

# Meeting Minutes



<b>Meeting Name</b>	Committee meeting
<b>Location</b>	Cambridge Bridge Club Clubrooms, 14 Fort Street, Cambridge
<b>Date</b>	Wednesday 11 February 2026
<b>Time</b>	5:15 pm
<b>Chair</b>	Clare Coles
<b>Minutes</b>	Raelene Taylor
<b>Attendees</b>	Clare Coles, Kim Grounds, Anna Singlewood, Anne Tankard, Karen Payne, Kevin Whyte, Michael Neels, Raelene Taylor, Robyn Pell, Rod Fox.
<b>Apologies</b>	Rod Fox – arrived at 6:15pm, Mikayla Lewis

Item	Details	Owner
1	<p><b>Welcome</b></p> <p>Clare welcomed everyone and noted a special thanks to Ian Millward who has resigned from the committee.</p>	
3	<p><b>Matters Arising</b></p> <p>None</p>	
3	<p><b>Outstanding Actions</b></p>	
AQ	<p>50<sup>th</sup> Anniversary – Saturday 4 July</p> <p>Karen reported:</p> <p>Anniversary sub-committee have met. Following are recommendations and suggestions:</p> <ol style="list-style-type: none"> <li>1. Branding: Very important. “Little Club with the Heart of Gold”. On T-shirts; pens; posters; plus a significant banner for inside the Clubrooms. Showed mockups – black and gold. All thought very impressive.</li> <li>2. T-shirts and pens would be available for members to purchase. T’s approx. \$20.</li> <li>3. Robyn to source pens and branding options.</li> <li>4. Interior club decorating to feature gold hearts on walls to complement the banner.</li> <li>5. Interior themed decorations ashtrays, fake cigarettes, things from the 70’s.</li> </ol> <p><b>Clare proposed a budget of \$200 for initial decoration purchases. Raelene seconded: Carried.</b></p> <p>Proposed format for the day. All at Clubrooms with a 70’s theme for the day.</p> <p>Commence 12 noon. Lunch. Iconic 70’s food – yet to be decided. Sausage rolls, cheese and pineapple on sticks, etc.</p> <p>After lunch PowerPoint presentation of club history. Bob providing content. Bob and Mikayla developing the presentation.</p> <p>Cake cutting – oldest and youngest member to facilitate (to be decided)</p>	Karen

	<p>Speeches (to be decided)</p> <p>Play bridge – draw for partners. A few “old” style boards to be played.</p> <p>Drinks and conviviality with a finish time at 4pm (approx.)</p> <hr/> <p>Canvas for original members – numbers?</p> <p>Original members to be invited – no charge</p> <p>Maximum member numbers (including originals) 80.</p> <p>Suggested cost \$20 per head. To be discussed and confirmed.</p>	
BC	<p>Funding application</p> <p>Application made to Pub Charity for Power Board upgrade. Karen advised more info had been given – now awaiting decision.</p> <p>New cards and / or new boards. Cards approx. \$200 per box; 3 sets of boards \$210 (32 boards). Revisit next meeting.</p>	Karen
B	<p>Report to Charities Commission</p> <p>March deadline - WIP</p>	Kevin
C	<p>Alternative printing options for future printing needs investigated – WIP.</p> <p>Discussion – unless doing a complete redesign perhaps best to retain current state.</p>	Mike
D	<p><b>Bridge in Garden</b> – 15 February – 1:30pm for 2:00pm</p> <p>44 members to attend.</p> <p>Subcommittee: Kim, Mike, Clare will work with Linda Farr</p> <p>Responsibilities:  Meat – Clare and Kim  Drinks – Club Provides  Salad / deserts – members via Clipboard  BBQ and van – Anne. Anne asked for extra gas bottle – Mike will provide  Tables – Paul will collect Friday.  Glasses etc. – Clare and Iant to meet at clubrooms at 11:30am to collect and transport.  Extras discussed and needed – chilly bins, ice, sun umbrellas. Need one or two more.  Scoring: Mike  Directing: Clare</p> <p><b>Linda Farr’s address: 2/568 Maungatautari Road, Karapiro</b></p>	
I	<p>New World – authority cards</p> <p>Clare reported that NW keep no record on who has authority cards.</p> <p>Register to be set up of current card holders</p> <p>Kevin requests all dockets to be named and signed at the checkout</p>	<p>Anna</p> <p>Raelene</p>
K	<p>Dispute resolution – Conflict resolution management</p>	

	Proposed policy discussed and with minor changes was accepted.  Discussion to be had with Vicki regarding a specific Policy and Procedures folder in Dropbox for only the current version of these. Old versions to be transferred to an Archive folder	Clare  Raelene
<b>4</b>	<b>2026 Planner – not discussed</b>	

