

Meeting Minutes



Meeting Name	Committee meeting
Location	Cambridge Bridge Club Clubrooms, 14 Fort Street, Cambridge
Date	Wednesday 16 September 2026
Time	5:15pm
Chair	Clare Coles
Minutes	Raelene Taylor
Attendees	Clare Coles, Anna Singlewood, Michael Neels, Raelene Taylor, Robyn Pell, Anne Tankard, Karen Payne, Kevin Whyte, Rod Fox
Apologies	Kim Grounds, Mikayla Lewis

Item	Details	Owner
1	Welcome Clare welcomed all to the meeting	
2	Acceptance of Previous Minutes Moved: Clare; Seconded: Rod. Carried	
3	Matters Arising Nil	
4	Treasurer's Report Kevin spoke to the Financial Report Kevin commented 1000 more games played this year versus 2025 YTD. Tracking to be our best year. Daytime sessions now proving more popular. Sixes are good financial success. Tutor gifts discussed – for AGM presentations. Same payment as last year for learner tutors and helpers. \$50 for improvers as fewer lessons. Proposed Rod, seconded Raelene Carried. Proposed Treasurers Report be accepted: Moved Kevin / Seconded Mike, Carried	
5	Upcoming Events NZ Wide pairs. 16 October Pam to be contacted re Director Pizza and a drink to be offered before play. Costs to be included in entry fee (\$15) for members. Non-members an extra \$10 if they select pizza option. Mike to organise pizza; Anna to ensure wine available Cambridge Intermediate Tournament. Sunday 18 October Entry fee \$35 including after play refreshments while results are collated Clare proposed accept above costs, seconded Karen, Carried. Paul to set up room. Robyn to manage the day Clare to check with Pam re directing Presentation of prizes – Nick to be contacted	Clare Mike/Anna Paul Robyn Clare Clare
6	Outstanding Actions Dropbox folders – completed Property Brokers. Change of circumstances Rod to check	 Rod

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	Club Facebook page. Anna Kalma WIP Dealing. Convenors appointed for new system Dealers happy to proceed Confirm – implement new system now or 2027 – canvas dealers Sun Blinds. Awaiting Kim's quote from Wilsons. Once received Clare will review then email committee for decision Sixes - Scorer update -? Ross Provan – Clare to approach Kitchen Lead (Mary). Mary approaching Jan Lewis – end of September Overall Manager Sixes (Allison V). WIP	Mikayla Mike Kim/Clare Clare
7	Playing committee report Next meeting being organised. Points for discussion include: - Systems being taught at leaner lessons - ensure Acol - Seating rights survey progressing. - Emphasis on tossing for seating - unless seating rights in place – to ensure random distributions throughout competitions	Karen
8	New Members Applications Max McAuslin confirmed as a new member	Raelene
9	Health and Safety Risk Register - WIP H&S Policy and procedures to be discussed – WIP - review 2027. Discussion re improvements to parking and access	Rod Clare
10	Correspondence Inwards: Thank You letter from Judy Grey to the Club for condolences expressed. Outwards: Almoner:	
11	General Business Cleaner – employment contract for cleaner tabled. All happy with contract content. In-depth discussion followed as to the correct course of forward action. Three different options were considered. Kevin felt very strongly the only option was to present the cleaner the proposed employment contract. He further stated any other course of action would be unacceptable to him and would result in his resignation as Treasurer effective immediately. The committee agreed the present cleaner was working well, and therefore: Clare proposed we present the prepared employment contract to the cleaner, Seconded Rod – Carried.	Clare

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	Member Emergency Contacts: Scorers are able to access as required through Compass. Mike to print instruction form and check scorers are informed. Side Tables – not discussed Nomination to collect cups etc for prizegiving Kim to be contacted Profit from Sixes – Thoughts at this stage: - New Bridgemates / tablets - Opening night 2027 BBQ - Ask for input via newsletter Flooring in Toilets/bathroom. Cleaning - deferred	Mike Raelene Clare
12	Any Other Business Dyson Stick Vacuum cleaner. Noel Leeming to be approached for a replacement.	Anna
13	Close Meeting Clare closed the meeting at 6:50 pm. Next meeting Wednesday 21 October; 5:15pm at clubrooms.	

