

# Meeting Minutes



<b>Meeting Name</b>	Committee meeting
<b>Location</b>	Bridge Club, 14 Fort Street, Cambridge
<b>Date</b>	Monday 28 April 2025
<b>Time</b>	5:30 pm
<b>Chair</b>	Clare Coles
<b>Minutes</b>	Raelene Taylor
<b>Attendees</b>	Clare Coles, Kevin Whyte, Kim Grounds, Raelene Taylor, Michael Neels, Anna Singlewood, Mikayla Lewis, Ian Moore, Bill Bailey, Paul Phillips, Sue Keating
<b>Apologies</b>	

Item	Details	Owner
<b>1</b>	<b>Welcome</b>	Clare
<b>2</b>	<b>Confirmation of previous meeting Minutes</b> Moved Sue / Kim; Carried	Clare
<b>3</b>	<b>Matters Arising</b> None	Clare
<b>4</b>	<b>Outstanding Actions</b>	
K	Advise membership details for over 90 year-olds. Clare to email Allison Vince and Vicki Jacobsen to clarify details of over 90's members. Update: There is no list currently. Suggestion that we create a birthday list of over 90 y.o. in Google Calendar. Ask in newsletter as to who would be happy to be on the list.	Clare
S	Confirm all sponsorship money received Kevin following up – invoices may not have been received by sponsors who have not yet paid. Update: Kevin advised – refer to Treasurers Report	Kevin
T	Decide date for Junior restricted fun afternoon Discussion re one Sunday afternoon per month – ideally winter. Soup, buns and casual bridge Work in progress – Ian will update next meeting. Update: More discussion; busy calendar but agree an afternoon in July would work.	Ian
Z	Stocktake library. Work in progress.	Kim
AA	9 August Cambridge Sixes Tournament: Checklist and appointment of sub-committee  Clare to contact Liz Stolwyk regarding tables for the sixes. Update: Contacted – Liz away. Will contact again.	Sub-committee  Clare



5	2025 Planner	Clare
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15 June: Fairlands Trophy (at Te Awamutu). Clipboard for entries Update: Date confusion. Ian has confirmed date as in Programme book is correct – 15 June.	Ian	
David's Emporium Club 6s pre-entry by 3 June for 9 June Update: Clipboard released	Ian	
<b>25 May WAPs (3)</b>		
Update: Host Cambridge. Director William Harlow (Michael confirmed on 29 April) Scorer: Michael Host players to bring morning tea. Ian to organise partners – entry online. Paul to do set up day before Paul to do dealing Raffle: Prizes: \$50 – 10 or fewer table; \$100 10+ tables. Tickets \$2 each or 3 for \$5 Kim to set up raffle sheet	Ian Paul Paul Kim	
Decide on mid-year social or reinstate AGM dinner  AGM dinner reinstated. Suggest Property brokers and their BBQ setup to be used again. Ian to follow up. 2026: 50 <sup>th</sup> anniversary. Mid-year function to be decided upon.	Ian Clare	
<b>June</b>		
9 June: Welcome to new players; day lessons		
<b>15 June: Fairlands Trophy.</b> Versus TA at TA. Confirm team selections	Ian	
Sixes: Progress report Update: All on track.	Sub-committee	

<b>6</b>	<b>Treasurer's Report</b>  Kevin spoke to the treasurer's report. See comments at end of financials. Financial report to be accepted: Moved Kevin / Bill: Carried.	Kevin
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## Cambridge Contract Bridge Club Financials

