

Meeting Minutes

Meeting Name	Committee meeting
Location	Cambridge Bridge Club Clubrooms, 14 Fort Street, Cambridge
Date	Wednesday 21 October 2026
Time	5:15pm
Chair	Clare Coles
Minutes	Raelene Taylor
Attendees	Clare Coles, Anna Singlewood, Michael Neels, Raelene Taylor, Robyn Pell, Karen Payne, Kevin Whyte, Rod Fox, Kim Grounds, Mikayla Lewis
Apologies	Anne Tankard

Item	Details	Owner
1	Welcome Clare welcomed all to the meeting.	
2	Acceptance of Previous Minutes Moved: Rod Seconded: Robyn Carried	
3	Matters Arising Nil	
4	Treasurer's Report Comprehensive report tabled. Kevin talked to all points of interest. Noted: 1 - Two duplicate sessions submitted to NZB. Mike to seek refund. 2 – 8 members in Compass now not playing. Check Thursday sessions for attendance. Treasurers Report accepted: Moved Kevin, Seconded Mike: Carried Vicki Jacobsen joined the meeting. Vicki and Mike updated the committee on the implementation of the new Compass version. Scorers and Directors are the only affected parties. Stated that the new version would be easier to use, and the changeover seamless. Vicki said the old system still sits in the background. Suggested implementation in time for the Christmas series. Mike proposed installing the new system in November for use in the Christmas series. Seconded Kim, carried Vicki will train the scorers Vicki Jacobsen left the meeting.	Mike Vicki
5	Upcoming Events Start confirming committee members availability for 2027. Mikayla, Karen and Mike will be stepping down for 2027 – Mike will take a break for a year. Anna considering her availability. Accounts to Reviewer Account to Bruce Hall week beginning 26 October. Continue recall of cups/trophies; prepare certificates WIP. All on track.	Clare Kevin Kim

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	Kim has sourced a new local engraver for trophies Boards also being updated – Grumpys will do this Start checking member list ready for publication Mid-November email to be sent to members to confirm their details Confirm intended subs for 2027 Kevin advised no changes required for subs or table money for 2027 Motion to this effect moved Kevin; seconded Rod: Carried Delegate someone to organise Christmas Pairs Ian Taylor / Linda Farr to be “approached” Notice of AGM and Agenda – 4 weeks in advance Format for AGM discussed. One small timing change agreed – start AGM meeting at 6:45pm BBQ again was fully supported. Rod to check with Property Brokers for availability of BBQ trailer Catering for AGM: Anna and Kim will arrange Clipboard for attendance to AGM and BBQ option – mid November AGM and Prizegiving Preparations – 7 December - Finalise Agenda - Call for any Special Motions: New reviewer Bronwyn McRostie - Finalise and publish Nominations for Office Holders - Confirm Partnership Stewards - Confirm Computer Manager - Confirm coordinators for Directing / Scoring / Dealing - Prepare Reports (Clare, Kevin) - Finalise list of Trophy winners	Robyn Raelene Raelene Rod Anna/Kim Raelene Clare/Kevin Karen/Paul Kim
6	Outstanding Actions Dealing. New system implemented – All seems good. Mike will canvas dealers for feedback Sun Blinds. Comparative quotes emailed to members for decision. Motion to accept the need for sunblinds: Proposed Rod; Seconded Raelene – Carried with One Against (Mike) and One Abstain (Kevin). Kim then proposed we accept Venluree quote J0002922-2 V1 with better fabric for three windows for \$1,550.64 incl GST. Seconded Rod: Carried with One Against (Mike) and One Abstain (Kevin). Acceptance of quote to be sent to Venluree Profit from Sixes – Thoughts at this stage: - New BridgeMates / tablets – revisit early 2027 - Opening night 2027 BBQ. Add to December agenda Flooring in Toilets/bathroom. Cleaning – deferred. Further discussion required Dyson Stick Vacuum cleaner. Investigate problem; source manufacturers recommendation on usage. Assess corded and non-corded vacuum cleaners’ suitability for our Club. Report back.	Mike Raelene Raelene Clare/Kim Raelene