TREASURER REPORT

for period ended 31-Aug-26

<u>Summarised financials</u>	<u>2026</u>	<u>2025</u>	<u>Change</u>	<u>YoY</u>	
Net surplus/(deficit)	\$16,239	\$14,934	\$1,305	9%	(2)
Total Income	\$85,103	\$63,044	\$22,059	35%	(1)
Total Expenditure	(\$68,864)	(\$48,111)	(\$20,753)	(43%)	(1)
Annual subscriptions income (net)	\$13,260	\$12,285	\$975	8%	
Table money income	\$31,592	\$26,496	\$5,096	19%	(3)
Tournament income	\$17,640	\$14,970	\$2,670	18%	
Tournament expenses	(\$14,188)	(\$13,194)	(\$994)	(8%)	
Tournament surplus/(deficit)	\$3,452	\$1,776	\$1,676	94%	
Sponsorship income	\$5,760	\$4,803	\$957	20%	(4)
Grants & Donations income	\$11,038	\$150	\$10,888	7,259%	(5)
NZB affiliation fees	(\$10,353)	(\$7,124)	(\$3,229)	(45%)	(6)
Session Catering	(\$4,202)	(\$2,825)	(\$1,377)	(49%)	(8)
Social Events expenses	(\$4,016)	(\$1,532)	(\$2,484)	(162%)	(8)
Prize vouchers	(\$3,794)	(\$2,727)	(\$1,067)	(39%)	
Administration expenses	(\$3,356)	(\$3,163)	(\$193)	(6%)	
Energy	(\$2,333)	(\$1,741)	(\$592)	(34%)	(9)
Cleaning & related expenses	(\$3,531)	(\$3,056)	(\$475)	(16%)	
Property & equipment R&M	(\$11,092)	(\$5,778)	(\$5,314)	(92%)	(7)
Fixed Assets (net)	\$98,544	\$60,091	\$38,453	64%	(13)
Debtors	\$1,448	\$2,428	(\$980)	(40%)	
Creditors	(\$1,859)	(\$2,398)	\$539	22%	(11)
Table money In advance	(\$7,145)	(\$7,069)	(\$76)	(1%)	(12)
Income in Advance	(\$265)	(\$562)	\$297	53%	
<u>Bank balances</u>					
Westpac current account	\$34,299	\$26,059	\$8,240	32%	
Westpac term deposit (on call)		\$35,621	(\$35,621)	(100%)	
Cash on hand	\$100	\$100			
Overall cash balance	\$34,399	\$61,780	(\$27,381)	(44%)	(10)

Points of interest

- (1) TOTAL INCOME UP \$22,059 (35% YoY) - \$85,103 v \$63,044
- (2) YTD SURPLUS UP \$1,305 (9% YoY) and \$4,181 up on last month
- (3) Table Money UP \$5,096 (19% YoY) - playing numbers 1,209 UP on last year (8,116 v 6,907)
- (4) Sponsorship income UP \$9,570 (20% YoY) - Final \$60 received on 11-Sep after a visit
- (5) Grants & Donations income significantly UP (\$10,888 YoY)
- (6) NZB Affiliation fees UP \$3,229 (45% YoY) - CB6s master points accrued earlier than last year
- (7) Property & equipment R&M UP \$5,314 (92% YoY)
- (8) Session catering/Social Events expense UP \$3,861 (89% YoY) - 50th Jubilee cost \$1.437 (net)
- (9) Energy cost UP \$592 (34% YoY) - colder temps remain!!
- (10) Overall Cash balance is \$34,399 (44% DOWN YoY)
- (11) Creditors balance is \$1,859 - essentially on a par with 2025
- (12) TM in Advance DOWN \$76 (1% YoY) - CB6s prepayments cleared during August
- (13) Fixed Assets (net) UP \$38,453 (64% YoY) - offset by \$10.5k in Grants (NO CHANGE)
- (14) Annual Depreciation charge still to come - anticipating \$7,000 v \$4,781 last year - UP \$2,219