### TREASURER REPORT

	<u>2025</u>	<u>2024</u>	<u>Change YoY</u>	
Net surplus/(deficit) as at 31-Mar-25	\$9,304	\$5,037	\$4,267	85%
Total Income	\$29,466	\$23,278	\$6,188	27%
Total Expenditure	(\$20,162)	(\$18,241)	(\$1,921)	(11%)
Annual subscriptions income (net)	\$9,270	\$7,850	\$1,420	18%
Table money income	\$12,211	\$9,720	\$2,491	26%
Tournament income	\$4,025	\$1,740	\$2,285	131%
Tournament expenses	(\$2,364)	(\$1,159)	(\$1,205)	(104%)
Tournament surplus/(deficit)	\$1,661	\$581	\$1,080	186%
Sponsorship income	\$3,400	\$3,080	\$320	10%
NZB affiliation fees	(\$3,587)	(\$2,622)	(\$965)	(37%)
Session cCatering	(\$1,382)	(\$1,376)	(\$6)	
Social Events expenses	(\$1,477)	(\$367)	(\$1,110)	(302%)
Prize vouchers	(\$1,717)	(\$1,853)	\$136	7%
Building related expenses	(\$3,541)	(\$3,439)	(\$102)	(3%)
Administration expenses	(\$1,986)	(\$1,873)	(\$113)	(6%)
Debtors	\$1,080	\$420	\$660	157%
Fixed Assets (net)	\$52,147	\$56,715	(\$4,568)	(8%)
Creditors	(\$2,370)	(\$1,380)	(\$990)	(72%)
Table money In advance	(\$5,914)	(\$5,207)	(\$707)	(14%)
<u>Bank balances</u>				
Westpac current account	\$30,828	\$14,669	\$16,159	110%
Westpac term deposit (on call)	\$35,594	\$35,294	\$300	1%
Cash on hand	\$100	\$100		
Overall cash balance	\$66,522	\$50,063	\$16,459	33%

### Points of interest for the period

- 1 Tournament surplus up as Junior event in Mar-25 v Apr-24
- 2 \$3,120 received for learner lessons (39) - currently in Prepayments rather than Income
- 3 \$1,050 payment for new Whiteboard went through on 23-Apr
- 4 All outstanding sponsor payments followed up last week - 3 to pay including Resonate
- 5 \$18/head charge and \$1,800 deposit agreed with Carley's Kitchen - to be paid this week
- 6 PO Box closed on 28-Mar without too much hassle. Creditors need now to be checked off
- 7 Name change still WIP - responsibility confusion by me only resolved on Thursday
- 8 Westpac signatories still WIP - currently time-poor!!

C:\Users\whyte\Dropbox\CCBC\TREASURER\ACCOUNTS\2024-25\Monthly reports\20250930 MYOB TB's.xlsx 28-04-25 Page 1 of 1

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<b>7</b>	<b>Health and Safety</b>  <p>Noted AED / defibrillator at St Johns outside the building on Fort Street. That means it can be accessed without contact with St Johns at all. Newsletter will reference this.</p> <p>Newsletter to request that disabled parks are left for those requiring easy access to the club.</p>	<p>Clare</p> <p>Clare</p>
<b>8</b>	<b>Correspondence</b> <b>Inwards:</b> <p>Noted that Green Mouse virus protection expired 15/4/2025. 29/4/2025 Michael advised virus protection now reactivated.</p> <b>Outwards:</b>	
<b>9</b>	<b>Playing committee report</b> – attached below  <p>Committee report tabled. Ian advised all OK.</p> <p>Discussion re number of boards to be played. Verification needed: 24 or 27. 24 strongly supported, and Ian to check</p>	<p>Ian</p>
<b>10</b>	<b>General Business</b>  <p>Michael requests discussion re a policy that states people will not be turned away if they arrive a little late for a session. Michael suggests “too late” – i.e. exclusion - could mean after the completion of the first round.</p> <p>Discussion on this matter. Decided that Directors discretion be used. Item for newsletter asking for people to please adhere to the club rule to be seated 10 minutes prior to the schedule start time.</p> <p>Has the new constitution been submitted to the Charities Commission. UPDATE: Clare reported not yet submitted – more details required. Kevin has been asked if he recalls what details are still required.</p> <p>WIP</p>	<p>Michael</p> <p>Clare</p> <p>Vicki / Kevin</p>
<b>11</b>	<b>Any Other Business</b>  <p>Bill notes excess and old equipment needs to be removed – list to be made. Possibly donate to members or referred organisation. (Childcare centre next door – old whiteboard).</p>	
<b>12</b>	<b>Close Meeting</b> <p>Clare closed the meeting at 6:40pm</p> <p>Next meeting 26 May 5:30pm at clubrooms.</p>	<p>Clare</p>