7	Playing committee report Lessons to begin in March 2027 - \$80 includes subscription, material, badge. Josie and Anne will organise. Confirmed Acol only to be taught as per NZB with a strong recommendation that 2 years of playing Acol was advised before wider exploration. Suggestions: - Open afternoon for juniors playing Acol is recommended - 2027 Friday morning session to be initiated. Juniors only – 9 to noon. Will involve dealers, scorers and directors. It is likely that no further Thursday morning sessions will occur. More encouragement for tossing for seating position or each session. Intermediates: - Mentoring of intermediates to transition from Wednesday evening to Monday evening playing with an open partner. Fairland Shield cancellation by TA – noted.	Pam
8	New Members Applications Richard Loughan – accepted.	
9	Health and Safety Risk Register - Risk Matrix previously circulated. Discussed. Noted that regular check on electrical appliance possibly lapsed – BTG to be asked to perform this activity. H&S Policy and procedures to be discussed – WIP - review 2027.	Clare
10	Correspondence Inwards: Nil Outwards: Acknowledgement of Nandy Costa's resignation Almoner: Cards to: Vicki Jacobsen Colleen Morton Stuart Stace	
11	General Business Formalise Robyn as a signatory for the Club's bank account. Proposed Mike; Seconded Kevin: Carried Monday Morning Bridge – Christmas break. Discussed. Decided a summer series Monday 14 and 21 December 2026 will proceed. 2027 to commence Monday 11 January. Commercial Cleaning – annually or six monthly – floors (lino, carpet . . .), kitchen cupboards and shelves. Concern from Sue Peake. Discussed. Decided to investigate interior and exterior pest and bug spray. Agreed \$300 or less to go ahead. Working Bee to clean Kitchen and Bathrooms – early 2027	Mike Rod Kim

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	Second Laptop purchase. Completed Sponsorship 2027. Carly's to be approached. Mikayla will talk with Carly. Mikayla advised all other sponsorship secured for 2027. Programme Book 2027 – Soup and Buns social bridge date to be finalised for the book. Once programme book draft ready for checking, soup and buns will be slotted in. Cleaner – schedule and requirements Service award. WIP. Committee all in agreement. New CBC Logo. Robyn presented options for consideration. Option 3 voted most appropriate. WIP	Mikayla Clare Kim Clare Robyn
12	Any Other Business	
13	Close Meeting Clare closed the meeting at 6:45pm. Next meeting Wednesday 18 November; 5:15pm at clubrooms.	

TREASURER REPORT

for period ended 30-Sept-26

<u>Summarised financials</u>	<u>2026</u>	<u>2025</u>	<u>Change</u>	<u>YoY</u>	
Net surplus/(deficit)	\$8,322	\$9,713	(\$1,391)	(14%)	(2)
Total Income	\$88,999	\$66,497	\$22,502	34%	(1)
Total Expenditure	(\$80,677)	(\$56,784)	(\$23,893)	(42%)	(1)
Annual subscriptions income (net)	\$12,905	\$12,315	\$590	5%	
Table money income	\$35,276	\$29,760	\$5,516	19%	(3)
Tournament income	\$17,640	\$14,970	\$2,670	18%	
Tournament expenses	(\$14,368)	(\$13,174)	(\$1,194)	(9%)	
Tournament surplus/(deficit)	\$3,272	\$1,796	\$1,476	82%	
Sponsorship income	\$5,760	\$4,803	\$957	20%	(4)
Grants & Donations income	\$11,038	\$285	\$10,753	3,773%	(5)
NZB affiliation fees	(\$11,067)	(\$9,001)	(\$2,066)	(23%)	(6)
Session Catering	(\$4,623)	(\$3,114)	(\$1,509)	(48%)	(8)
Social Events expenses	(\$4,125)	(\$1,532)	(\$2,593)	(169%)	(8)
Prize vouchers	(\$4,184)	(\$3,236)	(\$948)	(29%)	
Administration expenses	(\$3,459)	(\$3,289)	(\$170)	(5%)	
Energy	(\$2,549)	(\$1,974)	(\$575)	(29%)	(9)
Cleaning & related expenses	(\$4,033)	(\$3,321)	(\$712)	(21%)	
Property & equipment R&M	(\$11,664)	(\$6,137)	(\$5,527)	(90%)	(7)
Fixed Assets (net)	\$91,433	\$56,886	\$34,547	61%	(13)
Creditors	(\$3,674)	(\$4,751)	\$1,077	23%	(12)
Table money In advance	(\$9,161)	(\$7,065)	(\$2,096)	(30%)	(11)
Income in Advance	(\$365)		(\$365)	100%	
<u>Bank balances</u>					
Westpac current account	\$38,401	\$27,239	\$11,162	41%	
Westpac term deposit (on call)		\$35,622	(\$35,622)	(100%)	
Cash on hand	\$100	\$100			
Overall cash balance	\$38,501	\$62,961	(\$24,460)	(39%)	(10)