<b>5</b>	<p><b>Treasurer's Report</b></p> <p>Kevin tabled report (See Appendix 1)</p> <p>Extensive discussion regarding power prices and comparisons that were tabled. Contributing factors to increased costs: More sessions being played; renovation work; general increase in power pricing. Kevin suggested remaining in the current situation for at least this year to gauge more normal usage and market conditions.</p> <p>Session catering expenses of some concern. More sessions being played may account for increased costs. Anna to do a small sample (one week) of consumption.</p> <p>Cleaner expenses: Much discussion regarding costs and requirements. Clare proposed hours increased to 2 hours weekly to enable a more, full clean of non-regular cleaning (windowsills, skirting, etc). Seconded by Anna; Carried.</p> <p>Proposed Treasurer Report be accepted: Kevin / Mike: Carried.</p>	Anna
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<b>6</b>	<p><b>Playing committee report</b></p> <p>Karen reported.</p> <p>Junior tournament: Director Pam; Scorer Mike. \$30 per Junior as last year. Robyn has agreed to be Tournament Secretary going forward.</p> <p>Sixes: Different Directors for 2026 – local ones only.</p> <p>Waikato Interclub: 21 June. CBC has offered to host. St John's have been booked for this. Pam will advise Nick Saunders of details. Jan to score. Donation to St John post event.</p> <p>Monday morning sessions: More handicap sessions to be included for 2027. (2026 have 4; 2027 to have 8).</p> <p>Director Training: Pam has underway.</p> <p>Tossing for seating: Coins to remain in containers for use in each session</p> <p>Tuesday Banter and Bridge: Request was made for an experienced player to be present at each session to partner various members to facilitate extra learning. Beverley Morris has offered to do this. Accepted with much thanks.</p> <p>Note for Newsletter: Monday night sessions are not appropriate for inexperienced or new players.</p>	Karen
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7	<p><b>New Members Applications</b></p> <p>New Member process and protocol Policy discussed, and with minor amendments was accepted.</p> <p>To reinforce this Policy the following motion was put:</p> <p>Motion: That all prospective new members, whether transfers from another club (sometimes direct by NZB), or joining as an affiliate or from lessons, must be approved by the committee at the committee's next meeting. If the prospect is unknown they must play three club sessions before their application can be considered." Moved Clare; Seconded Raelene: Carried.</p>	
8	<p><b>Health and Safety – review in March</b></p> <p>Anna asked that the 27 January incident be discussed. Health and Safety - regular inspections and report</p>	Anna Raelene
9	<p><b>Correspondence</b></p> <p><b>Inwards:</b> Resignation letter received from Ann Maclure. Letter received from Ian Millward resigning from Club Committee Email from David Sergeant – discuss in March Allison Vince - Alma: Card to Juie Rope</p> <p><b>Outwards:</b> Acknowledgement letter to Ann Maclure</p>	
10	<p><b>General Business</b></p>	
11	<p><b>Any Other Business</b></p> <p>Discussion regarding costs of all completed building remedial works.</p> <p><b>Clare reinforced the requirement to obtain quote(s) as required, and then approval from the committee (or delegated sub-committee) prior to confirming go ahead with supplier.</b></p>	
12	<p><b>Close Meeting</b></p> <p>Clare closed the meeting at 6:45pm. Next meeting Wednesday 18 March; 5:15pm at clubrooms.</p>	

## CBC Financials

### TREASURER REPORT

for period ended 31-Jan-26

<u>Summarised financials</u>	<u>2026</u>	<u>2025</u>	<u>Change</u>	<u>YoY</u>
Net surplus/(deficit)	(\$3,484)	(\$1,423)	(\$2,061)	(145%)
Total Income	\$20,870	\$11,316	\$9,554	84%
Total Expenditure	(\$24,354)	(\$12,740)	(\$11,614)	(91%)
Tournament surplus/(deficit)	\$1,022	\$781	\$241	31%
Sponsorship income		\$680	(\$680)	(100%)
NZB affiliation fees	(\$3,671)	(\$2,766)	(\$905)	(33%)
Session Catering	(\$1,224)	(\$525)	(\$699)	(133%)
Social Events expenses	(\$576)	(\$1,007)	\$431	43%
Building & equipment related expenses	(\$8,790)	(\$1,027)	(\$7,763)	(756%)
<b>Debtors</b>				
Fixed Assets (net)	\$90,297	\$51,897	\$38,400	74%
<b>Creditors</b>				
Table money In advance	(\$17,003)	(\$14,787)	(\$2,216)	(15%)
<u>Bank balances</u>				
Westpac current account	\$36,439	\$26,896	\$9,543	35%

#### Points of interest for the period

- 1 **Deficit of \$3,484 largely due to \$3,098 of plumbing work done under urgency in January**
- 2 Table Money income up \$1,425 (19% yoy)
- 3 Affiliation fees expense up \$905 (33% yoy)
- 4 Building & equipment related expenses up \$7,763 (756% yoy) - necessary enhancements
- 5 Session catering up \$699 (133% yoy) - averaging \$90 per playing week
- 6 Electricity expenses up \$241 (51% yoy) - contractors usage definitely a factor
- 7 Fixed Assets (net) up \$38,400 (74% yoy) - \$24,748 for Wall cladding in January
- 8 Overall Cash balance down \$26,019 (42% yoy) - exterior walls main cause
- 9 Annual subs (\$11k) and Sponsorship income (\$4k) processed in February
- 10 TM in Advance is \$17k but will normalise back to \$6k approx in early February
- 11 Cleaning @ 2hrs/wk would equate to 68 subs (currently 1,5 hrs/wk is 48 subs)