

Meeting name:	Committee Meeting		
Location:	Cambridge Bridge Club		
Date:	17 February 2025	Time:	5:45pm
Chairperson:	Clare Coles	Minutes by:	Raelene Taylor, Secretary
Attendees:	Kim Grounds, Kevin Whyte, Sue Keating, Michael Neels, Anna Singlewood, Ian Moore, Nandy Costa, Mikayla Lewis, Paul Phillips		
Apologies:	Bill Bailey		

Item:	Details:	Speaker
1 Welcome	Clare welcomed all to the meeting:	Clare
2 Confirmation of Minutes	Minutes of previous Committee Meeting held on 20 January 2025 confirmed as a true and correct record. Moved Paul Seconded Mikayla Carried	Clare
3 Matters Arising	None	
4 Outstanding Actions		
Α	Write / review and edit as required role responsibilities Update: Paul to write details of dealing processes Completed	Paul
В	Kevin to advise Charities Commission of new committee details Completed	Kevin
С	To confirm whether a \$20 per week or a flat rate is more appropriate for session sponsorship prizes. Agreed \$60 total for each series Completed	Kevin
D	To investigate identification of new session sponsors Discussion was had. Different levels of sponsorship suggested. Ongoing work – to be discussed in future.	Mikayla



Item:	Details:	Speaker
	Suggestions re: Resonate; Wholly Cow – both to be approached at some point	
	Mikayla to speak to Resonate as soon as possible – potential advertising on Cambridge Junior Tournament flyer 29 March. Suggested \$250 - \$300.	
Е	To investigate whether or not prizes are appropriate for Monday sessions	Clare
	Membership canvassed – good idea for 2026.	
	Completed	
F	Note and action the requirement to make changes with respect to Privacy as agreed by the committee. Refer to Inwards Correspondence in the minutes of January 2025 committee meeting	Vicki
	Raelene to check progress with Vicki	Raelene
G	Waikato Interclub competition.	Clare
	Clare to make contact with Waikato Bays for advice re which club should be on the NZB website.	
	Approached – awaiting response. Completed.	
	Clare to follow up with Morrinsville Club as to whether it can host the 2025 event with Cambridge organising it.	
	Clare contacted – unable to assist hosting the competition. Completed.	
	Kevin to confirm whether Cambridge can claim and retain the \$30 (or more?) per team to use for catering costs etc to host interclub	Kevin
	See Playing committee Report below for further progress	
Н	Put Health and Safety onto the Agenda	Raelene
	Completed	
I	Arrange for suitably qualified cleaner to remove mould from bathrooms	Bill,Paul
	Update: Bill advised the men's toilet ceiling has been cleaned.	
	Bill needs to arrange further cleaning on <u>both</u> toilet ceilings. (Mens' needs further cleaning).	Bill



Item:	Details:	Speaker
J	Purchase cordless, upright vacuum cleaner. Budget \$250 - Completed	Anna
	Michael to dispose of any old batteries	Michael
К	Next Newsletter. Advise membership details for over 90 year-olds. Ongoing	Clare
L	Raelene to send card and a small gift as a thanks to Anna Kalma for her work on Facebook and promotional work. Completed	Raelene
M	Clare to arrange strategy meeting to discuss options for bathroom renovations – March/April. Clare gave an overview of how she wanted to canvas input from club members. Clare will decide and communicate to members a Thursday in March at 4:15pm for her presentation.	Clare
	Kevin to approach his daughter Anna to give a legal view re the clubrooms lease terms, particularly with respect to renewal and cancellation.	Kevin

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February			
Promote Cambridge Junior and Novice Pairs – 29 March	Actions for:		
 Decide entry fee \$30 per person, except Novice \$15 per person Clipboard for entries Kim 	Kim, Mikayla, Michael, Nandy, Anna, Ayako		
 Poster prepared and distributed Kim. Mikayla to advise if any sponsorship from Resonate – if so poster to recognise 			
 Promote Website and WhatsApp Website – Michael after Beginner's lessons have started WhatsApp – Nandy 			
Set up and directing: Pam and Ian			
Scoring: Vicki			
Novice Pairs: 4 tables Max 8 pairs			