Points of interest

- (1) **ANNUAL INCOME UP \$22,502 (34% YoY) - \$88,999 v \$66,497**
- (2) **FINAL SURPLUS DOWN \$1,391 (14% YoY)**
- (3) **Table Money UP \$5,516 (19% YoY) - playing numbers 1,209 UP on last year (8,116 v 6,907)**
- (4) Sponsorship UP \$957 (20% YoY)
- (5) Grants & Donations UP \$10,753 - \$8,000 from Pub Charities for Building upgrade
- (6) NZB Affiliation fees UP \$2,066 (232% YoY) - playing numbers well up
- (7) Property & equipment R&M UP \$5,527 (90% YoY)
- (8) Session catering/Social Events expense UP \$4,102 (88% YoY) - 50th Jubilee cost \$1,437 (net)
- (9) Energy cost UP \$575 (29% YoY) - XXXX!!
- (10) **Overall Cash balance is DOWN \$24,460 (39% YoY) - \$38,501 v 62,961**
- (11) **TM in Advance UP \$2,096 (30% YoY) - \$9,191 after a big response to 11-Sep top up reminder**
- (12) Creditors balance DOWN \$1,077- \$3,674 v \$4,751
- (13) **TOTAL Fixed Assets UP \$34,547 (61% YoY) - offset by \$10,500 in Grants received**
- (14) ANNUAL Depreciation charge UP \$2,665 (56% YoY) - \$7,446 v \$4,781
- (15) **CB6s net surplus = \$2,692, raffle = \$1,390**

Profit & Loss Statement

Year ending: Sep-26

Income

	Sep-26 YTD	Sep-25 YTD	% Vary	Note
Subscriptions	\$13,385.00	\$12,675.00	5.6%	
Subscriptions Rebate	(\$480.00)	(\$360.00)	(33.3%)	
Joining Fees & Name Badges	\$675.00	\$1,055.00	(36.0%)	
Table Money - Cash	\$172.00	\$84.00	104.8%	(3)
Table Money - Prepaid	\$35,276.00	\$29,760.00	18.5%	(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	\$285.00	3,772.8%	(5)
Clubroom Hire	\$845.00	\$725.00	16.6%	
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	\$251.02	(97.8%)	
Sundry Income	\$1,695.00	\$243.84	595.1%	
Total Income	\$88,998.98	\$66,496.86	33.8%	(1)
Administration	\$3,459.33	\$3,288.61	(5.2%)	
Advertising	\$536.60	\$451.98	(18.7%)	
Computer Expenses	\$515.25	\$467.87	(10.1%)	
Electricity	\$2,549.05	\$1,974.00	(29.1%)	(9)
Postage & Box Rental	\$210.00	\$23.00	(813.0%)	
Telephone & Broadband	\$625.32	\$598.21	(4.5%)	
Website & Online charges	\$628.26	\$585.07	(7.4%)	
Session Catering	\$4,623.12	\$3,114.18	(48.5%)	(8)
Social Events Expenses	\$4,125.45	\$1,532.48	(169.2%)	(8)
Tournament Expenses	\$14,368.49	\$13,174.29	(9.1%)	
Affiliation Fee & Masterpoints	\$11,066.65	\$9,000.62	(23.0%)	(6)
Director & Tutor Payments	\$3,256.00	\$1,232.00	(164.3%)	
Bridge Supplies & Fees	\$4,024.25	\$1,718.50	(134.2%)	
Prizes incl. Vouchers	\$4,184.20	\$3,235.85	(29.3%)	
Gifts & Donations	\$243.94	\$442.97	44.9%	
Sponsorship & Grants		\$80.00	100.0%	
Bank Fees	\$0.38		(100.0%)	
R&M - Equipment	\$2,309.49	\$660.35	(249.7%)	(7)
R&M - Property	\$8,992.07	\$3,967.93	(126.6%)	(7)
Insurance	\$1,568.47	\$1,625.69	3.5%	
Lease on Land	\$362.75	\$362.75		
Rates (Water & Sewerage)	\$1,495.22	\$1,145.89	(30.5%)	
Wages	\$3,493.34	\$2,131.56	(63.9%)	
ACC Levies	\$54.53		(100.0%)	
Cleaning & Supplies	\$539.30	\$1,189.47	54.7%	
Total Expenditure	\$80,677.46	\$56,784.27	(42.1%)	(1)
Net Surplus/(Deficit)	\$8,321.52	\$9,712.59	(14.3%)	(2)

