meeting held.
- Reported good attendance at Babich MZ wide Pairs. Short of booklets – need to check with Clare re numbers in future.
- Intermediate tournament ran well.
- Christmas Series – Clare will promote on website. \$100 budget for prizes. Decision made that drinks will be available at \$5 and table money required for the first two weeks, and no table money and free drinks for the final night.

GENERAL BUSINESS

1. AGM

Catering by Gourmet Delicious confirmed at \$30/head.

Calum to arrange plates and cutlery.

3 helpers required to be paid \$20/hr each.

Club to be decorated week before Christmas Series - committee to meet at club at 4pm on Sunday 25 November.

Setting up for AGM to be completed Sunday 2 December at 4pm, followed by pot luck at Sue's.

2. **Annual Accounts:** Draft accounts were approved in principle

Whyte/MacLean

3. Club computer needs replacing. **Liz and Kevin** to seek advice from Green Mouse Computing and also check with Michael Neels.

Moved that computer needs be investigated, and that the Club proceed with suitable purchase.

Peake/Vince

4. **Art Work:** Decision to consult with founding and early club members re need to hang Kay Walsh painting (presently in safe keeping). **Sue P** to contact those members.

5. **Committee end of year pot luck dinner.** To be held at Sue & David Peake's home Sunday 2 December, following set-up of clubrooms for AGM. Please let Sue know if going and dish.

Meeting closed at 6.15pm.

The next meeting to be held on **Thursday 6 December at 4.45pm.**

Month ending: 31-Oct-18

	Op.Bal	Oct	Oct-18 YTD	Oct-17 YTD	% Vary
<u>Profit & Loss Statement</u>					
<u>Income</u>					
Subscriptions		\$138.50	\$138.50		100%
Joining Fees & Name Badges		\$75.00	\$75.00		100%
Table Money		\$433.00	\$433.00	\$876.00	(51%)
Table Money Vouchers		\$1,669.50	\$1,669.50	\$453.00	269%
Sponsorship (Competitions)		\$60.00	\$60.00		100%
Tournament Entry Fees		\$2,050.00	\$2,050.00	\$50.00	4,000%
Raffles		\$353.00	\$353.00		100%
Interest Received		\$1.74	\$1.74		100%
Sundry Income		\$126.00	\$126.00	\$40.00	215%
Total Income		\$4,906.74	\$4,906.74	\$1,419.00	246%
<u>Expenditure</u>					
Administration		\$39.60	\$39.60		(100%)
Electricity		\$111.14	\$111.14	\$152.38	27%
Telephone & Broadband		\$119.72	\$119.72	\$122.00	2%
Session Catering		\$242.78	\$242.78	\$90.54	(168%)
Social Events Expenses				\$128.92	100%
Tournament Expenses		\$1,301.83	\$1,301.83	\$661.82	(97%)
Affiliation Fee & Masterpoints		\$837.20	\$837.20		(100%)
Director & Tutor Payments		\$120.00	\$120.00		(100%)
Prizes incl. Vouchers		\$189.00	\$189.00	\$126.00	(50%)
Property R&M		\$80.00	\$80.00	\$85.00	6%
Lease on Land		\$247.25	\$247.25	\$247.25	
Wages				\$280.00	100%
Cleaning & Supplies		\$310.84	\$310.84	\$242.05	(28%)
Total Expenditure		\$3,599.36	\$3,599.36	\$2,135.96	(69%)
Net Surplus/(Deficit)		\$1,307.38	\$1,307.38	(\$716.96)	282%

Month ending: 31-Oct-18

Balance Sheet

Current Assets

	Op.Bal	Oct	YTD	YTD	
Current Account (SBS Bank)	\$8,123.09	\$3,420.99	\$11,544.08	\$1,757.62	557%
Cash on Hand (Float)	\$10.00	\$30.00	\$40.00	\$40.00	
Term Deposit 1 (SBS Bank)	\$15,000.00		\$15,000.00	\$21,048.69	(29%)
Term Deposit 2 (SBS Bank)	\$5,389.12		\$5,389.12	\$5,243.03	3%
Accrued Income	\$766.40	(\$621.00)	\$145.40	\$209.52	(31%)
Total Current Assets	\$29,288.61	\$2,829.99	\$32,118.60	\$28,298.86	14%

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	\$39,941.44	1%
Plant&Equipment Accum Dep'n	(\$23,473.00)		(\$23,473.00)	(\$21,621.00)	(9%)
Furniture&Fittings at Cost	\$37,027.57		\$37,027.57	\$24,058.80	54%
Furniture&Fittings Accum Dep'n	(\$23,982.00)		(\$23,982.00)	(\$20,720.00)	(16%)
Computer Equipment at Cost	\$3,192.00		\$3,192.00	\$3,192.00	
Computer Accum Dep'n	(\$3,106.00)		(\$3,106.00)	(\$3,085.00)	(1%)
Total Fixed Assets	\$63,203.00		\$63,203.00	\$56,662.24	12%
Total Assets	\$92,491.61	\$2,829.99	\$95,321.60	\$84,961.10	12%

Liabilities

Creditors	\$2,943.39	\$2,032.16	\$4,975.55	\$3,857.45	(29%)
Accrued Expenses	\$238.05	(\$238.05)			
Prepaid Vouchers Liability	\$2,529.00	\$94.50	\$2,623.50	\$714.00	(267%)
Waikato-Bays TWITs Control	\$381.05	(\$276.00)	\$105.05		(100%)
Income in Advance	\$90.00	(\$90.00)		\$60.00	100%
Total Liabilities	\$6,181.49	\$1,522.61	\$7,704.10	\$4,631.45	(66%)
Net Assets	\$86,310.12	\$1,307.38	\$87,617.50	\$80,329.65	9%

Equity

Accumulated Funds	\$96,507.01		\$96,507.01	\$96,507.01	
Retained Earnings	(\$10,196.89)		(\$10,196.89)	(\$15,460.40)	34%
Current Year Earnings		\$1,307.38	\$1,307.38	(\$716.96)	(282%)
Total Equity	\$86,310.12	\$1,307.38	\$87,617.50	\$80,329.65	9%