Prizes: Anna S to buy session prize wine with input from Allison Vince. Kevin to organise prize money. First to third juniors plus best novice pair.	
Ayako: Prepare envelopes	
2 March: Promote Bridge in the Garden	
- Tables, chairs, pens, etc., scoring, BBQ, drinks	
Clare: Directing	Clare
Paul: Tables and dealing	Paul
Raelene: To arrange Ian T to collect glasses, bidding pads, pens, ice cream containers etc	Raelene
Michael: Scoring	Michael
Anna S: To buy wine; meat (Vicki to advise quantities), sauces, etc	Anna
Umbrellas: Ian M and Clare	lan and Clare
Committee to meet on day at 11:30am at clubrooms – set up noon at Kim's	
End February – Membership list updated on basis of paid subs	Vicki, Kevin
Ongoing	
Advise NZB of Member deletions, additions	Vicki
Ongoing	
Directors for all tournaments confirmed	Pam, Ian
Further discussion at next playing Committee meeting	
Confirm all sponsorship money received	Kevin
Ongoing – invoices yet to be sent	
Decide date for Junior restricted fun afternoon	lan
Discussion re one Sunday afternoon per month – ideally winter. Soup, buns and casual bridge	
Ongoing	
March	
2 March: Bridge in the Garden	
29 March: Cambridge Junior and Novice Pairs	



31 March Swiss pairs: pre-entry by 12 March	lan
Report to Charities Commission	Kevin
Update Asset Register	Kevin
Stocktake library	Sue
Improver lessons – ongoing	
9 August Cambridge Sixes Tournament: Checklist and appointment of sub-committee	Sub-committee
Improver lessons: concluding 20 March	

6 Treasurer's	Balance Sheet tabled.	Kevin
Report	Kevin advised:	
	Deficit as at end of January – subs processed from 1 February will rectiy.	
	Table money is up.	
	\$6 per person to NZB for each tournament.	
	Kevin is to report on membership numbers at next meeting	Kevin
	Motion to accept the Treasurer's report: Moved Kevin, Seconded Michael, Carried	
7 Health and Safety	Nothing to report	
8 Correspondence	Inward: (Nothing apart from BAU)	
	Nothing	
	Outward: (Thank you notes to sponsors of past period competitions)	
	Nothing	
9 Playing	lan reported:	
Committee report	Waikato Bays Interclub Teams 22 June 2025. While this was a great success last year our rooms are too small to hold this comfortably. Vicki, Pam and Allison will check whether we can use the St John's facilities to give us more useable space. If we are able to use their facilities we will discuss offering a donation to St Johns for that usage.	Vicki, Pam, Allison
	lan will canvas club members as to a Tuesday evening session of 2 hours: 7 – 9pm, as some member find three hours too long.	lan
		All



	All senior members to promote Monday evening sessions as numbers are dwindling. Ian will present a more comprehensive report at the March meeting.	lan
10 General Business	Bill reported Men's toilet roof has been cleaned – noted.	Clare
	Nu Look have given an estimate of \$120 to fit security stays to both toilet windows. This will allow us to leave the windows slightly open and hopefully alleviate some of the mould issues.	Bill
	Agreed this should happen. Moved Clare, Seconded Raelene, Carried	
	Update the signwriting of the 2024 Honours Boards Work in Progress	Kim
11 Any Other Business	Michael stated that the Scorers need more training, and supervision by an experienced scorer at each session.	
	Clare to talk to Vicki	Clare
12 Close Meeting	The President closed the meeting at 6:50pm	
	Next Committee Meeting: Monday 17 March at 5:45pm in our clubrooms.	