CBC Financials

Profit & Loss Statement

Month ending: 31-Aug-26

Income

	2026 YTD	2025 YTD	% Vary	Note
Subscriptions	\$13,740.00	\$12,645.00	8.7%	
Subscriptions Rebate	(\$480.00)	(\$360.00)	(33.3%)	
Joining Fees & Name Badges	\$795.00	\$1,055.00	(24.6%)	
Table Money - Cash	\$172.00	\$84.00	104.8%	(3)
Table Money - Prepaid	\$31,592.00	\$26,496.00	19.2%	(3)
Sponsorship (Competitions)	\$2,880.00	\$1,980.00	45.5%	(4)
Sponsorship (Programme)	\$1,080.00	\$720.00	50.0%	(4)
Sponsorship (Tournament)	\$1,800.00	\$2,103.00	(14.4%)	(4)
Grants & Donations	\$11,037.52	\$150.00	7,258.4%	(5)
Clubroom Hire	\$725.00	\$725.00		
Tournament Entry Fees	\$17,640.00	\$14,970.00	17.8%	
Raffles	\$1,622.00	\$1,805.00	(10.1%)	
Bar Takings	\$246.00	\$200.00	23.0%	
Social Events Receipts	\$1,120.00		100.0%	
Interest Received	\$5.46	\$249.56	(97.8%)	
Sundry Income	\$1,128.00	\$221.84	408.5%	
Total Income	\$85,102.98	\$63,044.40	35.0%	(1)
Administration	\$3,355.83	\$3,163.26	(6.1%)	
Advertising	\$536.60	\$451.98	(18.7%)	
Computer Expenses	\$467.26	\$419.88	(11.3%)	
Electricity	\$2,332.63	\$1,740.70	(34.0%)	(9)
Postage & Box Rental	\$174.00	\$23.00	(656.5%)	
Telephone & Broadband	\$575.32	\$547.43	(5.1%)	
Website & Online charges	\$628.26	\$585.07	(7.4%)	
Session Catering	\$4,201.56	\$2,824.93	(48.7%)	(8)
Social Events Expenses	\$4,016.45	\$1,532.48	(162.1%)	(8)
Tournament Expenses	\$14,188.49	\$13,194.29	(7.5%)	
Affiliation Fee & Masterpoints	\$10,353.23	\$7,124.48	(45.3%)	(6)
Director & Tutor Payments	\$2,328.00	\$1,124.00	(107.1%)	
Bridge Supplies & Fees	\$4,057.25	\$1,670.50	(142.9%)	
Prizes incl. Vouchers	\$3,794.20	\$2,726.85	(39.1%)	
Gifts & Donations	\$198.94	\$442.97	55.1%	
Sponsorship & Grants		\$80.00	100.0%	
Bank Fees	\$0.38		(100.0%)	
R&M - Equipment	\$1,816.83	\$660.35	(175.1%)	(7)
R&M - Property	\$8,912.07	\$3,686.97	(141.7%)	(7)
Insurance	\$1,568.47	\$1,625.69	3.5%	
Lease on Land	\$362.75	\$362.75		
Rates (Water & Sewerage)	\$1,409.85	\$1,067.50	(32.1%)	
Wages	\$3,019.67	\$1,894.72	(59.4%)	
ACC Levies	\$54.53		(100.0%)	
Cleaning & Supplies	\$510.96	\$1,161.03	56.0%	
Total Expenditure	\$68,863.53	\$48,110.83	(43.1%)	(1)
Net Surplus/(Deficit)	\$16,239.45	\$14,933.57	8.7%	(2)

CBC Financials

Balance Sheet

Month ending: 31-Aug-26

Current Assets

	2026 YTD	2025 YTD	% Vary	
Current Account (Westpac)	\$34,299.18	\$26,059.01	31.6%	(10)
Cash on Hand (Float)	\$100.00	\$100.00		(10)
Term Deposit 1 (Westpac)		\$35,620.73	(100.0%)	(10)
Debtors	\$1,448.00	\$2,428.00	(40.4%)	
Prepaid Expenses	\$190.00		100.0%	
Total Current Assets	\$36,037.18	\$64,207.74	(43.9%)	

Fixed Assets

Buildings at Cost	\$112,733.00	\$87,985.00	28.1%	(13)
Buildings Accum Dep'n	(\$52,236.00)	(\$50,476.00)	(3.5%)	
Plant&Equipment at Cost	\$59,434.00	\$49,328.00	20.5%	(13)
Plant&Equipment Accum Dep'n	(\$34,614.00)	(\$32,805.00)	(5.5%)	
Furniture&Fittings at Cost	\$50,030.00	\$41,650.00	20.1%	(13)
Furniture&Fittings Accum Dep'n	(\$37,840.00)	(\$36,887.00)	(2.6%)	
Computer Equipment at Cost	\$4,320.00	\$4,320.00		
Computer Accum Dep'n	(\$3,283.00)	(\$3,024.00)	(8.6%)	
Total Fixed Assets	\$98,544.00	\$60,091.00	64.0%	(13)
Total Assets	\$134,581.18	\$124,298.74	8.3%	

Liabilities

Creditors	\$1,859.03	\$2,398.23	22.5%	(11)
Accrued Expenses	\$1,148.00	\$1,017.75	(12.8%)	
Table Money In Advance (Compa\$)	\$7,145.00	\$7,069.00	(1.1%)	(12)
Waikato-Bays WAPs Control	\$505.36	\$549.15	8.0%	
Income in Advance	\$265.00	\$561.85	52.8%	
PAYE Tax Payable		\$62.44	100.0%	
Total Liabilities	\$10,922.39	\$11,658.42	6.3%	
Net Assets	\$123,658.79	\$112,640.32	9.8%	

Equity

Accumulated Funds	\$107,419.34	\$97,706.75	9.9%	
Retained Earnings				
Current Year Earnings	\$16,239.45	\$14,933.57	8.7%	
Total Equity	\$123,658.79	\$112,640.32	9.8%	