Balance Sheet

Year ending: Sep-26

Current Assets

Current Account (Westpac)

Cash on Hand (Float)

Term Deposit 1 (Westpac)

Debtors

Prepaid Expenses

Total Current Assets

Fixed Assets

Buildings at Cost

Buildings Accum Dep'n

Plant&Equipment at Cost

Plant&Equipment Accum Dep'n

Furniture&Fittings at Cost

Furniture&Fittings Accum Dep'n

Computer Equipment at Cost

Computer Accum Dep'n

Total Fixed Assets

Total Assets

Liabilities

Creditors

Accrued Expenses

Table Money In Advance (Compa\$)

Waikato-Bays WAPs Control

Income in Advance

PAYE Tax Payable

Total Liabilities

Net Assets

Equity

Accumulated Funds

Retained Earnings

Current Year Earnings

Total Equity

	Sep-26 YTD	Sep-25 YTD	% Vary	
Current Account (Westpac)	\$38,400.89	\$27,239.07	41.0%	(10)
Cash on Hand (Float)	\$100.00	\$100.00		(10)
Term Deposit 1 (Westpac)		\$35,622.19	(100.0%)	(10)
Debtors				
Prepaid Expenses	\$154.00		100.0%	
Total Current Assets	\$38,654.89	\$62,961.26	(38.6%)	
Buildings at Cost	\$112,733.00	\$87,985.00	28.1%	(13)
Buildings Accum Dep'n	(\$54,490.00)	(\$52,236.00)	(4.3%)	
Plant&Equipment at Cost	\$59,434.00	\$50,904.00	16.8%	(13)
Plant&Equipment Accum Dep'n	(\$37,094.00)	(\$34,614.00)	(7.2%)	
Furniture&Fittings at Cost	\$50,030.00	\$41,650.00	20.1%	(13)
Furniture&Fittings Accum Dep'n	(\$40,280.00)	(\$37,840.00)	(6.5%)	
Computer Equipment at Cost	\$4,655.00	\$4,320.00	7.8%	
Computer Accum Dep'n	(\$3,555.00)	(\$3,283.00)	(8.3%)	
Total Fixed Assets	\$91,433.00	\$56,886.00	60.7%	(13)
Total Assets	\$130,087.89	\$119,847.26	8.5%	
Creditors	\$3,674.05	\$4,751.33	22.7%	(12)
Accrued Expenses	\$600.00		(100.0%)	
Table Money In Advance (Compa\$)	\$9,161.00	\$7,065.00	(29.7%)	(11)
Waikato-Bays WAPs Control	\$505.36	\$549.15	8.0%	
Income in Advance	\$365.00		(100.0%)	
PAYE Tax Payable	\$41.62	\$62.44	33.3%	
Total Liabilities	\$14,347.03	\$12,427.92	(15.4%)	
Net Assets	\$115,740.86	\$107,419.34	7.8%	
Accumulated Funds	\$107,419.34	\$97,706.75	9.9%	
Retained Earnings				
Current Year Earnings	\$8,321.52	\$9,712.59	(14.3%)	
Total Equity	\$115,740.86	\$107,419.34	7.8%	